

## **RHONDDA CYNON TAF COUNCIL CABINET**

Minutes of the meeting of the Cabinet meeting held on Thursday, 22 March 2018 at 10.30 am at the Council Chamber, The Pavilions, Cambrian Park, Clydach Vale, Tonypany, CF40 2XX.

### **County Borough Councillors - Cabinet Members in attendance:-**

Councillor A Morgan (Chair)

Councillor M Webber  
Councillor G Hopkins  
Councillor R Lewis

Councillor R Bevan  
Councillor M Norris  
Councillor C Leyshon

Councillor A Crimmings  
Councillor J Rosser

### **Officers in attendance**

Mr C Bradshaw, Chief Executive  
Mr C Hanagan, Service Director of Cabinet & Public Relations  
Mr C Lee, Group Director Corporate & Frontline Services  
Mr G Isingrini, Group Director Community & Children's Services  
Ms E Thomas, Director of Education & Lifelong Learning  
Mr N Wheeler, Director of Highways & Streetcare Services  
Mr P Mee, Director, Public Health, Protection & Community Services  
Mr R Evans, Director of Human Resources  
Mr R Waters, Service Director, Highways & Streetcare Services  
Mr A Wilkins, Head of Legal - Corporate & Democratic Services  
Ms J Ellis, Housing Strategy And Investment Manager  
Ms W Edwards, Head of Community Learning

### **Others in attendance**

Councillor A Chapman

#### **118 APOLOGY**

County Borough Councillor M Webber advised Members that she would need to leave the meeting after consideration of agenda item 3, due to another Cabinet Business engagement and offered her apologies for the remainder of the meeting.

#### **119 DECLARATION OF INTEREST**

In accordance with the Council's Code of Conduct, there were no declarations made pertaining to the agenda.

#### **120 MINUTES**

The Cabinet **RESOLVED** to approve the minutes of the 15<sup>th</sup> February, 2018 as an accurate reflection of the meeting.

#### **121 ANNUAL EQUALITY REPORT 2016/17**

The HR Advisor, Equality & Diversity Team provided Cabinet Members with information on the Council's Annual Equality Report, for the year 2016/17.

Cabinet Members were referred to Appendix 1 where the equality report for

2016/17 was displayed. The officer explained that the Annual Equality Report had been developed to fulfil the Council's legal duties and obligations to report on its progress in delivering the General and Specific Equality Duties.

The officer explained that positive responses had been received from all service areas of the Council and that areas for improvement would continue to be monitored.

The Deputy Leader took the opportunity to thank the officer and her team for their continuous hard work in ensuring that RCT CBC promotes equality and diversity across all service areas. The Deputy Leader referred to the Wave project and the links to the Council's Corporate Plan adding that the Council is committed to the principles of equality and diversity ensuring that these principles are demonstrated through the Council's service delivery and within its employment practices. The Deputy Leader also referenced the positive training being undertaken by Managers in respect of equality and diversity.

Cabinet **RESOLVED**:

1. To publish the Annual Equality Report 2016/17.

(**N.B** At the conclusion of this item, County Borough Councillor M Webber left the meeting.)

## **122 LOCAL HOUSING MARKET ASSESSMENT 2017/18 - 2022/23**

Through her report and with the assistance of a Powerpoint Presentation, the Housing Strategy and Investment Manager provided Members with the Local Housing Market Assessment 2017/18 – 2022/23, following an update on the Assessment conducted in 2014/15, as in accordance with Welsh Government guidance. Members were advised of how the Assessment could be taken forward to form part of the evidence base for the Corporate Plan, Local Development Plan and Housing Delivery Plan.

Members were provided with details in respect of household sizes and dwelling stock mismatch, the housing needs for the Authority and the key policy implications taken into consideration. The officer added that the study also specifically calculated the deficit of affordable housing within the County Borough which the Council will seek to address through a range of market interventions as far as practically possible. She continued by adding that the housing need identified within the Assessment was best viewed at local sub market level to ensure the needs for different types of housing in different markets are fully understood.

The Cabinet Member for Enterprise, Development & Housing thanked the officer for the comprehensive report before Members, and spoke on the complex issues in respect of housing needs and the change in demands. The Cabinet Members spoke of the Empty Property Strategy and the positive development of the 'Developers Forum', to allow the Council to discuss the housing needs of the County Borough with partners and the private sector to assist in future developments across the County Borough.

