



CABINET

MINUTES OF THE REMOTE MEETING HELD VIA MICROSOFT TEAMS ON WEDNESDAY, 7TH APRIL 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), L. Phipps (Homes and Places), E. Stenner (Performance and Customer Services) and R. Whiting (Learning and Achievement).

Together with:

R. Edmunds (Corporate Director – Education and Corporate Services), D. Street (Corporate Director – Social Services and Housing) and M.S. Williams (Corporate Director – Economy and Environment).

Also in Attendance:

K. Cole (Chief Education Officer), P. Cooke (Senior Policy Officer), L. Donovan (Head of People Services), S. Ellis (Lead for Inclusion and ALN), R. Evans (Head of Provision for Vulnerable Learners), J. Harding (Client Manager), M. Lloyd (Head of Infrastructure), J. Lougher (Sport and Leisure Development Manager), S. Mutch (Early Years Manager), S. Richards (Head of Education Planning and Strategy), L. Thomas (21st Century Schools – Principal Officer), A. West (21st Century Schools Manager), M. Williams (Interim Head of Property Services), 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 and M. James

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

Apologies for absence were received from Councillors S. Morgan (Deputy Leader and Cabinet Member for Economy and Enterprise), and J. Ridgewell (Environment and Infrastructure) and C. Harray (Chief Executive).

2. DECLARATIONS OF INTEREST

Councillor L. Phipps declared a personal and prejudicial interest in Agenda Item 7 - 21st Century Schools and Education Band B Programme - Statutory Objection Report for Trinity Fields School as a close friend's child plays for Penallta RFC and left the meeting during its consideration.

M.S. Williams (Corporate Director for Economy and Environment) declared an interest in Agenda Item 7 - 21st Century Schools and Education Band B Programme - Statutory Objection Report for Trinity Fields School as a Committee Member for Penallta Rugby Club and left the meeting during its consideration.

Councillor S. Cooke declared a personal interest in Agenda Item 10 - 21st Century Schools and Education Band B Programme - Phase 2 Proposal for Plasyfelin Primary as a Local Authority Governor of the school but was able to remain in the meeting and take part fully.

3. CABINET – 17TH MARCH 2021

RESOLVED that the minutes of the meeting held on 17th March 2021 were approved as a correct record.

4. CABINET – 24TH MARCH 2021

RESOLVED that the minutes of the meeting held on 24th March 2021 were approved as a correct record.

5. CABINET FORWARD WORK PROGRAMME – TO NOTE

Cabinet were provided with the Cabinet Forward Work Programme, which detailed the scheduled reports from 7th April 2021 to 21st April 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.

6. 21ST CENTURY SCHOOLS AND EDUCATION BAND B PROGRAMME – STATUTORY OBJECTION REPORT FOR YSGOL GYMRAEG CWM GWYDDON

The report, which was considered by the Education Scrutiny Committee on 22nd March 2021 provided an update to Members in relation to the 21st Century Schools Band B proposal to relocate Ysgol Gymraeg Cwm Gwyddon to a new purpose-built Welsh-medium provision school to be situated on the vacant site of the former Cwmcarn High School.

The Cabinet Member referred to the Statutory Notice Objection Report for the 21st Century Schools Band B Phase 1 proposal to relocate and expand Ysgol Gymraeg Cwm Gwyddon in Cwmcarn to the vacant site of the former Cwmcarn High School and create a new purpose built Welsh-medium provision school with an anticipated occupation date of September 2023.

It was proposed that the new building will incorporate a primary facility with Childcare, Special Resource Base (SRB), Nursery, Rising Threes and main school classrooms, main assembly hall, food technology space, a library and IT space. It will also improve the outdoor learning space by including external play areas, a MUGA and access to a grass pitch.

Members noted that the new school would have sufficient accommodation for approximately 420 pupils plus 60 nursery places and 16 SRB places. Community use opportunities are also key, and as such the design process seeks to include measures to enable safe 'zoning' of parts of the new school building, sports facilities, including the hall and multi-functional classroom compliant space which could be adapted for community use.

