

CABINET

Minutes of a meeting held on 26 September, 2016.

Present: Councillor N. Moore (Chairman), Councillor L. Burnett (Vice – Chairman);
Councillors: P. G. King and G. John.

Apologies: Councillor B.E. Brooks.

C3291 MINUTES –

RESOLVED – T H A T the minutes of the meeting held on 5 September, 2016 be approved as a correct record.

C3292 DECLARATIONS OF INTEREST –

No declarations were received.

At this point in the proceedings, the Leader temporarily adjourned the meeting to invite Steve Barry from the Wales Audit Office to talk to Cabinet on the recent Wales Audit Office Corporate Assessment Report 2016 and provide Cabinet Members with the opportunity to ask him any questions.

Steve Barry thanked the Leader for the opportunity to address the Cabinet and commented that this was a highly positive report for the Vale of Glamorgan Council and as an organisation, the Council was on the right track to deliver its priorities. He also commented that he would be presenting the report and its findings to full Council on Wednesday 28 September, 2016. Steve Barry noted that the progress review to be held in 12 months' time was important, however he was satisfied that the Progress Against Proposals for Improvement Report attached at Appendix B to Agenda Item 8 of the meeting was the right way forward.

The Leader commented that the Wales Audit Office report was very positive in light of the huge savings that had to be achieved by the Council and further commented that business as usual was not an option. As such, the Council had to find alternative ways to deliver services. The Leader noted that it was hard for the Council to convey the message that services had to change and indicated that the Wales Audit Office could assist through their audit work to communicate this message.

Steve Barry commented that the future role of External Auditors would focus around change processes, to ensure that any necessary risks taken by Councils would be well managed. He also commented that the Audit Office presented Case Studies in their report that offered solutions for alternative methods of delivery by other Councils.

The Cabinet Member for Regeneration and Education commented that it was a priority of the administration to achieve high levels of partnership and engagement of staff, working in a culture of openness and transparency, and she asked if he agreed that this had helped the Council achieve such a positive outcome in the report by the Wales Audit Office.

The District Auditor confirmed that there was sufficient evidence of this to be worthy of comment in the Audit report and there was a consistent view among staff of what the Council wished to achieve. He highlighted the Leadership Café as an example of best practice and the Audit Office was using this as a Case Study to show other Councils.

The Leader thanked Steve Barry for his kind comments and reconvened the meeting. At this stage the Leader brought forward Agenda Item 8 "Wales Audit Office Corporate Assessment Report 2016 incorporating the Annual Improvement Report 2015-16: Progress against Proposals for Improvement" for consideration while the District Auditor was present at the meeting.

C3293 WALES AUDIT OFFICE CORPORATE ASSESSMENT REPORT 2016 INCORPORATING THE ANNUAL IMPROVEMENT REPORT 2015-16: PROGRESS AGAINST PROPOSALS FOR IMPROVEMENT (L) (SCRUTINY COMMITTEE - CORPORATE PERFORMANCE AND RESOURCES) –

Cabinet was informed of the approach to implement the Proposals for Improvement as included by the Wales Audit Office (WAO) in their recently published Corporate Assessment.

At its last meeting on 26 September, 2016 Cabinet considered the Outcome of the Wales Audit Office Corporate Assessment Report 2016 incorporating the Annual Improvement Report 2015-16 (minute number C3282 refers) and resolved "That a report be submitted to the next Cabinet meeting on 26 September, 2016 on the progress being made towards the Proposals for Improvement, as outlined in the Wales Audit Office Corporate Assessment Report 2016 attached at Appendix A to the report, and how they will be implemented."

With reference to the Proposals for Improvement listed in the report from the Wales Audit Office, the report to Cabinet highlighted proposals related to:

- Performance Management
- Finance
- ICT
- Asset Management

To take forward the work linked to the Proposals for Improvement, Appendix B attached to the report included an implementation plan that had been put together to detail the Proposals for Improvement, the current position and responsible officers. This would allow progress to be monitored with timelines put in place to ensure that work was progressed in a timely fashion. The work would be monitored by the Corporate Management Team and it was intended that a report be brought back to Cabinet in 3 months to provide an update on progress.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the contents of the report be noted and the Implementation Plan for progressing the Proposals for Improvement be approved.
- (2) T H A T a further report be brought to Cabinet in January 2017 to outline progress made in meeting the Proposals for Improvement.
- (3) T H A T a copy of the report be referred to Audit Committee for consideration alongside the report of 5 September, 2016 on the outcome of the Corporate Assessment.

Reasons for decisions

- (1) To progress the Proposals for Improvement as made by the Wales Audit Office.
- (2) To monitor progress against the Proposals for Improvement.

- (3) To ensure that Audit Committee considered the appropriateness of arrangements put in place to monitor progress.

C3294 JOINT CONSULTATIVE FORUM –

The minutes of the Joint Consultative Forum meeting held on 4 July, 2016 were submitted.

Present: Councillor G. Roberts (Chairman); Councillors. F.T. Johnson, Mrs. M. Kelly Owen and A.G. Powell.

Representatives of the Trade Unions Mr. C. Jordon (GMB), Mr. T. Greaves (GMB), Mr. D. Dimmock (NASUWT), Mr. K.J. Armstrong (UNISON), Mr. J. Richards (UNISON), Mrs. S.J. Robertson (UNITE), Mr. T. Duggan (UNISON), Mr. G. Pappas (UNISON), Mr. G. Southby (UNISON) and Mr M. Canavan (NUT)

Officers: Ms. S. Alderman, Mr. R. Bergman, Mrs. A. Davies, Mrs. J. Hill, Mr. H. Isaac, and Miss. E. Morgan.

- (a) Apologies for absence -

These were received from Councillors K. Hatton, Mrs. A.J. Preston and C.J. Williams.

- (b) Minutes and Matters Arising -

AGREED - T H A T the minutes of the meeting held on 22nd February, 2016 be approved as a correct record.

- (c) Declarations of Interest -

No declarations were received.

- (d) Penarth Learning Community Caretakers -

Mr. G. Pappas, representing UNISON advised the Forum that it had been drawn to the Union's attention that the caretakers at Penarth Learning Community were working above and beyond their job descriptions. The question posed by the union was why they were given these additional duties and responsibilities.

Mr. Pappas also stated that some of the caretakers were undertaking tradesman's tasks such as electrical work and heating work. These tasks should be carried out by time-served skilled tradesmen with up to date qualifications, and not caretakers. As well as the obvious health and safety risks to members of the union, these were serious breaches of Health and Safety Regulations. It was therefore not acceptable for handymen caretaking staff to be put upon by the School Management Team.

He further advised that UNISON was fully supported by colleagues in the GMB Union and that they wanted to put an end to this practise. There was a request for an urgent meeting with both Headteachers of St. Cyres and Ysgol Yr Deri Schools to discuss these issues and review the job descriptions of these caretakers together with the school's Health and Safety Risk Assessments for electrical and heating work.

In reply, the Corporate Health and Safety Officer stated that training sessions around roles and responsibilities had been undertaken with schools, and further sessions would be held for those staff that had yet to attend.

In addition, the Director of Learning and Skills stated that she was not aware of this being a widespread practice but that it was tempting for cash-strapped schools to look at cost effective solutions. This was why it was important to ensure that all staff undertook the necessary training around roles and responsibilities and it was also important to once again reiterate these concerns with Headteachers.

Mr. Dimmock from NASUWT commented that each school should have a Health and Safety Officers that should understand and delegate the necessary levels of responsibility. He advised that often caretakers would be undertaking this sort of work in the spirit of self-reliance and would help out under most circumstances but it was important to recognise that if any issues did occur then responsibility would lie with the person who undertook the work.

AGREED –

- (1) T H A T further training sessions for caretakers across other schools (as required) be arranged.
- (2) T H A T a note be sent to Headteachers to reinforce key messages around staff responsibilities and delegated duties.
- (e) School Support Staff in Vale Schools - UNISON -

Mr. G. Pappas from UNISON raised concerns in relation to the increase in pressure placed on school support staff in the Vale of Glamorgan. He stated that in the Vale for this year there had been 16 schools with budget deficits. These budget deficits had had a huge impact on UNISON Members who were mainly low paid women.

Mr. Pappas added that facing redundancy, loss of hours or downgrading of posts, these workers were on NJC Terms and Conditions just like the corporate staff within the Vale Council but the support staff did not have the same rights to salary protection, redeployment and consultation process. Therefore, he considered that there was a right for these workers to have a full and meaningful consultation but many schools attempted to ignore this right by just having a two week consultation period. UNISON were looking to standardise terms and conditions for school support staff to those of corporate staff.

In reply to these concerns, the Head of Human Resources stated that the Learning and Skills Directorate operated within certain legislation and he referred to the differences in terms and conditions between support staff and corporate staff. He added that the Council would work with Trade Unions around the development of guidelines and good practice. In addition, evidence following an analysis undertaken by the Council had shown that school support staff were not taking the brunt of redundancies and if concerns had been raised by unions, then the Council had reinforced the requirement of dialogue around good practice.

AGREED –

(1) T H A T the analysis (re: outcome of budget cuts) that had been undertaken would be shared with the Trade Unions.

(2) T H AT good practice principles be develop for next meeting of Headteacher group.

(f) Staff Wellbeing Issues - NASUWT -

Mr. D. Dimmock raised concerns in relation to the manner in which parental complaints were being managed in Vale schools. Recent casework had highlighted a number of issues that had led to teachers being subjected to verbal assaults, aggression and intimidation directly and also via social media.