The Cabinet **RESOLVED**:

1. The Local Housing Market Assessment (2017/18-2022/23) as a key source of evidence to support the delivery of housing policies in the Corporate Plan, Local Development Plan and Housing Delivery Plan.
2. The Local Housing Market Assessment (2017/18-2022/23) as a tool to negotiate affordable housing provision on planning applications and to identify how housing need translates into different sizes and types of affordable housing (e.g. social rent and low cost home ownership).
3. The Local Housing Market Assessment (2017/18-2022/23) for use to inform funding bids (including Social Housing Grant) and to influence residential development in the County Borough

## **123 MOBILE LIBRARY SERVICE**

The Head of Community Learning provided Members with an overview of her report, which set out a proposal to improve the quality and range of services provided by the Mobile Library Service to a standard comparable with that of static libraries whilst ensuring that the Library service remains accessible to communities throughout Rhondda Cynon Taf.

The Head of Service advised Members of the proposal to undertake an eight week consultation on the proposals and that a further report summarising the responses be presented to the Cabinet prior to any decision being made.

Members were advised that the Council's three Mobile Library vehicles were at the end of their economic and operational life, which therefore created the opportunity for the Library Service to challenge the delivery of the Mobile Service, identify opportunities to improve the Service and ensure it offers an equivalent service offer as that provided by static libraries.

The Head of Community Learning advised Members of the current service and acknowledged that although the geographical coverage is good, what is on offer is limited, in part due to the restrictive time slots. This situation has been exacerbated recently due to the fragile state of the mobile vehicles that has resulted in an inconsistent and unreliable service.

Members were referred to Section 5 of the report which outlined a proposed way forward which would look at expanding the services available on mobile libraries to attract more customers and make it a service that is fit for the 21<sup>st</sup> Century. The officer advised that it was also proposed to expand the eligibility criteria for the Housebound Service in order to mitigate any adverse effect of reducing the number of stops and centralising the locations of the Mobile library Service and to rebrand this service as the @HomeLibraryService.

The Cabinet Member for Education & Lifelong Learning commented on the proposals, noting that at first glance the proposals looked to be a large reduction in service, however, in fact it was a more practical approach with longer sessions at the library stops so the public could utilise the service more effectively. The Cabinet Member spoke positively on the increase of eligibility criteria for the House bound service and the rebranding of this service to be called the @HomeLibraryService.

The Cabinet Member referenced the comments at the Children & Young People

scrutiny Committee which she attended on the 21<sup>st</sup> March, 2018 and sought clarity on whether the Youth Engagement Service would be included as a consultee to the engagement if the proposals taken forward, to which officers confirmed that they would be included.

The Leader of the Council spoke positively about the proposals and the prospect of making the service fit for purpose as the current service with reference to slot times at location sites of 10-15 minutes being impractical. He also commented on the utilisation of Wifi on board the vehicles which would result in a comprehensive service being provided. The Leader noted that the position of the stop locations would be important going forward for the success of the service.

Following discussion the Cabinet **RESOLVED**:

1. To maintain a Mobile Library Service.
2. To initiate an eight week consultation in respect of the proposal outlined in paragraphs 5.2 and 5.3 of the report, namely to:
  - Reduce the number of existing vehicles used for delivery of the Mobile Library Service from 3 to 2.
  - Invest in two new purpose built vehicles, which unlike the existing service vehicles would have onboard access to Wi-Fi and be suitable from which to provide other Council information services.
  - Change the method of delivery from 393 short stops per fortnight to 48 longer stops every three weeks that would enable the service to expand the range of provision available on the vehicles.
  - Extend the scope of access to, and rebrand the Library Housebound Service to the @HomeLibraryService.
3. To receive a further report summarising the results and feedback from the consultation process prior to any decision being made in relation to the proposal.

## **124 SOCIAL SERVICES & WELLBEING ACT - POOLED FUND: CARE HOME ACCOMMODATION**

The Group Director, Community & Children's Services provided Members with an update in respect of the Pooled Fund project for Care Home Accommodation, within the Social Services & Wellbeing Act.

Members were advised that The Cwm Taf Social Services and Wellbeing Partnership Board (CTSSWPB) is required to establish and maintain pooled funds in relation to the exercise of their care home accommodation. The function of the pooled funds is to ensure people in the Cwm Taf region have access to a wide range of good quality care home accommodation services that can respond and meet their needs when, how and where required.

