



## CABINET

### MINUTES OF THE REMOTE MEETING HELD VIA MICROSOFT TEAMS ON WEDNESDAY, 24TH FEBRUARY 2021 AT 10.30 A.M.

#### PRESENT:

Councillor P. Marsden (Leader) - Chair

#### Councillors:

S. Cook (Social Care), N. George (Waste and Public Protection), C. Gordon (Corporate Services), S. Morgan (Economy and Enterprise), L. Phipps (Homes and Places), J. Ridgewell (Environment and Infrastructure), E. Stenner (Performance and Customer Services) and R. Whiting (Learning and Achievement).

#### Together with:

C. Harryy (Chief Executive), R. Edmunds (Corporate Director – Education and Corporate Services), D. Street (Corporate Director – Social Services and Housing) and M.S. Williams (Interim Corporate Director – Communities).

#### Also in Attendance:

L. Donovan (Head of People Services), C. Forbes-Thompson (Scrutiny Manager), S. Harris (Head of Financial Services and S151 Officer), S. Richards (Head of Education Planning and Strategy), S. Pugh (Communications Manager), R. Tranter (Head of Legal Services and Monitoring Officer), M. Harris (Committee Services Support Officer/Chauffeur) and C. Evans (Committee Services Officer).

Councillors C. Mann, T. Parry, J. Pritchard and A. Whitcombe.

## RECORDING AND VOTING ARRANGEMENTS

The Leader reminded those present that the meeting was being filmed but would not be live streamed, however a recording would be available following the meeting via the Council's website – [Click Here To View](#). She advised that decisions would be made by Microsoft Forms.

### 1. APOLOGIES FOR ABSENCE

There were no apologies for absence but C. Harryy (Chief Executive) did not join the meeting until item 7 was discussed, due to a prior meeting commitment.

### 2. DECLARATIONS OF INTEREST

M.S. Williams (Interim Corporate Director – Communities) declared a personal interest in agenda item 5 – Carry Over of Annual Leave 2020 as he wished to carry over annual leave (which he had discussed with the Chief executive) and left the meeting during its consideration.

### 3. CABINET – 10TH JANUARY 2021

RESOLVED that the minutes of the meeting held on 10th January 2021 were approved as a correct record.

### 4. CABINET FORWARD WORK PROGRAMME – TO NOTE

Cabinet were provided with the Cabinet Forward Work Programme, which detailed the scheduled reports from 24th February 2021 to 24th March 2021. Members were reminded that the Cabinet Forward Work Programme is a working document and therefore subject to change.

Following consideration and discussion, it was moved and seconded that the Forward Work Programme be noted. By a show of hands this was unanimously agreed.

RESOLVED that the Cabinet Forward Work Programme be noted.

### 5. CARRY OVER ANNUAL LEAVE 2020

The report sought a Cabinet decision with regards to annual leave balances in excess of 5 days carry over for the year 2020.

It was noted that the Council's Annual Leave Policy states:

*3. An employee's annual leave entitlement should be taken in the leave year in which it is accrued. Employees may carry over up to five days annual leave into the following leave year with the prior approval of their manager. Carried over leave should be used as soon as is reasonably possible in the new holiday year.*

Cabinet noted that the pandemic has impacted on the availability of staff in some services, resulting in staff agreeing to work through periods of planned annual leave and therefore having balances in excess of the 5 days at the end of the leave year.

Cabinet were asked to acknowledge the commitment of the staff with these excess balances, as there would have been difficulties in providing services had they taken their leave. It would seem unreasonable and unfair for them to be penalised in such circumstances by losing any balance in excess of 5 days carry over.

Cabinet thanked the Officer and Cabinet Member for the report and discussion ensued.

A Cabinet Member in noting the efforts of staff to maintain service delivery sought further information on consultation undertaken with staff. Officers explained that consultation has been undertaken with Directors and Heads of Service, all of which were happy with the recommendations.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By way of electronic voting this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's Report: -

- i) It be agreed that Heads of Service (or a more Senior Manager) discuss with staff that have annual leave balances in excess of 5 days carry over, whether they wish the excess annual leave to be paid up or added to their annual leave balance for 2021. Members of the Leadership team affected should not be offered the option of payment. For clarity, the Leadership team is Corporate Management Team and Heads of Service.

- ii) It be agreed that this is a one-off situation to address the impact of the pandemic on services in 2020 and is not a change to Policy.
- iii) It be agreed that where excess leave is paid up that the cost should be met from core service revenue budgets.

## **6. WHOLE-AUTHORITY REVENUE BUDGET MONITORING REPORT (PERIOD 9)**

The report, which was considered by the Policy and Resources Scrutiny Committee on 23rd February 2021 provided details of the current position regarding funding received from Welsh Government (WG) in respect of additional costs incurred, and income lost as a direct consequence of the ongoing Covid-19 pandemic.

The report provided details of the 2020/21 projected revenue budget outturn position based on information available as at month 9 of the current financial year. Commentary was also provided throughout the report on the more significant variations against budget.

The report also included proposals for the use of reserves in specific areas.

Cabinet thanked the Officer and Cabinet Member for the report and discussion ensued.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By way of electronic voting this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's Report: -

- i) The report be noted;
- ii) The proposed use of reserves totalling £648k be supported as detailed in Section 5.3 of the report.