Mr. Dimmock advised that the union had written to the Director of Learning and Skills at the end of May with a request that the local authority design and promote a robust process to protect staff and others on school premises, from verbal assault,

intimidation and violence. As part of that process the union had called for appropriate training for Headteachers and warning notices to be posted in all school buildings, similar to those posted in hospitals and post offices. The union suggested a form of words for consideration and was pleased to report to the Joint Consultative Forum that the idea had been received in the spirit in which it was intended and was to be developed over the coming weeks.

Mr. Dimmock also raised the issue around Barry Comprehensive School and an Enforcement Notice from South Wales Fire and Rescue Service. He outlined that having previously issued a statement to this Forum, acknowledging with gratitude, the efforts that officers of the Council had made to try to bring about a resolution to the problem of locked doors at Barry Comprehensive School and the subsequent referral of the matter by the union to the South Wales Fire and Rescue Service, the union had now found it necessary to revisit the issue at the Corporate Health and Safety Meeting and the Learning and Skills Joint Consultative Forum. Mr. Dimmock advised that there were some notable details that this Joint Consultative Forum needed to be aware of:

- 5th October, 2015; referral made to the South Wales Fire and Rescue Service.
- 15th January, 2016; the issue of locked fire doors at Barry Comprehensive School became the subject of a referral to the Education Workforce Council (EWC).
- 17th February, 2016; the EWC responded by letter advising of the postponement of the investigation into the issue as they had been advised that the matter was already the subject of an internal investigation. The union immediately questioned the authenticity of this advice and the union noted evidence that no such investigation had been commissioned and in fact the union were now aware that this was not commissioned until March 2016.
- 24th February, 2016; School Progress Panel Meeting held at Barry Comprehensive School which was attended by the Chair of Governors, the Headteacher and the Director of Learning and Skills. A report from that meeting was produced on 18th April, 2016 in which there was no suggestion anywhere in this report that any investigations were underway and that paragraph 13 of the report stated that the Panel questioned concerns regarding fire safety within the school and the Panel was informed by the school that at no point were pupils or staff at any risk.

Mr. Dimmock therefore queried the factual nature of this report which he felt had undermined the efforts that this Council and its officers had previously made in their attempts to bring about a resolution. He stated that pupils and staff were being put at risk every single day that the fire doors were kept locked. These latest concerns

had been put in writing in a letter on 6th June at the invitation of the Head of Human Resources with the following questions requiring responses:

- Why was the EWC told that an internal investigation was live in February and who had told them?
- Why was the School Progress Panel told that at no point were pupils and staff at any risk, at a time when there was overwhelming evidence to the contrary resulting in the school becoming the subject of an enforcement notice from the South Wales Fire and Rescue Service?
- When can the union expect to be informed of the conclusion of the investigation that was commissioned in March 2016?

In reply to these concerns, the Head of Human Resources explained that these questions had been raised at the recent Corporate Health and Safety Joint Consultative Forum and this had also been referred to the Learning and Skills JCF. He advised that a written response had been sent to the union and Mr. Dimmock on 29th June, 2016 in order to clarify progress.

(g) Reshaping Services Update -

The Head of Performance and Development presented an update report in relation to the Reshaping Services Programme.

He advised that on page 4 of this summary highlights report which was attached at Appendix A was information around the specific savings around each individual project workstream in which it could be seen that savings of around £12 million had been identified out of 2019. Pages 5 - 10 of the summary highlight report provided further information on each individual project area.

Mr. G. Pappas from UNISON in commenting on proposals around the Vale Catering Service, stated that representatives from UNISON had met with the Director of Learning and Skills to raise concerns about trading companies. He also advised that UNISON had submitted in writing 21 questions around which responses were still being considered. Mr. Pappas stated that the union had concerns around outsourcing of services and was opposed to trading companies being set up, which he felt could negatively impact upon the terms and conditions of staff.

In response to Mr. Pappas' comments, the Director of Learning and Skills stated that the meeting with the union had been useful and that a written response to the 21 questions would be sent out fairly shortly. She stated that the model of the service is being developed and would include thought as to how to introduce any changes – for

example, through a possible “shadow” arrangement, and this would be considered more as the business case is developed.

Further to these comments, the Head of Performance and Development explained that at this stage no business models had been ruled out and this was not the only model being actively proposed. He highlighted the scale of savings required and the need to find new service models such as ways for greater income generation and he advised that there were a number of ways of achieving savings.

In following up this, Mr. Pappas referred again to dialogue with the Director of Learning and Skills and he stated that the role of the trade union was to protect terms and conditions. In reply, the Head of Performance and Development stated the concerns of the unions would be considered closer to the time that proposals were being finalised.

(h) Minutes of Directorate Consultative Groups -

Minutes of the following Directorate Consultative Groups were received:

- Visible Services and Housing - 3rd February, 2016
- Visible Services and Housing - 9th March, 2016
- Visible Services and Housing - 4th May, 2016
- Learning and Skills - 10th February, 2016
- Learning and Skills - 8th June, 2016
- Resources - 28th April, 2016
- Social Services - 23rd February, 2016
- Social Services - 22nd March, 2016
- Social Services - 26th April, 2016
- Social Services - 24th May, 2016.

In referring to the Learning and Skills meeting held on 8th June 2016, and page 2 of the minutes of this meeting, Mr D. Dimmick requested that the word ‘good’ be removed from comments attributed to him.

AGREED - T H A T the minutes of the Directorate Consultative Group meetings be noted.

(i) Dates of Directorate Consultative Groups -

AGREED - T H A T the dates of the Directorate Consultative Groups as indicated below be noted:

- Resources - 21st July, 2016
- Visible Services and Housing - 8th June, 2016.

(j) Minutes of Corporate Health and Safety Committee - 6th June, 2016 -

AGREED - T H A T the minutes of the Corporate Health and Safety Committee be noted.

(k) Managing Attendance at Work Policy Update -

The Head of Human Resources updated the Forum on the revised Managing Attendance at Work Policy. He advised that discussions had been ongoing with the recognised Trade Unions in relation to the adoption of a new Management of Attendance Policy. The request to review the current policy was initially raised by the trade unions in response to concerns about the application of certain provisions within the policy.

The specific issues which had guided the previous discussions had included a small increase in absence levels over the last two years, a recognition that a particular focus needed to be placed on the management of long term absence and the need for a policy which was in conjunction with the principles of the Council's Staff Engagement Strategy. Agreement had been reached with the recognised trade unions on the 4th May, 2016 and was subject to a review period over the next 18 months.

The new policy reflected the principles that were set out in the new Staff Charter (as approved by Cabinet on 11th April, 2016) and helped to focus attention on the biggest challenges when managing attendance.

The main features of the new policy were as follows:

- it provided clarity in relation to the mutual expectations of managers and staff in the context of attendance management
- it broadened the range of triggers for managers to use in managing attendance and to help guide appropriate interventions
- it continued to require a sequential advisory notice style approach in the management of short term, intermittent and unpredictable absence
- it separated out the management of long term/chronic sickness absence requiring more of a case management approach to such absences.

The report advised that long term absence over the last year accounted for 69% of all absences compared to 67% in the previous year.

The Forum was advised that a series of briefing sessions with all managers would be undertaken up to the end of September 2016 with a view of implementing the new policy from 1st October, 2016. The policy would then be subject to review with trade unions on a six monthly basis.

AGREED - T H A T the update report be noted.

(l) Care First Services -

The Head of Human Resources advised the Forum of a new employee assistance programme for all employees that would commence from 1st June, 2016. The service would be called Care First and would provide an opportunity for staff to access a free and confidential counselling, information and health service, 24 hours a day and 365 days a year.

The service would be available through a Freephone number but with access to face to face counselling where appropriate. Staff would not need to make an appointment or seek anyone's permission to contact the service.

Following an assessment with a telephone counsellor, face to face counselling or online counselling may be suggested. Face to face counselling was usually available within 5 days of the initial call and within 30 minutes or 20 miles of home or workplace.

Having considered the report,

AGREED - T H A T the update report be noted.

(m) Employee Engagement Strategy Update -

The Head of Human Resources updated the Forum in relation to the Employee Engagement Strategy. Attached at Appendix 1 was an Employee Engagement Strategy overview report dated March 2016 whilst Appendix 2 was the draft Staff Charter.

The Forum was advised that on 11th April, 2016 Cabinet had been asked to note the progress and endorse the continuation of the Employee Engagement Strategy throughout 2016/17. The Strategy was developed to ensure that employees from all

service areas understood the rationale for the Reshaping Services Programme, its implications for staff and the Council's Workforce Plan.

Over the last year, work had progressed through eight separate phases of engagement. The work involved over 18,000 employees and the support and sponsorship of the Council's Senior Leadership team. The engagement work had been submitted for endorsement by Cabinet prior to the commencement of consultation on the proposed Staff Charter which had taken place over the last two months.

The Cabinet report presented an overall summary of the work to date and brought together various themes and strands from each of the following four Working Groups:

- Expectations of my manager.
- Seeking my views.
- Keeping me informed.
- Developing my skills.

The Terms of Reference for each Working Group, the main outcomes and the specific proposals were set out at pages 10 - 13 of the report and a complete summary of all the proposals was set out in the Project Plan attached at Appendix B to the report.