The Group Director added that the Pooled fund is a mechanism whereby the commissioning of care home services will become more integrated across the Region, leading to a more transparent use of resources and the ability of the CTSSWPB to improve its strategic decision making for this market.

Members were referred to section 6.3 of the report which provided details of the scale of the funding and the Group Director added that the contents of this report had also been reported and agreed at the Cabinet Meeting of Merthyr Tydfil Council on the 21<sup>st</sup> March, 2018.

The Cabinet Member for Adult & Children's Community Services commented on the report and advised Members that the fund brought no risk to the Authority and was also acceptable to the Welsh Government. He continued by adding that the pooled fund was an important step forward in providing a seamless service for social care.

The Cabinet **RESOLVED:**

1. To note the content of the report.
2. To note the letter dated 9<sup>th</sup> of February 2018 from Chris Stevens at the Welsh Government, attached as Appendix 1 of the report.
3. To endorse the arrangements for the Pooled fund including the appointment of RCT as the host.
4. To endorse the content of the Legal Agreement (attached as Appendix 2 of the report).
5. To authorise officers to make non-material changes to the Legal Agreement as they arise during the governance process.

## **125 CABINET WORK PROGRAMME: 2017- 18**

The Secretary to the Cabinet provided Cabinet Members with an update on the proposed list of matters requiring consideration by Cabinet over the 2017 – 18 Municipal Year, commenting that utilising the programme assists with openness and transparency of the decision making process within the Council and gives greater opportunity for Pre-Scrutiny.

Members were referred to Appendix 1 of the report and were advised that the programme is a live document to allow for any additional / deletion of reports throughout the year.

The Secretary to the Cabinet provided Members with an oral update in respect of the Sanitary Products Provision report. Members were advised of formal notification received in respect of Welsh Government funding for the provision of Sanitary Products across Rhondda Cynon Taf Schools. The Secretary added that acceptance of the funding needed to be taken prior to the end of the financial year (31<sup>st</sup> March, 2018). The secretary commented that acceptance of the offer would be out of sequence with the normal Cabinet process with Scrutiny recommendations (i.e. Members acceptance and consideration of an implementation plan).

Members commented positively on the funding award and were happy to proceed, before detailed consideration of the officer implementation plan in April. The Secretary to the Cabinet also advised that both the Chair & Vice Chair of the Children & young People Working Group had also been made aware of the funding opportunity.

It was **RESOLVED**:

1. To approve the Work Programme for the 2017-18 Municipal Year and to receive a further update on a 3 monthly basis.

**126 DATA PROTECTION POLICY**

The Group Director, Corporate & Frontline Services referred Members to his report which provided details of the General Data Protection Regulation (GDPR) which comes into effect on the 25<sup>th</sup> May 2018 and the requirements of the Authority aligned to the regulations.

Members were advised that a project delivery plan had been put in place with the aim of identifying and prioritising the work required to deliver compliance with the GDPR. The Council's Senior Leadership Team had also received regular updates in respect of the GDPR, and had agreed to realign resources to a central task and finish project team. The project team would help the Council to deliver the required actions and milestones.

The Group Director referred Members to the Draft Data Protection Policy which had been drafted, which helps to demonstrate that the Council is committed to achieving the highest standards in respect of accountability and transparency.

The Cabinet Member for Corporate Services thanked the officers involved for the work undertaken to date and commented on the extent of the task ahead of the Authority in meeting the requirements of the GDPR in such short timescales, although added that the Council were in an excellent position in meeting these requirements and duties with the work taken to-date and building on future practices.

The Cabinet **RESOLVED**:

1. To receive assurances that appropriate arrangements are in place to monitor the delivery of the GDPR project between the date of this report and the date the Regulation comes into effect.
2. That following review of the DRAFT Data Protection Policy to approve the Policy.
3. That in accordance with the GDPR, the role of 'Data Protection Officer' be designated to an existing member of staff from within the Council's Information Management Service (as described within the DRAFT Data Protection Policy).

**127 PONTYPRIDD TOWN CENTRE: REGULATION OF THE PLACEMENT OF STREET CAFÉ FURNITURE ON THE HIGHWAY**

The Service Director, Highways and Streetcare Services provided Members with feedback from the recent public consultation exercise undertaken in respect of proposals to regulate the placement of street furniture on the highway, specifically used to support recreation and refreshment facilities in Pontypridd town centre, and to help inform a Cabinet decision on the way forward.