The Cabinet Member explained that there is demand for Welsh-medium provision in the Eastern area of the County Borough, and the proposal would assist the Council to meet the demand and its objectives set out in the Welsh in Education Strategic Plan.

Members noted that the proposals went to Statutory Notice on 11th January 2021 and was open for objections until 7th February 2021. In total 2 objections were received. However, as it was an objection period, there were no opportunities for responses in support of the proposals. Cabinet were provided with details of the objections, along with the objection report prior to the meeting.

The Cabinet Member outlined that the key areas of objection were mainly in relation to the prioritisation of Welsh Medium Education, and a perceived need for an additional secondary school in the area. Responses to each of the objections were available in the Objection Report, at Appendix 1 of the Officers report.

Cabinet noted that the report was considered by the Education Scrutiny Committee who raised queries round the capacity of local English medium schools, and the level of financial investment in English medium schools in the area. The Scrutiny Committee endorsed the proposals by a majority vote.

An Officer then made a presentation in relation to the proposal and the findings of the Objection Report.

Officers explained that should Cabinet authorise progression of the project, a Decision letter will be published setting out clearly the reasons for the decision with reference to the School Organisation Code 2018.

A full Business Case will then be submitted to Welsh Government.

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

Cabinet discussed the report at length and sought clarification on a number of points, including plans to ensure that school places in surrounding schools will not decrease as a result of the proposal. Officers explained that the school will open with limited places, which will gradually increase, subject to demand, in order to protect places in surrounding schools.

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 the recommendations made within the Objection Report to progress to implementation phase be approved.

7. 21ST CENTURY SCHOOLS AND EDUCATION BAND B PROGRAMME – STATUTORY OBJECTION REPORT FOR TRINITY FIELDS SCHOOL

Councillor L. Phipps declared a prejudicial interest and left the meeting during consideration of the item.

M.S. Williams (Corporate Director for Economy and Environment) declared a prejudicial interest as a Committee Member for Penallta Rugby Club and left the meeting during its consideration.

The report, which was considered by the Education Scrutiny Committee on 22nd March 2021 and provided an update to Members in relation to the 21st Century Schools Band B proposal in respect of Trinity Fields School to expand the existing Trinity Fields School and Resource Centre, via a new building extension and outdoor play space.

It was noted that the new building extension would provide facilities to support 80 additional places and the provision of state of the art facilities for the most vulnerable pupils that would meet their learning, social and medical needs, as well as the creation of facilities for integrated working across Education, Social Services and Health and the provision of opportunities for childcare, outdoor space and community use.

It was noted that these developments will ensure that the school can cater for the changing and more complex needs of pupils with Additional Learning Needs (ALN) across the Council, both now and in the future, and ensure compliance with new ALN legislation.

The Cabinet Member explained that the proposals went to Statutory Notice on 11th January 2021 and was open for objections until 7th February 2021. It was noted that there were 238 objections and as it was an objection period, there were no opportunities for responses in support of the proposals. Cabinet were provided with copies of the 238 objections in their original format, the objection report and the supporting appendices which included the Integrated Impact Assessment, Mitigation proposals and Sewerage briefing papers for their consideration prior to the meeting.

The Cabinet Member outlined some of the most common areas of objection primarily related to procedural queries, loss of green space and impact on sports provision due to the loss of the council-owned rugby pitch known as Trinity 1, and other planning considerations. Responses to each of the objections were outlined in the objection report at Appendix 1 of the Officers report.

The report was considered by the Education Scrutiny Committee, in which representations were made by Penallta RFC, Save Ystrad Mynach Green Spaces Group and the Vice Chair of Governors at Trinity School. The Cabinet Member explained that the Committee discussed the report at length and raised queries on whether the mitigations attached at Appendix 3 of the Officers report were sufficient, ongoing sewage matters, the impact on green space, the options appraisal process, capacity of the school to meet future needs, and other matters contained and clarified in the objection report and initial consultation report. The Scrutiny Committee endorsed the proposals by a majority vote. Confirmation was provided at Scrutiny that any necessary mitigations for the loss of council-owned sports pitch at Trinity 1 will form a fundamental part of the planning application. Planning Policy Wales states an exception to the protection of playing fields from development can be made if 'alternative provision of equivalent community benefit is made available locally, avoiding any temporary loss of provision'. It was noted that if the proposal be approved and move towards implementation, a significant circa £300,000 investment in mitigations at this stage which would seek to meet, and potentially exceed, the requirements under this exception, and be ready prior to the existing pitch becoming unusable.