One of the key pieces of work that had come out of the process was the need to develop a Staff Charter. A draft of this had been put together by colleagues from across service areas and in conjunction with the trade unions. The Charter attempted to provide clarity about the expectations of all employees and the things that employees can reasonably expect in return. The Staff Charter was circulated to all employees in May together with a letter, related details and a feedback form to shape the final version of the Staff Charter. Deadline for feedback was 31st May, 2016. The final version would be circulated to all staff at the end of the summer with a staff survey.

AGREED - T H A T the content of the update report be noted.

(n) Corporate Workforce Plan 2016-20 -

The Head of Human Resources provided an update on the Corporate Workforce Plan for 2016-20. Appendix 1 was a Cabinet report presented on 23rd May, 2016 whilst at Appendix 2 was the actual Workforce Plan for 2016-2020.

The Cabinet report advised that the Corporate Workforce Plan 2016-20 (The Plan) had been drafted as part of the workforce planning process that was carried out across services and the wider Council. The Plan aimed to ensure that the Council had the right employees, in the right place to meet future service needs. The Plan reflected the vision and values as set out in the new 2016-20 Corporate Plan and the wider planning strategies as set out in the Medium Term Financial Plan and, the ICT Strategy and the Asset Management Strategy.

An underlining theme of the Plan was the need to maintain momentum in relation to the ongoing strategy of employee engagement.

Having considered the report,

AGREED - T H A T the update report be noted.

(o) Feedback on Policy Development -

The Forum was asked to note that Human Resources policies had been prioritised and were being formally reviewed periodically on a rolling basis or in light of any developments in Employment Legislation or good practice or in light of any difficulties in applying the policy. Policy reviews were conducted in consultation with Chief Officers, Personnel Officers, trade unions, Equalities and appropriate stakeholders. Responses received were used to inform the Policy Review.

The current position as at 1st June, 2016 on HR policy development since the last Joint Consultative Forum were as follows:

Approved by Cabinet - 23rd May, 2016 -

Managing Attendance at Work Policy
ICT Code of Conduct.

Further issues to be clarified prior to proceeding -

Flexi Scheme and Special Leave Scheme
Violence and Aggression at Work.

Policies and Workshops -

Managing Attendance at Work.

Change Forum -

ICT Code of Conduct.

AGREED - T H A T the current position on the HR Policy Development be noted.



At the meeting, the Cabinet Member for Building Services, Highways and Transportation noted that the Council had an Avoiding Redundancy Policy and recommended to schools that they adopt a similar practice and work together to minimise redundancies.

RESOLVED – T H A T the minutes of the Joint Consultative Forum meeting be noted.

Reason for decision

To note the minutes.

**C3295 YOUTH EMPLOYMENT IN THE VALE OF GLAMORGAN COUNCIL
(REF) –**

The Scrutiny Committee Corporate Performance and Resources on 1 September, 2016 considered the above report.

The above matter had been previously considered by the Cabinet on 11th July, 2016 and referred to the Committee for consideration.

The above report set out the Council's approach to the increased employment of young people in line with the Council's Workforce Planning objectives i.e. the need to increase the employment of 16-24 year old employees proportionate to the wider workforce as previously approved by the Cabinet at its meeting on 23rd May, 2016. The Head of Human Resources indicated that the percentage of 16-24 year old employees within the Council's workforce fell from 13.4% in 2013 to 12.6% in 2015. This compared to 17.1% when taking account of the age profile within the Vale of Glamorgan area.

The above objective was a medium to long term aim and was congruent to the Wellbeing Outcomes as set out in the Corporate Plan for 2016-20.

The Head of Human Resources also reminded the Committee of its previous decision when it considered the possibility of a partnership arrangement with Caerphilly Council to implement their PASSPORT Youth Employment Scheme across the Vale of Glamorgan. However, the above plans could not be progressed due to the withdrawal of WEFO funding resulting in the Caerphilly Council scheme being discontinued. He indicated that in view of the above, it had been important to look at alternative options for strengthening the Council's approach. In addition, it was also important to note that the UK Government was also introducing a new apprenticeship levy from April 2017, to be paid by all employers at a rate of 0.5% of the wage bills. It was still unclear as to how the scheme would be implemented in Wales, however the Council was in a position to fully utilise the levy once the parameters and working practices had been agreed.

The Head of Human Resources' attention then turned to the continuing good work that had been achieved by the Council with the existing employment of administratively based Foundation Modern Apprentices (FMAs) and Craft Apprentices within the Council's Building and Housing Teams. He indicated that whilst the Council's existing arrangements were positive, they did not always reflect the diverse nature of the Council in terms of its services and occupational groups and may not, on their own, help the Council achieving its Workforce Planning objectives. Having regard to this, he suggested that a more co-ordinated approach was required and specifically to "improve the employment of school, college and university leavers" as well as "launch a Council wide professional apprenticeship scheme".

In terms of a way forward, it was proposed that the Council broaden the provision of youth employment further developing the apprenticeship programme and building stronger relationships with school, local colleges and Career agencies to promote the available opportunities within the local employment market. He indicated that strengthening the Council's approach would meet the Council's wellbeing objectives and also compliment the actions set out within the draft Corporate Strategy for Children Who Need Care and Support in prioritising Looked After Children in accessing opportunities for employment and skills.

In order to deliver the above principles, it was proposed that work would continue surrounding the continued investment in the provision of FMAs across the Council with over the next 12 months it being proposed to increase the marketing of the FMA scheme within the Vale schools and in partnership with Career Wales and Job Centre Plus; to further broaden the provision of apprenticeships into a Council wide provision across a wider range of service areas and with this in mind, he indicated

exploratory discussions had taken place recently with Cardiff and Vale College to develop a strategic partnership in the development of apprenticeship opportunities within the Council and followed the recent launch of the College's Apprenticeship Training Academy (ATA) model. He further indicated in exploring the above model, work would continue with managers across the Council to identify opportunities within the relevant service areas. Under the ATA model, the College would employ the apprentices and provide the learning and support for employees to complete their qualification. The salary and the administrative costs would be met from the relevant service areas out of existing staffing budgets. Cabinet, at its meeting on 11th July had granted delegated authority to the Head of Human Resources, in consultation with the Managing Director and the Leader, to continue such exploratory discussions with the College and to develop a proposal for final consideration by the Cabinet.

In addition to the above, the Council would continue to accommodate work experience placements where capacity and co-ordination allowed. In addition, the Council's Workforce Plan also referred to the strengthening of the Council's approach to the use of trainees over the next year and seeking to build a Council wide scheme. It was noted that the Council currently had a total of 15 trainees / interns employed cross the Council, but managed on a service by service basis. He intimated that a more co-ordinated approach to this issue would provide the opportunity to strengthen the marketing and promotion of graduate / trainee recruitment and in liaison with universities and colleges.

Plans were also proposed to develop the promotion of the available opportunities for employment within the Council, the profile and reputation of the Authority and the review of the methodology for advertising such opportunities. The greater targeting of recruitment literature and communication methods through social media would both support the spirit of the initiative and to ensure greater cost effectiveness. He indicated that work in this area would be helped through the development of a Human Resources Service Centre over the coming months and the capacity afforded through the appointment of a temporary Employment Officer as referred to in paragraph 37 of the report, who would assist to "pump-prime" the activity set out within the report and to develop a sustainable model of delivery which could be adopted across the Authority.

In referring to the report, the Vice-Chairman considered that the Council should be a leader within the youth employment sector and should be aiming for a target percentage of 25% when looking at the age profile within the Vale of Glamorgan area. He referred to his recent citing of the Council's vacancy bulletin and referred to certain posts which were requiring experience, but in his view, considered such roles

to be competency based with the requirement for experience blocking young individuals' access into work. He questioned whether service departments needed to be micro managed by Human Resources to ensure that appropriate measures were in place when advertising vacant posts. In addition, the Vice-Chairman referred to Job Growth Wales and considered that the Council needed to look again at this initiative and importantly to revitalise the Council's approach to youth employment. He also alluded to the reference from the Environment and Regeneration Scrutiny Committee which raised concerns about the number of vacant posts in the Council's Highways and Engineering Department, with the Scrutiny Committee suggesting that the Council consider a training programme to encourage "home grown" staff and develop appropriate skills. He considered that the concerns raised by that Scrutiny Committee were legitimate and supported the suggestion.

A Member of the Committee supported the comments of the Vice-Chairman and indicated that he would like also to see how effective the proposals were and whether there were indicators in place. In response, the Head of Human Resources referred to the Workforce Planning Performance Indicators and suggested that he could bring a further report on the issue to a future meeting.

Another Member made reference to the Council's existing challenges in terms of its Reshaping Services Programme and considered it was still important to place the importance on experience within the workforce. He also considered that there was a responsibility on the wider public sector across the Vale to look at partnerships to increase greater youth involvement in the employment market. He felt it was important the Council should not be left alone to undertake such a task given that it had limited resources.

In response, the Head of Human Resources indicated that similar issues were being experienced across other Local Authorities in Wales and particularly in relation to the promotion of career opportunities within Local Government. On this basis he agreed to raise the issue with the Local Government network and particularly through the WLGA.

The Chairman considered that given the wider context of youth employment within the county and the implications for the Council in meetings its Workforce Planning objectives, suggested that the matter be referred to the Cabinet for further consideration and requesting that the matter be referred to the Public Service Board for consideration. In addition, he concurred with the view of the Head of Human Resources given the limited ability of the Council in regard to capacity and co-ordination to ask the Cabinet to raise with the WLGA the image of career

opportunities within the Local Government and public sector given recruitment difficulties currently experienced by the Council.

