



## **CABINET**

### **MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN, ON WEDNESDAY, 5TH MARCH 2014 AT 2.00 P.M.**

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#### **PRESENT:**

Councillor H.A. Andrews - Chairman.

#### **Councillors:**

Mrs C. Forehead (HR and Governance/Business Manager), D.T. Hardacre (Performance and Asset Management), G. Jones (Deputy Leader and Cabinet Member for Housing), K. James (Regeneration, Planning and Sustainable Development), Mrs R. Passmore (Education and Lifelong Learning), D.V. Poole (Community and Leisure Services), K.V. Reynolds (Deputy Leader and Cabinet Member for Corporate Services), T.J. Williams (Highways, Transportation and Engineering), R. Woodyatt (Social Services).

#### **Together with:**

Mrs S. Aspinall (Acting Deputy Chief Executive), Mrs N. Scammell (Acting Director of Corporate Services and Section 151 Officer), D. Street (Corporate Director Social Services).

#### **Also in Attendance:**

M.S. Williams (Head of Community and Leisure), S.M. Kauczok (Committee Services Officer).

#### **305. APOLOGIES FOR ABSENCE**

An apology for absence had been received from Mr S.A. Rosser (Interim Chief Executive).

#### **306. DECLARATIONS OF INTEREST**

There were no declarations of interest received.

#### **307. MINUTES**

RESOLVED that the minutes of the following meeting be approved and signed as a correct record: -

1. Cabinet held on 19th February 2014.

**308. RIGHTS OF WAY CABINET COMMITTEE**

The minutes of the meeting held on 14th November 2013 were received and noted.

**309. PRESENTATION - YOUTH FORUM PRIORITIES**

The Chair welcomed Youth Forum representatives Mia Hughes (Education), Sophie Jones (Vice Chair) and Clare Jones (Youth Forum Co-ordinator). Mia and Sophie presented the issues that the Junior and Youth Forums had selected as their priorities to explore in the year ahead.

Members were advised that approximately 180 children from primary schools in the county borough had attended the Forum to discuss and vote upon the issues that are important to them under the four corporate themes i.e. Regeneration, Education, Health Social Care and Well-Being and the Environment. The issue that had received the largest number of votes (47%) and which had been chosen as the priority issue for the Junior Forum in the coming year was the effect of drugs in the community. The Youth Forum's priority issue for the coming year, which received 48% of the votes, relates to drugs, alcohol and psychoactive substances, which are easy for young people to access. The Youth Forum wished to help young people understand the dangers of these substances and are working with Zoom Cymru, Community Safety and the DAYS Project to make a film and stage workshops for the chosen topics.

Members thanked Mia and Sophie for their excellent presentation and discussed how best the Authority could support the Youth Forum in addressing these issues.

**MATTERS ON WHICH EXECUTIVE DECISIONS WERE REQUIRED**

**310. CAERPHILLY 10K**

The report outlined the successes and lessons learned from the inaugural running of the Caerphilly 10k on 23rd June 2013 and sought approval to organise a similar event in Caerphilly Town Centre on Sunday, 22nd June 2014.

It was noted that 1700 runners had participated in last year's race. The total cost of staging the event was £26,937, approximately £15,000 of this was for items of equipment that will not need to be funded in future years. If the event is staged in 2014 the cost has been projected at £10,000. A £2 increase in fees will be applied in 2014 for those booking via an "early bird offer" with a £4 increase being applied to those booking on the day. As a result of the increase in fees and the targeted increase in participant numbers it is not anticipated that the event will place a significant cost burden on the Sport and Leisure Service.

Following consideration and discussion, the recommendation in the report was moved and seconded. By a show of hands it was unanimously approved.

RESOLVED that for the reasons contained in the officer's report, the organisation of a 10k race in Caerphilly on Sunday, 22nd June 2014 be approved.

**311. YSTRAD MYNACH SPORTS COMPLEX - ALLOCATION CRITERIA AND NAMING**

The report sought Members' views on the criteria that would be used for the allocation of bookings at the new sports complex and on an official name for the facility.

Officers had been in consultation with the Welsh Rugby Union and the Welsh Football Trust in order to determine the criteria to be adopted for usage of the facility. Arising from the

discussions it was proposed that the criteria for rugby be based on the WRU's 3 priorities, as outlined in the report and the criteria for football be based on the new club accreditation model, further details of which are set out in the report. Consultation had also taken place on an official name for the facility and the proposed options are set out in paragraph 4.2.1 of the report.

Whilst endorsing the criteria outlined in the report for usage of the facilities, Members felt that the name of the centre should reflect that it is intended for County-wide usage. It was therefore agreed that a decision on the official name for the centre should be deferred for further consideration.

Following consideration and discussion, the recommendation at paragraph 9.1 in the report and the recommendation proposed at the meeting to defer the official naming of the facility for further consideration was moved and seconded. By a show of hands this was unanimously approved.

RESOLVED that for the reasons set out in the officer's report and at the meeting: -

1. The criteria outlined in the report for usage of the facilities at the Ystrad Mynach Sports Complex be approved.
2. The name of the facility be deferred for further consideration.

### **312. CORPORATE PLANNING - SELF EVALUATION**

Following the report to Cabinet on 30th October 2013 which set out the framework and cycle for the Corporate Plan, service plans and the service self evaluation process, Corporate Management Team agreed a series of workshops with Heads of Service to develop the self evaluation process. A self evaluation pilot was undertaken in December to test alternative methodologies for services.

Having agreed that the pilot process did not deliver either the hard-edged analysis or the balanced, rounded analysis needed to satisfy the requirements of a robust process of self evaluation, alternative ways of delivering the required outcome were then considered. The favoured approach, set out in paragraph 4.12 of the report, suggests that the ideal way forward would be to focus self evaluation output on answering a small number of core questions about the service that can be consolidated into an overall report that would be meaningful to CMT/Members and fundamentally support decision making at appropriate levels. There are a number of options that could be considered in setting up an effective framework for challenge and these are set out in paragraph 4.17.

Following consideration and discussion, the recommendations in the report were moved and seconded. By a show of hands they were unanimously approved.

RESOLVED that for the reasons set out in the Officer's report: -

1. Cabinet note the outcome of the pilot exercise and agree:
  - The Service Improvement Framework.
  - The use of the key questions to drive self-evaluation.
  - The 'core characteristics'.
2. The timetable for self-evaluation of service for 2014/15 to drive the MTFP and Service Plans/Improvements, be agreed.
3. An appropriate process of internal challenge to support self evaluation for 2014/15 be established.

**313. CABINET FORWARD WORK PROGRAMME**

The report sought approval of the updated Cabinet Forward Work Programme attached at Appendix 1 to the report. The Forward Work Programme is updated on a monthly basis and published on the Council's website.

Members asked whether consideration could be given to presenting the work programme as a rolling programme rather than a quarterly programme. Officers agreed to consider this request and advised Members that Corporate Management Team is monitoring whether items included on the work programme are presented on their due date.

Following consideration and discussion, the recommendation in the report was moved and seconded. By a show of hands it was unanimously approved.

RESOLVED that for the reasons set out in the Officer's report, the Cabinet Forward Work Programme as outlined in Appendix 1 to the report, be approved and published on the Council's website.

The meeting closed at 3.05 pm.

Approved and signed as a correct record subject to any corrections made at the meeting held on 19th March 2014.

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CHAIRMAN