It was noted that the main mitigation will include the creation of a new, high quality senior pitch at the nearby Sue Noake Leisure Centre, known as Sue Noake 2, which will be available for use prior to Trinity 1 becoming unusable. The creation and upgrade to the pitches at Sue Noake Leisure Centre goes far above and beyond just putting up posts and painting white lines on the existing field.

It was noted that at Sue Noake 2 work will be undertaken with an external pitch specialist to create a durable and enhanced pitch, which will include selective weed removal, 3-4 inch hollow core, tine rake/ scarifying, 110 tonnes of sand being added to the playing surface top dressing, spreading and incorporation of the sand, verti-drainage, drag brush surface, seeding and fertilising of grass and increased aeration. The proposed pitch at Sue Noake 2 would

also feature a drainage system involving a main drainage pipe and laterals installed in a trench which would then be backfilled with stone and sand and connected to the drainage network. The pitch specialist engaged in developing this specific mitigation is confident that the pitch surface will be robust and playable throughout the winter season.

It was noted that the other existing pitch at Sue Noake Leisure Centre, known as Sue Noake 1, will be upgraded with the same playing surface improvements as Sue Noake 2 aside from the drainage system which is less necessary at that location. Above and beyond this, the pitch will also receive hard standing and spectator barrier installations as well as some high ball fencing, permanent training lighting and emergency vehicle access.

The Cabinet Member explained that other enhancements at Sue Noake Leisure Centre to improve the facility for the community include the provision of additional changing facilities by bringing back into use two currently disused changing rooms and adjacent shower rooms to provide two additional changing facilities, plus a further Officials changing and showering facilities and a first aid and medical room.

Members noted that the remaining pitch at Trinity Fields, known as Trinity 2, will be enhanced through the installation of pitch lighting and a new mini and junior pitch will be created at Trinity 3. While the two remaining pitches at Trinity Fields are already protected under a current deed covenant, we will proceed to bring the pitches at Sue Noake Leisure Centre under Fields in Trust status.

It was noted that Cabinet will be aware of the different sewerage and drainage issues near to Sue Noake Leisure Centre and the Cabinet Member wished it noted that between now and any potential commencement of works, everything will be done to address the matter. Work will continue in conjunction with Welsh Water, who are responsible for the sewerage network, and other partners such as Public Health Wales, to ensure the pitch and surrounding area remains safe to use.

A briefing on this matter was attached to the Officers Report at Appendix 4 which identified the continuing work by Welsh Water to identify and rectify the problem.

The Cabinet Member outlined the consultation which has been undertaken with Penallta RFC and consultees as outlined by the Welsh Government School Organisation Code 2018, and the representations from which have been received during meetings in which the proposal has been discussed. Concerns have been raised around the loss of green space, in particular which has been used as a sports pitch and residents in the community care deeply about this and have made their concerns known. It is therefore imperative that all aspects are considered during the decision-making process, along with consideration for the specific educational needs of the vulnerable children who attend Trinity Fields School, and the need for additional provision.

An Officer then made a presentation in relation to the proposal, the findings of the Objection Report and relevant appendices.

Cabinet thanked the Officer and Cabinet Member for the detailed report and welcomed Councillor M. James, local ward Member for Ystrad Mynach to address Cabinet.

Councillor James outlined a number of concerns for the loss of green spaces in the area. Further concerns were raised around the proposal for the alternative provision and the delays in completion for the mitigation process and sewerage concerns on the proposed site were raised. Queries were also raised around the need for additional parking spaces on the Trinity Fields site. Concerns were raised around the consultation process in which a number of groups had not been consulted on the proposals.

It was noted that petitions have been completed and submitted in reference to the proposals and the Councillor sought Cabinet's approval to defer a decision in order to allow for an alternative site to be identified in a Brownfield site area.