Having regard to the above, it was

RECOMMENDED –

(1) T H A T the Head of Human Resources submit a report to a future meeting in respect of the Council's Workforce Plan indicators / performance.

(2) T H A T the Cabinet be requested to raise the image of employment / career opportunities within the Local Government sector with the WLGA and the Public Service Board.

Reasons for recommendations

(1) To allow the Committee to monitor the progress of the Council's Workforce Plan.

(2) To raise awareness of recruitment difficulties and career opportunities within Local Government and the Public Sector.



After presenting this item, the Leader noted the comments of the Corporate Performance and Resources Scrutiny Committee who raised some important issues in relation to Youth Employment. He accepted that there was a need to ensure that the Council employed as many Young People as possible. He also noted that the Council had to ensure that staff were experienced and services were carried out effectively and efficiently.

The Leader confirmed that the Head of Human Resources' should present a further report on this matter and he looked forward to receiving any comments at that time from the Scrutiny Committee.

Cabinet, having considered the recommendations of the Scrutiny Committee
Corporate Performance and Resources

RESOLVED –

- (1) T H A T the Leader, as Chairman of the Public Service Board, adds the issue of Youth Employment to the agenda of a Public Service Board meeting, and the Head of Human Resources be requested to liaise with the WLGA to explore what can be done to raise the image and encourage employment of Young People within Local Government throughout Wales.
- (2) T H A T a future report be presented to Cabinet exploring how the Council can encourage Youth Employment and report whether Job Growth Wales, or any other organisation, can help the Council to achieve increased employment of Young People.

Reasons for decisions

- (1-2) To raise awareness of recruitment difficulties and career opportunities within Local Government and the Public Sector.

**C3296 ANNUAL REPORT OF THE DIRECTOR OF SOCIAL SERVICES
2015-2016 – CHALLENGE VERSION (REF) –**

The Scrutiny Committee Healthy Living and Social Care on 12 September, 2016 considered the above report of the Director of Social Services.

The Director of Social Services presented a copy of his Annual Report for 2015/16. He advised that, through an earlier workshop, Members of the Committee had had the opportunity to have dialogue with officers, to raise issues and recommend change. He stated his appreciation for the level of discussion and he thanked Members for their contribution.

The Annual Report that was attached at Appendix 1 gave the Director an opportunity to provide people in the Vale with a rounded picture of Social Services - based on evidence drawn from a wide range of sources such as what users and carers have said, key performance indicators and measurements of progress against the overall goals of the Council.

The Report was written for a wide range of people, including service users and carers but also Elected Members, the Council's own staff, and a range of partners and providers who helped deliver services. It was used by the Care and Social Services Inspectorate for Wales (CSSIW) as evidence for their annual evaluation of the Council and to guide their inspection programme in the Vale of Glamorgan.

The Director's Annual Report was important for the people of the Vale of Glamorgan, Members of the Council and partners, both statutory and in other service sectors. It outlined the current context within which Social Services were operating and detailed proposed priorities for improvement. Circulating the Challenge Version was intended to allow key stakeholders the opportunity to comment and make observations before the Report was finalised, ensuring that it accurately reflected the position of Social Services.

In outlining the format of the Annual Report, the Director advised that a key use made of it was to encourage greater 'co-production' in areas such as service design and operational delivery. This had to be grounded in an informed understanding of the overall issues and the way in which specific services were being delivered. It was important for readers to fully understand what was going on. Some people would be interested in the big picture and some only in the specific service they received. Page 5 of the report included a summary, whilst the overview from page 6 provided a focus on achievements. A major element of the Annual report was the ongoing challenges facing social services, and the Director highlighted the following:

- Managing reductions in funding while minimising wherever possible the impact on front line service delivery;
- Providing effective support for a rising population of older people with increasing levels of need, for children and other people with increasing complex health conditions and for families experiencing periods of difficulty and vulnerability;
- Developing closer partnership working in order to deliver new models of care and support services across the whole range of need;
- Meeting new service requirements with limited public resources available to implement the changes, including those arising from increased statutory obligations;
- Ensuring quality of care, managing risk of service failure and increased safeguarding responsibilities;
- Reducing unnecessary bureaucracy so that the Directorate gets help to people more quickly and provides staff with more time for direct work.

The Director added that the Vale Council had a good reputation for managing its budget. However, he alluded to challenges as a result of increasing demand for domiciliary care services and the case for extra resources. He also referred to the considerable programme in regard to the re-modelling of services and the expectations that the Council could eventually have to face unpalatable choices around how services were delivered, if budget pressures and savings continue to grow. He also mentioned similar challenges facing the local health board, which

might result in the lowering of performance targets or a cap on staffing levels/use of agency staff. It was important, therefore, for any priority objective to address these strategic concerns and the Director made reference to the 'agenda for change' around which the Vale Council had a good track record.

As in previous years, each Head of Service in the Directorate had also provided an Annual Report, including an assessment of how well each Division was doing in different service areas and priority objectives for improvement in 2015/16. These were attached at Appendices 2, 3 and 4. They were to be published separately but at the same time as the Director's Report. All the reports represented the views of the Director and other managers in Social Services; however, they were not Council policy at this stage.

The priority objectives contained in the reports would be delivered within the financial constraints set by the Social Services Budget Programme, which was approved by Cabinet and reported regularly. The final reports would be presented to Cabinet for approval of the priority objectives and then circulated widely. They would be made available via the Council's website.

A Committee Member thanked the Director for a very detailed report. He commented on the assessment of challenges, and he highlighted his concerns around the financial situation and the projected £1million overspend for this year. He stated that with increased demand and less resources, the Welsh Government needed to outline how it intended to fund social care and well-being services. He added that the Scrutiny Committee had welcomed previous reports about significant improvements such as the evaluation by the Care and Social Services Inspectorate for Wales (CSSIW) but there had to be recognition of the £1million budget overspend.

In querying the size of the Annual Report, the Chairman stated that he felt that some sections were quite repetitive and he commented that it would be preferable if specific areas were mentioned only once. He also felt that the Director's Report dealt with service objectives, whereas reports of the Heads of Services were aligned to service areas, and so the same topics would be covered in various parts of the report.

A Committee Member stated that he considered the report was not too long and that it was meant for many different audiences. There was a need for detail which readers could find in the main body of the report and he stated that the report covered all areas. He went on to comment that the report contained warnings and it was therefore important to look at the situation in England and the challenges being

faced there. He added that the money would not be available to provide services in the same way, but there were always opportunities to introduce alternative models which were both cheaper and which provided better services. He then referred to an example with the Health Service around best practice. This related to a review undertaken on the take up of acute beds. It was found that at the University Hospital Wales the number of patients that required an acute bed was below 50%, whereas this was above 50% at Llandough Hospital. The Health Board had looked at its service model to ensure that those patients in acute beds were those that needed to be there and were supported with the right staff. He also outlined another example in relation to orthopaedics, in which, 6 surgeons would each carry out the same operation but in their own individual way. He felt that there must be some way of identifying which surgeon best performed the operation. The Member stated that finding best practice was key but he also expressed concern as to whether sufficient money would be available in future years to deliver services.

The Director, in responding to a query on partnership arrangements with Cardiff Council, stated that the situation was improving. He commented on the requirement, following the introduction of the Social Services and Wellbeing Act, to work on a collaborative regional basis and the need to achieve economies of scale and he stated that the Directorate could demonstrate that the Vale Council was itself a good partner.

RECOMMENDED –

- (1) T H A T the contents of the report be noted.
- (2) T H A T the Director's Annual Report 2015-16 be referred to Cabinet for its consideration.

Reasons for recommendations

(1&2) To provide Elected Members with an opportunity to contribute to the challenge process for the Director's Annual Report 2015-16.

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At the meeting, the Leader highlighted page 5 of the Director of Social Services Annual Report – Challenge version attached as the Appendix to the report to Scrutiny, explaining that it provided a concise summary of the detailed document.

The Director of Social Services thanked Cabinet for its endorsement and noted that this was a challenge version of the report that was written for a diverse audience. He also explained that he continued to discuss and engage with stakeholders to create the final version of the Annual Report. Finally, he commented that there were five positive videos within the body of the report that presented service users describing their experiences of care and support in the Vale of Glamorgan.

Cabinet, having considered the recommendations of the Scrutiny Committee Healthy Living and Social Care

RESOLVED – T H A T the contents of the challenge version of the report be noted and a final update report be presented to Cabinet in due course.

Reason for decision

To note the contents of the report.

C3297 CABINET QUARTERLY WORK PROGRAMMING AND MONITORING (L) (SCRUTINY COMMITTEE – ALL) –

Cabinet presented its Quarterly Work Programme for the period September to December 2016 and provided a progress update against the last the last Cabinet Quarterly Work Programme from May to July 2016.

In accordance with the provisions of the Local Government Act 2000 and the Council's Constitution, the Cabinet Annual Strategic Forward Work Programme Forward Work Programme attached at Appendix A to the report, set out matters which the Executive and Full Council were likely to consider during May 2016 to April 2017.

The Cabinet Quarterly Work Programme attached at Appendix A to the report set out matters that were included in the Strategic Work Programme as well as other specific items that the Executive and Full Council were likely to consider during September to December 2016.

Appendix B attached to the report provided an update on the previous Quarterly Work Programme May 2016 to July 2016, and highlighted those reports that were not submitted to Cabinet with the reasons for non-submission supplied by officers. The appendix also highlighted the timescale to consider those items that had not to date been reported.