The Service Director acknowledged that Street Cafés can make a positive

contribution to town centres by adding vitality, colour, life and interest to the street scene and maximising the use of public spaces, aid the local economy and add to the facilities offered to people who visit, live, and work in the area.

However, the Service Director also commented on the need to ensure that such street furniture is properly administered and managed. Tables and chairs placed on the highway without written authorisation constitute an unlawful obstruction of the highway.

Members were reminded of the proposal of issuing licences to regulate the highway and the Service Director highlighted the positive consultation feedback to support this proposal, with two thirds of respondents indicating that implementation of a licence scheme would be a positive action in regulating the placement of street café furniture on the highway and with over 75% of those who took part in the consultation backed the Council's desire to support a street café culture within Pontypridd town centre through the implementation of a licence scheme.

The Leader of the Council commented on the proposal and the balanced view the proposals provided, by still ensuring the vitality of the Town Centres although ensuring the safety of the residents and those who utilise the Town Centres. The Leader also commented on the proposed nominal fee for the licence and advised Members that this fee was not income generating but to cover the granting of the licence only.

Other Members of the Cabinet spoke positively on the proposals and thanked those who took part in the consultation for providing their feedback, although members commented on the confusion by some business owners in respect of the proposals with regulation of street cafe furniture and those contained with the PSPO consultation (also currently being undertaken) and Members re-emphasised that the PSPO proposals were not linked to the proposals before Members today.

Following discussion the Cabinet **RESOLVED**:

1. To note the widespread support of those who responded to the consultation in relation to the proposal to regulate the placement of street furniture on the highway, specifically used to support recreation and refreshment facilities in Pontypridd town centre (the 'Proposal');
2. To consider the outcome of the consultation exercise undertaken and other matters as outlined in the report (and its appendices) as regards the Proposal;
3. To set up a pilot scheme regulating the placement of street furniture on the highway within Pontypridd town centre for a period of one year commencing from April 2018;
4. That where an application is duly made to, and approved by, the Council, a licence permitting a third party to provide recreation and refreshment facilities (the 'Licence'), on or over Market Street, Church Street, Mill Street, Taff Street or High Street within Pontypridd Town Centre (the 'Designated Areas'), be issued subject to conditions; and

5. That an annual fee of £30.50 (subject to annual increases as per Council policy in relation to fees and charges), be charged by the Council for each Licence granted within the Designated Areas to cover the reasonable costs of the Council in issuing and administering the Licence.

**128 EDUCATION AND LIFELONG LEARNING DIRECTORATE -  
SUPPLEMENTARY CAPITAL PROGRAMME 2018/19**

The Director, Education & Lifelong Learning provided Cabinet Members with details of the capital works for approval for 2018/19 as part of the Council's three-year Capital Programme.

The Director reminded Cabinet Members that an amount of £6.876M had been allocated to the planned capital programme (minor works) for 2018/19, as agreed by Council on the 28<sup>th</sup> February 2018. She continued by advising that continuation of the three-year rolling Capital Programme and sustaining the level of funding would continue to make significant enhancements to the quality of our school premises and has been a vital part of the Council school modernisation programme which has undoubtedly contributed to improved standards. Members were advised that the 2018/19 allocation includes £1.150M of additional resources identified as part of the "Corporate Plan – Investment Priorities" as agreed by Council on the 29<sup>th</sup> November 2017 (£0.650M) and 28<sup>th</sup> February 2018 (£0.500M).

Members were referred to section 5 of the report where the proposed allocations of the planned capital programme funds for 2018/19 were outlined. It was advised that further details of the programmes of work were detailed in appendices 1 – 10 of the report.

Cabinet Member for Education & Lifelong Learning welcomed the report and also referenced the positive comments received at the recent meeting of the Children & Young People's Scrutiny Committees in respect of the investment opportunities available.

The Cabinet Member added that it was pleasing to see the Council continuing to deliver the long term school modernisation improvement programme supporting the Council's Corporate Plan Priorities: 'Economy – Building a strong economy'.

The Leader commented on the success of the 21<sup>st</sup> Century School Programme, the reduction in backlog of maintenance work and the investment being made over and above the normal programme. He concluded by adding that such investment into the maintenance of school building would allow schools to invest in Education provision.