## **7. CAERPHILLY WELLBEING AND PLACE SHAPING FRAMEWORK**

Due to prior meeting commitments, C. Harry, Chief Executive joined the meeting for the consideration of this item.

The Leader introduced the report, which was considered by the Joint Scrutiny Committee on 22nd February 2021 and provided an update on some of the significant capital investments made over recent years across the Council's wellbeing objectives and proposed a suite of projects that will form the basis of a county borough wide Wellbeing and Place Shaping Framework.

The report set out a proposed community engagement mechanism that enables key stakeholders to have the opportunity to shape and refine the Wellbeing and Place Shaping Framework over future years.

It was noted that the Council has been developing a Wellbeing and Place Shaping Framework since the spring of 2020. The Framework has been built on the wide range of capital investments made across the county borough in recent years and has been developed to take into consideration:

- Existing long standing multi-annual investment programmes;
- Emerging and existing funding and investment opportunities;
- Corporate Plan priorities and objectives;
- Previously identified need;

- Collaborative project opportunities;
- Emerging Commercial opportunities;
- The Council's Strategic Recovery Framework;

The draft Wellbeing and Place Shaping Framework as set out in 5.8 contained a list of potential investments across Caerphilly in excess of £231m that align explicitly with the Council's adopted Wellbeing Objectives.

It was noted that this investment framework provides the opportunity to build, repair and renew key infrastructure and assets across the length and breadth of Caerphilly county borough, as well as explicitly further the aims and policy direction previously set within strategies such as the Council's Corporate plan, the Sport and Active Recreation Strategy (SARS), the Council's Regeneration Strategy "A Foundation for Success 2018-2023" as well as the exciting proposals set out within the 21<sup>st</sup> Century Schools Band B Programme.

This framework proposal is of paramount importance currently, as it offers an important element of the Council's Covid recovery plan, which aims to support communities as they begin to emerge from the Covid pandemic. Long-term investments in infrastructure such as that proposed within this Framework, hold the potential to rebalance the local economy, enhance productivity and create jobs and opportunities across Caerphilly, which is of great importance as support is provided to communities to rebuild a sustainable and resilient future post Covid. The opportunity exists to work together to create a better and more prosperous Caerphilly for everyone, further embedding the "TeamCaerphilly" collective community and civic leadership model of delivery.

It was noted that the projects and ideas within the Framework will need to be developed into propositions that will be shaped through community engagement and scrutiny prior to any decision to implement being reached.

In many cases, the investment to support these projects will be a combination of internal capital and external grant, with the latter also being subject to relevant external approval processes.

The ongoing engagement programme described in 5.9 of the report has been designed explicitly to ensure the Framework is continuously refined over coming years with opportunities for future Wellbeing and Place Shaping proposals to be added in and considered as they emerge.

The Scrutiny Manager was invited to the meeting and provided a detailed overview of the responses and comments made at the Joint Scrutiny Committee on 22nd February. It was noted that there was a long debate at the meeting and concerns raised around some project proposals within the report, however Scrutiny unanimously supported the recommendations within the report.

Cabinet thanked the Leader and Officers for the report and discussion ensued.

Cabinet discussed the report at length and welcomed the investments in key areas such as Education and 21<sup>st</sup> Century Schools, as well as Social Care such as respite provision. Each Cabinet Member was pleased to support the report and ambitious project proposals under their portfolios. There was emphasis on economic, social and environmental benefits such as increasing job opportunities and apprenticeships, carbon reduction projects and community based projects encouraging community engagement all of which provided financial benefits to the Local Authority, as detailed within the report.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By way of electronic voting this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's Report: -

- i) The views and recommendations made at the meeting of all Scrutiny Committees on 22 February 2021 were considered;
- ii) The Wellbeing and Place Shaping investments, totalling in excess of £153m that have been undertaken between 2017 and 2020 be noted as set out in 5.6 of the report;
- iii) The Wellbeing and Place Shaping investments currently approved totalling over £129m for delivery be noted, as set out in 5.7 of the report;
- iv) It be agreed that the projects set out in 5.8 totalling in excess of £231m will form the initial Wellbeing and Place Shaping Framework for the Council from 2021 onwards, forming a sustainable and resilient route-map for our communities to emerge stronger from the Covid pandemic;
- v) It be agreed that the projects set out within 5.8 can be developed into business cases for consideration;
- vi) It be acknowledged that each proposal must go through the relevant consultation, scrutiny, funding approval and decision-making processes before implementation;
- vii) It be agreed that the proposed mechanisms for community engagement as set out within 5.9 of the report;
- viii) The funding approvals totalling £28.591m that have already been confirmed for the Place Shaping Framework as set out in Section 10 of the report be noted;
- ix) A recommendation that funding of £1.640m held in the 2020/21 Miscellaneous Finance Revenue Contribution to Capital Outlay (RCCO) budget should also be allocated to the Place Shaping Framework, which would increase the total funding available to £30.231m be approved;
- x) It be agreed that a Joint Meeting of all Scrutiny Committees be held twice yearly to consider the progress of the Wellbeing and Place Shaping Framework;
- xi) To agree to receive a separate report on the Community Empowerment Fund that will detail the mechanisms by which Elected Members can, alongside their communities, develop project ideas for consideration within the Framework.

The meeting closed at 11.11am

Approved and signed as a correct record subject to any corrections made at the meeting held on 24th March 2021.

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CHAIR