After presenting this item, the Leader noted that two minor amendments were required:

- In the Cabinet Quarterly Work Programme attached at Appendix A to the report, the “Officer Delegation to Waiver Disabled Facilities Grant Conditions” be reported in October in lieu of September.
- In the update on the previous Quarterly Work Programme May 2016 to July 2016 attached at Appendix B to the report, the update for the “Annual Report – Section 106 Legal Agreements 2015-2016” be amended to “Submitted 11 July, subsequently referred to the Scrutiny Committee Environment and Regeneration and circulated to all Members and Clerks of all Town and Community Councils for information” in lieu of the matter being referred to Planning Committee for information.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T progress against the amended last Cabinet Quarterly Work Programme from May to July 2016 attached at Appendix B to the report be noted.
- (2) T H A T the Quarterly Work Programme of the Cabinet / Council for the period September to December 2016 attached at Appendix A to the report be approved as amended.

Reasons for decisions

- (1-2) To comply with the requirements of the Local Government Act 2000, subordinate legislation and the Council's Constitution.

C3298 IMPROVEMENT PLAN PART 2: ANNUAL REVIEW OF PERFORMANCE 2015/16 AND LOCAL GOVERNMENT PERFORMANCE 2015/16 (L) (SCRUTINY COMMITTEE – ALL) –

Cabinet was presented with the draft Improvement Plan Part 2: Annual Review of Performance 2015/16, which contained performance and improvement information for Improvement Objectives agreed in April 2015. The report also outlined the

findings of the Local Government Data Unit Wales in its annual bulletin of Local Government Performance for 2015/16.

The Council's Part 1 Improvement Plan for 2015/16 was agreed by Cabinet on 28 April, 2015; as required by the Local Government (Wales) Measure 2009. The Plan set out five Improvement Objectives for 2015/16. The Local Government Data Unit Wales published an annual bulletin of Local Government Performance which outlined the performance of Welsh authorities across a range of national indicators.

The full Part 2 Improvement Plan was available online at the following link: www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2016/16-09-26/Appendices/Improvement-Plan-Part-2-Annual-Review-of-Performance-201516-and-Local-Government-Performance-201516.pdf and copies were also placed in the Members' Room and Group Rooms, was a document primarily looking back over 2015/16. It contained key performance information which helped demonstrate progress towards achievement of our Improvement Objectives.

The majority of the information contained within the Plan was informed by quarterly and end of year performance reports which were discussed by all Scrutiny Committees throughout the year. The Part 2 Plan brought together this information in one report, which would be used by the Wales Audit Office to assess the Council's capacity to improve, and therefore was of critical importance to the reputation of the Council.

The report concluded that overall, the Council had been successful in achieving the majority of the positive outcomes intended in the Council's Improvement Objectives for 2015/16, despite challenging financial times and increasing demand for services.

The report summarised the Council's conclusions on the five Improvement Objectives for 2015/16. Four out of five Improvement Objectives set for the year were judged to have been achieved. Objective 5, 'Reducing the achievement gap between pupils in receipt of free schools meals and those who are not' was judged to be partially achieved because whilst standards had improved overall, the standards achieved by children entitled to free schools meals did not yet meet those of other children in all key stages.

All five Improvement Objectives remained long term strategic priorities for the Council and the success achieved in 2015/16 represented the start of what would be a long programme of initiatives to continually improve services for citizens of the Vale.

Much of this data and analysis was considered in the Local Government Data Unit Wales performance bulletin 2015-16 attached at Appendix 1 to the report. The report looked at a range of indicators and assessed the performance of individual authorities. The report indicated that the Vale of Glamorgan Council was ranked as the top performing Council, having the most indicators (26) in the top quarter of Welsh authorities.

After presenting this item, the Leader highlighted Paragraph 7 of the report and noted that the Plan was substantially complete with no changes to performance information provided by the Local Government Data Unit in readiness for the Council's consideration of the Plan. He also noted that in accordance with Paragraph 41 of the report, this matter had been considered by the Corporate Performance and Resources Scrutiny Committee and endorsed with no comments. Finally, the Leader highlighted paragraph 31 of the report, in particular measure SCC011b, commenting that it was important to note that the Council had increasingly focused its resources on Social Care Officers enabling them to see children alone at the point of initial assessment, where it was deemed appropriate.

The Director of Social Services commented that these figures were not a true reflection of the work that was being undertaken in this area, as most initial assessments were seen by experienced Social Care Officers, with all complex cases automatically referred to Social Workers. He commented that this approach freed up the time and resource of a Social Worker for cases/clients where it was deemed more appropriate. As such, the indicator was not a true reflection of the Council's performance in this area. The department had recorded initial assessments by both Social Care Officers and Social Workers and, when tallied, he believed this would place the Vale of Glamorgan in the top quartile in Wales for Safeguarding Children.

The Leader and Managing Director commented that if this indicator was to be retained, the Council should write to the Welsh Government Data Unit to request that the methods of measuring this indicator be changed to reflect that Councils can use different means of providing the service and meet the criteria.

The Cabinet Member for Visible, Leisure and Regulatory Services highlighted page 26 of the Local Government Data Unit Wales performance bulletin 2015-16 attached at Appendix 1 to the report, concerning Sport, Leisure and Culture, as he believed this was another area where the data provided by the Council was not providing a true reflection of the Council's performance in this area. He further commented that, contrary to the Local Government Data Unit Wales performance bulletin 2015-16, Sport Wales had listed the Vale of Glamorgan Council as one of the top performing and most active Local Authorities in Wales.

This was a matter for Council decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the Improvement Plan Part 2: Annual Review of Performance 2015/16 be endorsed and referred to Full Council on 28 September, 2016 for approval.
- (2) T H A T the publication of the Local Government Data Unit Wales bulletin on Local Government Performance 2015/16, which ranks the Vale of Glamorgan Council as the highest performing local authority in Wales, be noted.
- (3) T H A T staff be congratulated for their hard work and contribution to the Council's exceptional performance.

Reasons for decisions

- (1) To meet the requirements of the Local Government (Wales) Measure to publish an annual review of Council performance and ensure that action was taken to continually improve.
- (2) To apprise Members of the performance of the Vale of Glamorgan Council relative to other Welsh authorities during 2015/16.
- (3) To thank staff for their hard work.

C3299 SCRUTINY OF THE VALE OF GLAMORGAN PUBLIC SERVICES BOARD (L) (SCRUTINY COMMITTEE - CORPORATE PERFORMANCE AND RESOURCES) –

Cabinet was requested to consider arrangements for scrutiny of the Vale Public Services Board.

The Well-being of Future Generations Act came into force in April 2016 and its primary aim was to ensure public bodies improved the economic, social, environmental and cultural well-being of Wales in accordance with the sustainable development principle. The Act set out seven well-being goals against which

specified public bodies and Public Services Boards had to set and publish well-being objectives. The Act established Public Services Boards (PSBs) in each local authority area and these built on work already undertaken through the Local Service Boards (LSB) which they replaced.

The work of the PSB had to be scrutinised by a designated local authority scrutiny committee. The statutory guidance acknowledged, however, that it would be legitimate for a scrutiny committee to scrutinise the work of the PSB in relation to a particular issue relevant to their terms of reference. The relevant extract from the guidance was attached as Appendix A to the report. A report was presented to Cabinet on 25 July, 2016 which advised Cabinet of the agreed terms of reference and arrangements for the PSB. A copy of the report was attached as Appendix B to the report. The PSB also agreed at its first meeting to adopt the existing Community Strategy and its Delivery Plan and the sub-group arrangements of the former LSB. The PSB would therefore continue to focus on tackling poverty as outlined in the current delivery plan.

The PSB had to publish a Well-being Plan by May 2018 which had to be informed by a well-being assessment. This assessment had to be published twelve months before the publication of the PSB's Well-being Plan. Work had already begun on the well-being assessment with an aim to publish it in April 2017. The assessment would include a range of Vale wide data but there would also be a community focus to the work.

As noted above, the Welsh Government guidance stated that the work of the PSB had to be scrutinised by a designated local authority scrutiny committee. The report therefore proposed that the work of the PSB would be reported to Corporate Performance and Resources Scrutiny Committee as it was consistent with the Committee's terms of reference in terms of 'overall monitoring of corporate health' and scrutiny of 'corporate policy and performance'. It was also proposed that reports on specific issues e.g. community safety, NEETs would continue to be reported to the relevant scrutiny committee. This approach would be similar to how the work of the former Local Service Board was scrutinised.

This was a matter for Council decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the work being done to develop the Public Services Board and the Well-being Assessment be noted.
- (2) T H A T it be recommended to Council that the Corporate Performance and Resources Scrutiny Committee be designated the local authority committee with responsibility for scrutinising the Public Services Board.
- (3) T H A T it be recommended to Council that the terms of reference for the Corporate Performance and Resources Scrutiny Committee be amended to make specific reference to scrutiny of the Public Services Board.

Reasons for decisions

- (1) To provide an update to Members on the development of the Public Services Board.
- (2) To clarify arrangements for scrutiny of the Public Services Board.
- (3) To ensure the Committee's role in scrutinising the Public Services Board was clearly stated within the Committee's terms of reference.