Following discussions the Cabinet **RESOLVED**:

1. To approve the Education Capital Programme priority schemes for 2018/19 as outlined in Appendices 1-10 of the report and to approve scheme commencement

**129 HIGHWAYS, TRANSPORTATION & STRATEGIC PROJECTS -  
SUPPLEMENTARY PROGRAMME 2018/19**

The Service Director, Highways & Streetcare Services provided Cabinet



Members with the detailed capital programme for Highways, Transportation and Strategic Projects for 2018/19.

Members were provided with the detail against the specific 2018/19 capital allocations of £11.772M in favour of Highways Technical Services and of £11.897M in favour of Strategic Projects. It was added that these allocations were being made in order to safeguard the long-term integrity of the highways and transportation network and to enhance it, so as to deal with ever increasing travel demands. Reference was also made to Welsh Government funding and the Cardiff Capital Region City Deal. The Service Director referred Members of section 4.1.4 of his report which provided details of the programme and funding allocation.

The Leader of the Council welcomed the investment into the highway, commenting on the added investment by the Council year on year into the highway Network, with the network representing the most significant asset of the Council, valued in excess of £3.4Bn. The Leader welcomed the Welsh Government funding and also commented that a number of grants that the Council had bid for had yet to be announced. The Leader also took the opportunity to reference the recent inclement weather experienced which impacted upon the highway and the maintenance to be undertaken.

The Cabinet **RESOLVED**:

1. To note and approve the Supplementary Capital Programme for Highways, Transportation and Strategic Projects as detailed within the report.

### **130 COUNCIL PERFORMANCE REPORT (QUARTER 3)**

The Group Director, Corporate & Frontline Services provided the Cabinet Members with an overview of the Council's performance, both from a financial and operational perspective, based on the first nine months of this financial year (to the 31<sup>st</sup> December 2017).

The Director discussed in detail the Executive Summary of the report which included financial data and progress against the Council's Corporate Plan priorities. The officer also drew out exceptions highlighted within each of the detailed sections for Members benefit.

The Cabinet Member, Corporate Services commented on the positive position of the Council and the continued efficiencies and new investments evidenced.

The Cabinet **RESOLVED**:

#### **Revenue**

1. To note the General Fund revenue position of the Council as at the 31st December 2017 (Section 2 of the Executive Summary of the report).
2. The virements listed in Sections 2a - d of the Executive Summary of the report that exceed the £0.100M threshold as per the Council's Financial Procedure Rules.

### **Capital**

3. To note the up dated capital budget for the financial year 2017/18 and changes in the total cost of projects over the 3-year programme (Sections 3a – f of the Executive Summary of the report).
4. To note the details of the Treasury Management Prudential Indicators as at the 31st December 2017 (Section 3g of the Executive Summary of the report).

### **Corporate Plan Priorities.**

5. To note the quarter 3 position regarding progress made against the agreed Corporate Plan priorities (Sections 5 a – d of the Executive Summary of the report), Other National Measures (Section 5e of the Executive Summary of the report) and comparison of 2017/18 targets set against prior year and 'All Wales Average' performance information (Section 5f of the Executive Summary of the report).

## **131 EXCLUSION OF THE PRESS AND PUBLIC**

It was **RESOLVED**:

1. That the press and public be excluded from the meeting under Section 100A(4) of the Local Government Act (as amended) for the following items of business on the grounds that it involves the likely disclosure of the exempt information as defined in paragraph 14 of Part 4 of the Schedule 12A of the Act"

## **132 MAESYFFYNNON EXTRA CARE DEVELOPMENT**

The Group Director, Community & Children's Services, provided Cabinet with an update on the work being undertaken to redevelop the former Maesyffynnon Residential Care Home site for the provision of an extra care housing scheme as part of the Council's Extra Care Housing Strategy and development programme.

Following discussion the Cabinet **RESOLVED**:

1. To approve the funding package as outlined in Section 4 of the report, to redevelop the former Maesyffynnon Residential Care Home site for the provision of an extra care housing scheme.
2. To include the Maesyffynnon scheme within the 3 year Capital Programme (Modernisation Programme (Adults)).
3. To receive update reports on progress in delivering the extra care development programme and on individual scheme costs and funding requirements for consideration and approval.

**This meeting closed at 11.30 am**

**Cllr A Morgan  
Chairman.**