Responses were provided by Officers that confirmed the option appraisal and the consultation process undertaken.

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

Officers provided an update on the progress being made in relation to the proposed site at Sue Noake in relation to sewerage and flooding, and it was noted that there are ongoing priority works to clear a blockage within the sewer system, which will solve the issue. Officers brought to members attention the guidance contained within the Welsh Waters Flood Care 2019 document which states that surfaces will be safe after a quarantine period of no more than 20 days. Officers provided further confirmation that the parking spaces proposed are for 146 spaces, which is an additional 63 spaces. These spaces will accommodate additional and visiting staff who will be providing services and support to the pupils.

Discussions took place around the collaboration between social services, health and education which will provide a more holistic service to the vulnerable learners accessing Trinity Fields school and noted that the proposed expansion will provide a fit for purpose, future proof environment for learners, with increased capacity.

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 recommendations made within the Objection Report to progress to implementation phase be approved;
- ii) The proposed mitigations and the proposal to fund the estimated cost of £300k from the 2020/21 Miscellaneous Finance Revenue Contribution to Capital Outlay (RCCO) budget be approved.

8. 21ST CENTURY SCHOOLS AND EDUCATION BAND B PROGRAMME – PHASE 2 PROPOSAL FOR A CENTRE FOR VULNERABLE LEARNERS

The report, which was considered by Education Scrutiny Committee on 25th March 2021 sought Members views on the next stage (Phase 2) of the 21st Century Schools and Colleges Band B Programme.

The Cabinet Member provided details of the proposal to adapt and refurbish the old Pontllanfraith grammar school, formerly the Pontllanfraith High School Site, to accommodate the creation of a new Centre for Vulnerable Learners, which for the purposes of reporting to Welsh Government, will be referred to in the business case and supporting documentation as a Pupil Referral Unit.

It was noted that the proposal was developed as a result of requirements of the ALN Reform Act which has led to the need to expand this type of provision, and as a result of the Local Authority's extensive and far reaching review of ALN provision, which aims to create a model of service delivery that meets the needs of all learners across the Borough, quality assures the provision and continually evaluates the future requirements of the most vulnerable learners, placing the child at the heart.

The project outlined in 2.3 of the Officers Report is in early developmental stage and officers will ensure that Members are updated on a regular basis in relation to all aspects of the proposal and processes. It was noted that the total funding identified for the project from the Band B envelope is £5.5m.

The proposal outlined within the Officers report was supported unanimously and endorsed by the Education Scrutiny Committee on 25th March 2021.

Cabinet thanked the Leader and Officers for the report and discussion ensued. It was noted that feedback from residents of the Pontllanfraith area has confirmed that they are in support of the proposal.

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 the recommendation to proceed to Welsh Government Business Case stage on the Centre for Vulnerable Learners proposal.

**9. 21ST CENTURY SCHOOLS AND EDUCATION BAND B PROGRAMME – PHASE 2
LLANCAEACH JUNIOR SCHOOL AND LLANFABON INFANTS SCHOOL**

The report, which was considered by Education Scrutiny Committee on 25th March 2021 sought Members views on the next stage (Phase 2) of the 21st Century Schools and Colleges Band B Programme.

The Cabinet Member explained that the proposal is to amalgamate Llancaeath Junior School and Llanfabon Infants School in Nelson, via the expansion and refurbishment of the existing Llanfabon Infants site to accommodate the new Primary School with places for 275 pupils, plus nursery.

It was noted that the proposal was made as a result of the authority identifying the two schools as requiring investment to create a 3-11 through Primary provision from a single location to provide fit for purpose 21 Century facility, to reduce surplus places, increase opportunities for community use and remove 2 category C schools in relation to condition.

The project outlined in 2.3 of the Officers Report is in early developmental stage and officers will ensure that Members are updated on a regular basis in relation to all aspects of the proposal and processes in line with the requirements of the School Organisation Code 2018 and the School Standards and Organisation (Wales) Act 2013. It was noted that the total funding identified for the project from the Band B funding envelope is £4m.