**C3300 MEDIUM TERM FINANCIAL PLAN 2016/17 TO 2019/20 (L)
(SCRUTINY COMMITTEE - CORPORATE PERFORMANCE AND RESOURCES) –**

The draft Medium Term Financial Plan 2016/17 to 2019/20 was submitted for consideration and approval.

The Budget Strategy for 2017/18 was approved by Cabinet on 25 July, 2016 (minute number C3257 refers). The strategy established a baseline for services to prepare initial revenue budgets for 2017/18 based on the cost of providing the existing level of service and approved policy decisions and included any net savings targets set.

The draft Medium Term Financial Plan 2016/17 to 2019/20 was attached at Appendix 1 to the report. The purpose of the Medium Term Financial Plan was to link the Council's strategic planning process with the budget process and to ensure consistency between them. It was a mechanism that attempted to match future predicted resources and expenditure, identify potential shortfalls and provide the financial framework for the next 3 years.

This Medium Term Financial Plan, therefore, attempted to:

- Identify the main financial implications resulting from the increased pressure falling upon Council services, including pay and price inflation, legislative and demographic changes;
- Estimate the reduced financial resources that would be available to the Council to meet these demands;
- Match the predicted expenditure and resources and provide a framework to develop a financial strategy towards achieving a balanced budget for the next 3 financial years.

Initial estimates present the following picture showing a projected savings target between 2017/18 and 2019/20 of £24.1m, comprising of £7.8m of savings already identified and £16.3m yet to be allocated.

Matching Predicted Resources to Expenditure	2017/18 £000	2018/19 £000	2019/20 £000
Real Term Decrease in Resources	5,205	5,061	4,930
Cost Pressures	4,064	2,642	2,244
Identified Savings	(7,021)	(762)	(0)
Additional Shortfall	2,248	6,941	7,174

The achievement of the identified savings was by no means guaranteed, but failure to deliver this level of savings would significantly impact on the Council achieving its required financial strategy which would now be based on an estimated reduction of £24.1m by 2019/20.

The report noted that in arriving at this shortfall, there would inevitably be additional cost pressures arising between now and 2019/20 which were as yet unknown and little provision had been made for service development. Although savings would continue to remain a major expectation of future budgets, it was unlikely that the Council would seek to or be able to fund all cost pressures.

As a result of the high level of savings required, there would be difficulties in maintaining the quality and quantity of services without exploring opportunities for collaboration and alternative forms of service delivery. The only realistic option facing the Council in future years was the successful delivery of its Reshaping Services programme.

Options which were recommended within the Plan for exploration as part of the 2017/18 budget process were:

- Considering the results of the budget engagement process in determining priorities for future savings and service delivery;
- Review the appropriateness of the existing financial strategies for Education and Schools, Social Services and Other Services;
- Review feasibility of increasing the use of the Council Fund Reserve as part of the financial strategy;
- Reviewing the level of cost pressures with a view to services managing and reducing demand and mitigating pressures;
- Services funding their own residual cost pressures through reviewing their existing budgets and revised/alternative means of service provision;
- Services meeting their own pay inflation through reviewing their staffing structure in line with changes to service delivery and workforce planning requirements;
- Considering the level of price inflation provided which could be restricted to covering the contractual commitments on larger contracts;
- Reviewing the priorities for funding statutory and non-statutory services, including establishing minimum levels of service provision; and
- Considering the latest position regarding the Council's Reshaping Services programme and the results of the process in order to identifying further area for savings;
- Reviewing the achievement of the 2016/17 savings targets; and
- Considering the possibility of a reduction in the level of service.

Whatever strategy was taken forward would involve the use of the Council Fund and other reserves to allow the specific savings required to be developed, consulted upon and implemented. The current strategy had approved the use of £1.5m of the Council Fund in 2016/17. However, the Medium Term Financial Plan had identified a significant increase in the level of savings required. As such, it may be necessary to increase the use of reserves in the short term subject to the Council Fund reserve balance not falling below a figure which the Section 151 Officer deemed to be a reasonable minimum.

From a Capital Programme perspective, an expected decrease in the Council's General Capital Funding allocation in 2017/18 and specific capital grants from Welsh Government, coupled with limited capital receipts, continued to give the Council little room for manoeuvre in progressing its priorities in this area.

A Capital Programme had been agreed for the period 2016/17 to 2020/21. Any amendments would be dependent on future funding levels and for the most part were expected to relate to changes in phasing of the existing approved programme.

At the meeting the Leader commented that the draft Medium Term Financial Plan had been simplified so that people could read it from start to finish and get a good oversight of the financial prediction for the Council in the coming few years. He also noted that under paragraph 28 of the report, the relevant Scrutiny Committee should read "Corporate Performance and Resources".

The Cabinet Member for Regeneration and Education commented that the Council had made £50m of savings in the last 5 years and would have to make £24.1m in the next three years. As such, these could not be achieved by continued cuts to services and instead collaborative solutions had to be sought to achieve this difficult level of savings.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED – T H A T the contents of the draft Medium Term Financial Plan for 2016/17 to 2019/20 be endorsed.

Reason for decision

To facilitate the integration of medium term financial planning into the corporate planning and budget process.

C3301 CHRISTMAS GRANTS 2016/17 (L) (SCRUTINY COMMITTEE - CORPORATE PERFORMANCE AND RESOURCES) –

Approval was sought in the awarding of Christmas Grants for 2016/17.

In 2015/16 as in previous years Town/Community Councils were requested to submit a suitable Christmas feature project for Community Action Self Help (CASH) funding.

In respect of Christmas CASH grants the report proposed that the sum was maintained at £315 per Town and Community Council in 2016/17. The budget set aside for this in 2016/17 was £7k. In respect of Christmas lunch grants for pensioners and similar organisations, it was proposed that the sum of £3.00 per capita was maintained for 2016/17. The budget set aside for this in 2016/17 was £5k.

As in 2015/16 the report proposed that applications for Christmas grants in 2016/17 would be distributed on request only.

After presenting this item, the Leader noted that under paragraph 16 of the report, the relevant Scrutiny Committee should read “Corporate Performance and Resources”.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the sum to be made available to each Town/Community Council that applies for Christmas Community Action Self Help funding for 2016/17 will be £315.
- (2) T H A T the per capita sum to be made available to pensioner and similar organisations that apply for Christmas Lunches in 2016/17 will be £3.00.
- (3) T H A T delegated authority be granted to the Managing Director in consultation with the Leader to award Community Action Self Help grants.

Reasons for decisions

- (1-2) To award monies in accordance with the scheme.
- (3) To enable Community Action Self Help grant applications to be processed.

**C3302 SENSE OF PLACE LED REGENERATION IN BARRY (RE)
(SCRUTINY COMMITTEE - ENVIRONMENT AND REGENERATION) –**

Cabinet was requested to consider the Feedback Report from the Regeneration Forum held on 25 May, 2016 and agree a course of action.

Cabinet had previously considered reports on options for future regeneration partnership working arrangements in Barry following the conclusion of the Welsh Government's Barry Regeneration Area Programme.

The Regeneration Forum was a key element of partnership working arrangements. It served to bring together people from different parts of the Barry community, giving them an opportunity to interact and discuss the issues affecting the fabric of the town

and surrounding area. The theme for the 2016 Forum (held on 25th May at the Memo Arts Centre) was “Creating a Sense of Place for Barry”. Sense of Place led regeneration involved engaging with and re-inspiring community and tourism groups about their locality to harness their knowledge in order to provide improved and enriched interpretation of that place, and an increased sense of pride and ownership. Attendance was encouraged from across a broad range of organisations, residents and local interest groups and 100 delegates registered to attend the 2016 Forum.

As part of the Regeneration Forum Angharad Wynne, a leading Sense of Place advisor for Visit Wales, devised and ran a workshop to ascertain current thoughts and attitudes towards Barry, capture issues, highlight possibilities and gauge the appetite for, and priorities for change. Workshop participants were asked to prioritise activity to support redevelopment and regeneration in Barry, based on solutions which had successfully supported regeneration and place making in other towns and cities in the UK. A Feedback Report written by Angharad Wynne was attached at Appendix 1 to the report.

The top three solutions prioritised by the workshop participants were:

- Improve Signage and Sense of Arrival at Gateway Points
- Use Barry's Story to Inform and Inspire a New Brand Proposition for the Town, to Include an Agreed Set of Values, Tone, Imaging and Visual Language
- Engagement Workshops to Refine and Define Barry's Story, Sense of Place and Inspire a Forward Vision for the Town

A core part of Sense of Place led regeneration was working with communities and business groups to help strengthen local identity and branding, and promote the special and particular attributes of the area. With this in mind and in light of the passion and commitment shown by delegates at the 2016 Forum it was proposed to present the report and its findings to the Barry Regeneration Advisory Group in October, in order to support the process of developing Barry's Sense of Place and drive regeneration and place making in the town.

At the meeting, the Cabinet Member for Regeneration and Education tabled comments that had been received from Councillor Ian Johnson which were duly noted.

The Head of Regeneration and Planning commented that the Sense of Place project meeting at the Regeneration Forum held on 25 May, 2016 was very inclusive and provided a broad representation of the population of Barry.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the Feedback Report from the Regeneration Forum held on 25 May, 2016 as attached at Appendix 1 to the report be noted and published on the Council's website.
- (2) T H A T delegated authority be granted to the Head of Regeneration and Planning, in consultation with the Leader and Cabinet Member for Regeneration and Education, to continue to develop and administer the Sense of Place project based on the solutions proposed in the Feedback Report as attached at Appendix 1 to the report including engagement with the community when necessary.
- (3) T H A T the report be forwarded to Barry Town Council for information and be presented to the next meeting of the Barry Regeneration Advisory Group.
- (4) T H A T the report be referred to Scrutiny Committee Environment and Regeneration for consideration.

Reasons for decisions

- (1) To monitor progress and keep interested parties apprised.
- (2) To allow the Sense of Place project to progress.
- (3) To advise the Barry Regeneration Advisory Group and keep Barry Town Council apprised of progress.
- (4) To allow Scrutiny Committee Environment and Regeneration to consider the report and issues therein.

C3303 PROPOSAL TO INCREASE WELSH MEDIUM SECONDARY SCHOOL PLACES (RE) (SCRUTINY COMMITTEE - LEARNING AND CULTURE)

-

Cabinet was advised of the outcome of the consultation exercise undertaken on proposals to increase Welsh medium secondary school places by expanding Ysgol Gymraeg Bro Morgannwg from 1361 to 1660 places on its current site, and approval was sought to enable Cabinet to decide whether or not to publish a statutory public notice to this effect.

The Council had a duty to review the number and type of schools in the area and to make the best use of resources to continue raising standards in schools. The Council also had a statutory obligation to meet the demand for Welsh medium education.

Pupil demand for Welsh medium secondary education was forecast to increase significantly from September 2018 as pupils from two new Welsh medium primary schools established in Llantwit Major and Barry in September 2011 began to feed into the secondary sector. The capacity of Ysgol Gymraeg Gwaun y Nant was increased in September 2015 from a one form entry to two forms of entry. The additional pupils from this school were likely to require a Welsh medium secondary school place from 2022 onwards.

Welsh medium secondary education was currently provided at Ysgol Gymraeg Bro Morgannwg, a 3-19 all through school located in Barry. The school provided the only Welsh medium secondary school provision for the authority and accommodated pupils from six Welsh medium primary schools located across the Vale of Glamorgan. Ysgol Gymraeg Bro Morgannwg was forecast to be at full capacity by 2020. Additional places would be required to accommodate those seeking Welsh medium secondary education in the Vale of Glamorgan.

In order to provide sufficient capacity to meet the demand for additional Welsh medium places for children of secondary school age, it was estimated that Ysgol Gymraeg Bro Morgannwg would need to increase its secondary phase capacity from 1,151 places to 1,450 places.

Cabinet met on 6 June, 2016 where a report on the proposal to increase Welsh medium secondary school places was presented. Cabinet agreed at that meeting to undertake a consultation on the proposal from 20 June, 2016 for a period of 6 weeks. In line with the requirements of the School Standards and Organisation (Wales) Act 2013 and School Organisation Code 2013, a consultation exercise with

prescribed consultees was undertaken between 20 June and 1 August, 2016. The consultation document was attached at Appendix A to the report. A Community Impact Assessment was attached at Appendix B to the report.

A consultation report had to be published within 13 weeks of the end of the period allowed for responses to the consultation. The publication of a consultation report had to take place to support Cabinet's decision as to whether there was suitable evidence to justify the publication of a statutory notice and had to take place before a statutory notice was published on the proposal. The consultation report was attached at Appendix C to the report.

The Vale of Glamorgan Council received 232 individual responses by the closing date through the medium of English and Welsh. Of the 232 individual responses, 213 (92%) consultees were in support of the proposal, 12 (5%) were opposed and 7 (3%) offered no opinion either way. There was no response from any of the trade unions consulted as part of the exercise. A summary of the key themes and issues raised by the respondents, including that of the governing bodies and Estyn, as well as the Council's responses were contained within the consultation report attached at Appendix C to the report.

The report recommended that, on balance, the benefits of the proposal to increase Welsh medium places by expanding Ysgol Gymraeg Bro Morgannwg on its current site outweighed any disadvantages and the proposal satisfied the Council's statutory obligation to meet the demand for Welsh medium education.

To progress the proposal a statutory notice had to be published providing 28 days for objections. The notice had to be published on a school day and with 15 school days included within the notice period. It was proposed to issue a statutory notice for the amalgamation to run during October 2016 and into November 2016 if approval to proceed was granted by Cabinet.

Following the publication of a statutory notice and objection period, a further report to Cabinet would be issued on the outcome of the statutory notice period.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the findings of the consultation exercise and the equality impact assessment of the proposal be noted.
- (2) T H A T the publication of the consultation report on the proposal be approved.
- (3) T H A T the publication of a statutory public notice to increase Welsh medium school places at Ysgol Gymraeg Bro Morgannwg be approved.

Reasons for decisions

- (1) To ensure the views of prescribed consultees were taken into account in the decision making process and that the Council complies with its public sector equality duty.
- (2) To ensure the Local Authority meets the requirements of the School Standards and Organisation (Wales) Act 2013 and School Organisation Code 2013.
- (3) To progress the proposed increase in Welsh medium secondary school places at Ysgol Gymraeg Bro Morgannwg.

C3304 INDEPENDENT MENTAL CAPACITY ADVOCATES/RELEVANT PERSONS REPRESENTATIVE (HSCH) (SCRUTINY COMMITTEE - HEALTHY LIVING AND SOCIAL CARE) –

Approval was sought for the Social Services Directorate to act as lead commissioner on behalf of the Vale of Glamorgan Council and the City of Cardiff Council for regional procurement of a provider of Relevant Persons Representative/Independent Mental Capacity Advocates.

The Mental Capacity Act 2005 introduced the Deprivation of Liberty Safeguards (DoLS). These placed a duty on the local authority (referred to as the Supervisory Body in the Safeguards) to coordinate a suite of assessments, involving an independent Best Interest Assessor and a specially trained medical practitioner, whenever a resident of a care home was regarded as being deprived of their liberty. These DoLS assessments allowed the Supervisory Body to authorise care arrangements that deprive a person of their liberty under strict criteria and where the care arrangements were in the person's best interests.

Section 39 of the Mental Capacity Act 2005 set out that the Supervisory Body had to make an Independent Mental Capacity Advocate available when there was no suitable Relevant Person's Representative (RPR), usually a family member or a friend, to advocate for the deprived person.

The existing Relevant Persons Representative Independent Mental Capacity Advocate (IMCA) service for Vale of Glamorgan Council was jointly commissioned with City of Cardiff Council and it was operated by Training in MIND under a spot purchase contract agreement. This was set up in March 2016 as a temporary measure following termination of a previous spot contract agreement with Advocacy Support Cymru. The Vale of Glamorgan acted as lead commissioner in this arrangement.

The number of people whose care arrangements were authorised under the Deprivation of Liberty Safeguards and required a Relevant Persons Representative IMCA had increased from single figures per year in 2013/14 to 130 Vale of Glamorgan residents and 150 Cardiff residents at the present time. This meant that the Vale of Glamorgan was currently purchasing up to 130 hours of advocacy per month at a cost of £25 per hour (totalling over £3250 per month) while Cardiff was purchasing up to 150 hours per month at a cost of £25 per hour (totalling £3750 per month).

Given initial uncertainty about forecasting demand for the Relevant Persons Representative IMCA service following changes in case law, the Vale of Glamorgan Council and City of Cardiff Council (along with Gwent Authorities) decided to spot purchase the service until the demand stabilised. The report stated that the demand had now stabilised to a point where it was advisable to procure the service, on a Cardiff and Vale of Glamorgan regional basis, through a longer-term contract with an Advocacy provider.

The report proposed that Vale of Glamorgan Council and Cardiff Council jointly commission a new contract to provide a Relevant Person's Representative/IMCA service for both authorities, with the Vale of Glamorgan being the lead Authority. The City of Cardiff Council were seeking authorisation for the Vale of Glamorgan to act as lead commissioner through the Officer Decision Report process.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the requirement for an advocacy service to support the Deprivation of Liberty Safeguards Service be noted.
- (2) T H A T delegated authority be granted to the Director of Social Services, in consultation with the Cabinet Member for Housing and Social Care and Health, to prepare and issue tender documentation in order to procure a joint service with Cardiff Council for the provision of advocacy services.
- (3) T H A T delegated authority be granted to the Director of Social Services, in consultation with the Cabinet Member for Housing and Social Care and Health, to accept a tender for an advocacy service and authorise the Head of Legal Services to execute a contract with the successful bidder.
- (4) T H A T the Vale of Glamorgan Council consents to becoming the lead Authority for the procurement of an advocacy service for this Council and Cardiff Council.

Reasons for decisions

- (1-4) To advise Cabinet of the current position regarding procurement of an Independent Mental Capacity Advocate service and to obtain the necessary authority to secure a long-term provider for this important service.

C3305 OFFICER DELEGATION TO WAIVE DISABLED FACILITIES GRANT CONDITIONS (HSCH) (SCRUTINY COMMITTEE - HOMES AND SAFE COMMUNITIES) –

At the meeting, the Leader deferred this report to a future meeting of Cabinet to ensure that full clarity and consideration be given as to the most appropriate type and level in financial terms of the delegation.

C3306 SECTION 180 OF THE HOUSING ACT 1996 - VOLUNTARY FUNDING FOR HOMELESSNESS OUTCOMES (HSCH) (SCRUTINY COMMITTEE - HOMES AND SAFE COMMUNITIES) –

Cabinet was informed of the outcomes achieved by Council funded voluntary sector homelessness schemes which assisted the Authority to prevent homelessness and to discharge its statutory duties. Approval was then sought to continue to fund

services that positively impacted on the lives of those affected by homelessness through Section 180.