The Cabinet Member explained that the report was considered at Education Scrutiny Committee on 25th March 2021 and following consideration and discussion was unanimously endorsed.

Cabinet thanked the Officers 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 the recommendation to proceed to Welsh Government Business Case stage on the Llancaeath Junior School and Llanfabon Infants School proposal be approved.

**10. 21ST CENTURY SCHOOLS AND EDUCATION BAND B PROGRAMME – PHASE 2
PROPOSAL FOR PLASYFELIN PRIMARY**

Councillor S. Cooke declared a personal interest as a Local Authority Governor at the school but was able to remain in the meeting and take part fully.

The report, which was considered by Education Scrutiny Committee on 25th March 2021 sought Members views on the next stage (Phase 2) of the 21st Century Schools and Colleges Band B Programme.

The Cabinet Member provided details of the future projected demand within the area, and to provide a fit for purpose facility, fit for the 21st Century. The new school is expected to provide places for 420 pupils plus nursery provision. In addition to the expanded school provision, as with the other 21st Century School projects, it is intended to create and provide community use of school facilities where possible.

The project outlined in 2.3 of the Officers Report is in early developmental stage and officers will ensure that Members are updated on a regular basis in relation to all aspects of the proposal and processes in line with the requirements of the School Organisation Code 2018 and the School Standards and Organisation (Wales) Act 2013. Members noted that the total funding identified for the project from the Band B funding envelope is £9m.

The Cabinet Member outlined that the report was considered by the Education Scrutiny Committee on 25th March 2021, and after consideration and discussion, it was unanimously endorsed.

The Leader provided Cabinet with feedback from the local ward member Councillor J. Pritchard, which outlined some of the concerns with the current premises, including the small classrooms, asbestos in parts of the building, it does not provide a 'whole school approach' and the design does not allow for classrooms to access outside areas, which is a cause for concern during the current pandemic.

Cabinet thanked the Officers for the report and discussion ensued. Cabinet sought clarification on the proposal for multi-use sports facilities and whether these facilities would be available for community use. Officers explained that this will be the case and work is underway with the School in this area.

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 the recommendation to proceed to Welsh Government Business Case stage on the Plasyfelin Primary School proposal be approved.

11. REVIEW OF CONTRACT MANAGEMENT ARRANGEMENTS IN WASTE SERVICES

The report, which was considered by Environment and Sustainability Scrutiny Committee on 23rd March 2021 sought approval of a proposal to strengthen contract management arrangements within Waste Services.

The report outlined details of the range of high value contracts that are managed within Waste Services and provided details of a proposal to strengthen current contract management arrangements.

The proposed approach will ensure that all contracts are maximised in terms of service delivery, regulatory requirements, and that the wider social value benefits are realised. At the end of the proposed two-year contract management review period, an analysis of the effectiveness of the service model will be undertaken to determine if this approach to contract management can be applied more generally to other service areas across the council.

The report also included a proposal to fund the estimated cost of circa £410k to undertake the contract management review.

Cabinet thanked the Officers 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 proposal contract management review be approved;
- ii) That the total cost of £410k for the proposed four fixed-term posts for a period of 2 years be agreed and should be funded as follows:
 - £400k from the balance remaining on an earmarked reserve previously established to meet cost pressures within Waste Services;
 - £10k from the projected 2020/21 revenue budget underspend for the Corporate Procurement Team.

12. FLEXIBLE WORKING UPDATE REPORT

The report, which was considered by Policy and Resources Scrutiny Committee on 21st January 2021 provided Cabinet with an update on progress with the Flexible Working Corporate Review following the report being presented to Policy and Resource Scrutiny Committee on 21st January 2021.

It was noted that because of the speed and nature of the COVID-19 lockdown, the Council was required to equip and train a significant proportion of its workforce to work and to provide services remotely from their usual places of work and, in many cases, from home. Whilst Agile Working Principles were in place prior to the pandemic, they were mainly being used on an ad hoc basis.

It was noted that while the transformation to this new model of service delivery happened at a significant pace, the technology platforms that have formed the foundations of remote working have proven to be intuitive and stable.