Part 2 of the Housing (Wales) Act 2014 empowered local authorities to give assistance by way of a grant or loan to voluntary organisations who assisted homeless clients on matters relating to homelessness within their area. It was a requirement of Welsh Government that support services be included within Supporting People Programme (SPPG) and that Section 180 funding must only be provided to agencies who fell outside the criteria for SPPG funding.

Given the introduction of Welfare Reform measures and the introduction in April 2015 of the Housing (Wales) Act, homelessness presentations were increasing. This was due to the duty on the Council to provide advice, assistance and support to all eligible households who had a housing need and who may be homeless or threatened with homelessness within 56 days of their presentation. Therefore the Council increasingly needed to explore alternative delivery models to assist in discharging its duties which included developing and continuing partnerships with the voluntary sector.

Since 2005/06 the Council had provided Section 180 funding to the Tabernacle Home Access Project and Llamau who both provided additional homelessness prevention services to homeless people in the Vale.

Tabernacle Baptist Church Home Access was first established in 1993 and provided valuable housing advice to potentially homeless households. In 2015/2016 the project was contacted by a total of 263 clients of which 126 were new referrals for advice and assistance. The remaining 137 received on-going support.

Since 2005/06 the Council had provided Llamau with a grant of £12,000 per annum in support of their JIGSO Project which provided mediation and support to young people and families in crisis. Historically, the Council had also provided £6,000 annually towards a furniture scheme which assisted the Vale's homeless young people to access basic home furnishings in order to set up their new home. In 2014/15 Llamau requested that the £6,000 formerly used for the furniture scheme be transferred to their very successful Supported Lodgings Project because of the preparatory work required for the pending new homelessness prevention duties. Due to the success of this service, it was agreed that this £6,000 grant continue to be provided for the Supported Lodging Scheme for future years.

Llamau in partnership with the Housing Solutions and Vale Children Services Team assisted the Council in meeting the requirements of the Southwalk Judgement by

ensuring that young people in the Vale of Glamorgan continued to receive the best and most appropriate support and assistance.

A steering group made up of officers from Housing, Housing Solutions, Social Services, Youth Offending Service, Llamau & Gwalia had been created to develop and monitor the services. This group identified and found solutions for gaps in provision to ensure the young people of the Vale had the tailored support needed to help them to manage the diverse range of challenges they experienced.

The continued support of these organisations and services helped prevent additional caseloads for Council staff and provided specialist, bespoke advice and support services to residents of the Vale of Glamorgan.

At the meeting, the Director of Environment and Housing commented that Council could not achieve such good outcomes as a single agency, and the support of the Tabernacle Home Access Team and Llamau was invaluable.

This view was supported by the Leader.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the outcomes achieved by the projects managed by the Tabernacle Home Access Team and Llamau be noted.
- (2) T H A T the Director of Environment and Housing Services be authorised to pay Section 180 funding to the Tabernacle Home Access Project (£5,000) and Llamau's JIGSO Project and Supported Lodgings Project (£18,000) for the financial year 2016/17.

Reasons for decisions

- (1) To ensure that Cabinet was fully informed of the important role these projects played in supporting the Council's homelessness service.
- (2) To ensure the continuation of the Section 180 schemes as detailed in the report.

**C3307 SPRING STREET, BARRY - PROPOSED DISABLED PERSON'S
PARKING PLACE - OBJECTION REPORT (BSHT) (SCRUTINY COMMITTEE -
ENVIRONMENT AND REGENERATION) –**

Cabinet was advised of objections received to the proposed installation of a disabled person's parking place in Spring Street, Barry and appropriate action was proposed.

The Authority received two separate requests for a disabled person's parking place from the disabled residents of 2a and 3a Cardiff Road, Barry. The applicants applied for the disabled person's parking places to be installed in Spring Street, Barry as they were unable to park their vehicles directly outside of their homes on Cardiff Road due to the existing parking restrictions and a pedestrian crossing facility on the adopted highway fronting their properties. The applicants confirmed that Spring Street was the closest most convenient place for them to park their vehicles and they had undertaken this practice for a substantial period of time due to the ease of accessibility to this road.

The applicants met the criteria as detailed in Council Policy for disabled person's parking places.

Under delegated authority the Head of Visible Services and Transport, in consultation with the former Cabinet Member for Visible and Leisure Services gave approval to undertake statutory consultations and to give public notice of the Council's intention to install a double disabled person's parking place in Spring Street, Barry. This approval was given on 15 April, 2016.

A letter of objection was received which was signed by seven residents of Spring Street which was attached at Appendix A to the report. In addition, during the statutory consultation period an advert was placed in the local press objecting to the proposal which was attached at Appendix B to the report. The report detailed the main points raised by the objectors, together with the Traffic Officer's response.

Attached at Appendix D to the report was plan reference T/16/12/WS which showed the proposed location of the disabled person's parking place for information.

This was a matter for Executive decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T the objections to the proposed installation of a disabled person's parking place in Spring Street, Barry be rejected for the reasons contained in the report and the disabled person's parking place be installed.
- (2) T H A T the objectors be advised of this decision

Reasons for decisions

- (1) To allow the Traffic Regulation Order to be made and implemented.
- (2) To confirm the Council's position.

C3308 LEISURE CENTRE IMPROVEMENT WORKS (VLRS) (SCRUTINY COMMITTEE - HEALTHY LIVING AND SOCIAL CARE) –

Approval was sought to fund works to replace the main hall floor at Barry Leisure Centre and to upgrade the changing rooms at Penarth and Barry Leisure Centres.

The wet and dry changing facilities at Penarth Leisure Centre and the wet facilities at Barry Leisure Centre were in a poor condition and had not been upgraded since the Centres were first opened. During recent customer surveys carried out by both the Council and Legacy Leisure, the Council's leisure management partner, the quality of these facilities had been the major point of criticism and the most widely cited as to reason of why potential customers did not use the centres. The dry changing facilities in Barry were opened in 1998 and were refurbished in 2012, and therefore did not require upgrading at this time.

The sports hall floor in Barry Leisure Centre was original to the centre and had been properly maintained. It was now however in need of replacement as it was badly worn in several areas and was structurally weak.

The responsibility for replacing / upgrading these facilities under the 2012 Leisure Management contract was the Council's whilst the day to day maintenance remained the responsibility of Legacy Leisure. Legacy Leisure would also have a duty to ensure that facilities were in the same condition at the end of the contract as they were at the commencement of the contract. This duty would be extended to include the proposed improvements detailed in this report.

Extensive plans had been drawn up to replace the wet changing facilities in Barry and Penarth Leisure Centres with new wet side changing villages that were fully compliant with current legislation. The changing village concept was fully adaptable for all existing and potential customers. The changing rooms would still provide some segregation opportunities for males and females but the majority of provision would be single use cubicles that could be used by any sex. The changing village also provided the flexibility to become fully one sex for activities such as the popular women only sessions in Barry.

The wet and dry changing facilities at Penarth would be actioned separately to enable the Centre to remain open during works. This added to the cost and would cause some logistical challenges but had less of an impact on the customer. The work required in Barry to replace the wet facilities might also be phased to enable access to the pool at all times. The floor replacement would require the closure of the Sports Hall for a short period of time. This was likely to include some night working to reduce the closure period.

As the works would benefit Legacy Leisure in attracting new customers once complete, it had been agreed that there would be no claim for loss of income during the works.

The estimated cost of the wet changing room works in Barry Leisure Centre was £640,000. At Penarth Leisure Centre the dry changing room upgrading was estimated at £296,000 with the wet changing facilities estimated at £726,000. Replacement of the main hall floor in Barry was estimated at £200,000. An additional £50,000 had been added as a contingency sum for the schemes giving a total of £1,912,000.

This was a matter for Council decision

Cabinet, having considered the report and all the issues and implications contained therein

RESOLVED –

- (1) T H A T subject to the decision of Council, regarding the amendment to the Capital Programme in relation to resolution 4 below, the necessary works to replace the main hall floor at Barry Leisure Centre and to upgrade the changing rooms at both Barry and Penarth Leisure Centres be approved.

- (2) T H A T subject to the decision of Council, regarding the amendment to the Capital Programme in relation to resolution 4 below, delegated authority be granted to the Director of Environment and Housing in consultation with the Cabinet Member for Visible, Leisure and Regulatory Services, to prepare and issue tender documentation in order to procure the required works at the Leisure Centres.
- (3) T H A T subject to the decision of Council, regarding the amendment to the Capital Programme in relation to resolution 4 below, delegated authority be granted to the Director of Environment and Housing in consultation with the Cabinet Member for Visible, Leisure and Regulatory Services to accept and tender to undertake the work and authorise the Head of Legal Services to execute a contract with the successful bidder.
- (4) T H A T Cabinet request Council to agree an amendment to the Capital Programme of £1,912,000 to fund the Leisure Centre Improvement works, which will be funded from the Council's Building Fund.
- (5) T H A T Cabinet authorises the use of article 14.14 of the Council's Constitution (urgent decision procedure) in respect to resolutions 1 to 3 above.

Reasons for decisions

- (1) To obtain the necessary authority to progress the works.
- (2-3) To assist the prompt progression of the works.
- (4) To arrange the appropriate amendment to the Capital Programme required due to the value of the works.
- (5) To meet the timescale for the Council meeting to be held on 28 September, 2016, in order that the amendment to the Capital Programme can be considered in a timely manner.