Some sections of the workforce have been operating remotely and very effectively since the beginning of lockdown and, over time, further services have been enabled and brought back online with much less of a reliance on buildings, premises and travel.

This has enabled many services to the public to be delivered safely and continuously and for the Council's employees to manage multiple aspects of their professional and personal lives in a way that has brought about a much greater work-life balance than was possible previously.

The Flexible Working Corporate Review Group has been formed and are considering the changes and effects of moving to a more flexible working model approach and an update on the progress of the review was recently reported to Policy and Resource Scrutiny Committee on 21st January 2021.

It was noted that whilst the focus of the report relates to staff who have primarily worked from buildings, it should be noted that opportunities for flexible working are available in front line services, which support employees' career choices and also personal circumstances, via part time working, shift patterns, for example.

The report embraced the TeamCaerphilly transformation strategy, echoing the mantra - *A new "whole-authority" operating model to ensure a resilient Caerphilly County Borough for the future.*

Cabinet thanked the Officer for the report and discussion ensued. Members wished to express their gratitude to the staff for providing the report, and ongoing support over the past year to bring the changes that have been undertaken and sought clarification on the dissemination of the staff survey. Officers confirmed that the staff survey would be circulated to all employees week commencing 12th April 2021, including front line workers who do not have access to e-mails. Officers advised that the survey will also include sections on wellbeing and learning and development.

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 Officers Report: -

- i) The proposed flexible working employee categorisation identified within section 5.15 of the Officers report be formally adopted;
- ii) the proposal to consider different approaches to the supply of equipment to individuals based on their specific circumstances particularly in relation to the provision of furniture to allow more flexible/ home working where appropriate be supported;
- iii) the continued work to consider the impacts of any property portfolio rationalisation as a result of changes in office accommodation requirements be supported;
- iv) the review of how the local communities may be affected and how effective and constructive future engagement can be undertaken be supported;
- v) the formally identified workstreams in the Flexible Working Corporate Review Dashboard (Appendix 1) be noted;
- vi) a further updated staff survey be undertaken to gain additional staff views on flexible working given the extended duration of predominantly home/flexible working over almost 12 months.

13. UPDATE ON FLEET REVIEW WORK AND TRANSITION TO ULTRA-LOW EMISSION VEHICLES

The report provided Cabinet with an update on the work to review the council's fleet, with a particular focus on the transition to ultra-low emission vehicles and sought Cabinet approval to implement the actions identified as the next steps to reduce carbon emissions from our fleet.

The report also informed Cabinet that the contract of the Fleet Review Officer has been extended for an additional 2 years.

It was noted that on 11th November 2020 Cabinet approved funding of £297,371 to install EV charging points at Tir y Berth, Tredomen House and Ty Penallta. This infrastructure should allow up to 100 electric vehicles to be introduced into the Authority's fleet, depending on service area demand.

It was noted that significant progress has been made since this approval. It is anticipated that the charging points will be installed by the end of May 2021.

In May 2020 a Fleet Review Officer was appointed on a 12 months contract, based in the Policy and Partnerships Team to drive forward this agenda. The post has played a vital role in the progress to date. The post has now been extended using officer delegated powers for

an additional 2 years until March 2023 at a total cost of £92,000. The extension will be funded from a reserve established from an underspend on the 2020/21 Carbon Energy Tax budget.

It was noted that work has been undertaken to better understand the make-up of the fleet, and the implications this has on the transition to ultra-low emission vehicles (ULEV). This work has identified the complexity of transitioning to ULEVs and the report outlined the challenges and the initial proposed actions to develop a programme of works to make the most efficient use of the fleet, whilst ensuring that the Authority becomes net carbon neutral by 2030.

Cabinet thanked the Officer for the report and discussions 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 Officers Report: -

- i) The progress made to date as part of the fleet review and transition to ultra-low emission vehicles work be noted;
- ii) The extension of the Fleet Review Officer post for an additional 2 years be noted;
- iii) The proposed actions set out in the Officers Report to continue the transition to ultra-low emission vehicles be approved.

The meeting closed at 12:55pm

Approved and signed as a correct record subject to any corrections made at the meeting held on 21st April 2021.

CHAIR