



## CABINET

### MINUTES OF THE MULTI-LOCATIONAL MEETING HELD AT PENALLTA HOUSE AND VIA MICROSOFT TEAMS ON WEDNESDAY 26<sup>TH</sup> JULY 2023 AT 1PM

#### PRESENT:

Councillor S. Morgan – Chair

#### Councillors:

C. Andrews (Cabinet Member for Education and Communities), N. George (Cabinet Member for Corporate Services and Property and Highways), S. Cook (Cabinet Member for Housing), E. Forehead (Cabinet Member for Social Care), P. Leonard (Cabinet Member for Planning and Public Protection), C. Morgan (Cabinet Member for Waste, Leisure and Green Spaces) and E. Stenner (Cabinet Member for Finance and Performance).

#### Together with:

C. HARRY (Chief Executive), M.S. Williams (Corporate Director Economy and Environment) R. Edmunds (Corporate Director Education and Corporate Services) and D. Street (Deputy Chief Executive).

#### Also in Attendance:

S. Harris (Head of Financial Services and S151 Officer), R. Tranter (Head of Legal Services and Monitoring Officer), R. Kyte (Head of Regeneration and Planning), M. Lloyd (Head of Infrastructure), H. Jones (Waste Strategy and Operations Manager), L. Morgan (Licensing Manager), R. Hartshorn (Head of Public Protection, Community & Leisure Services), J. Williams (Assistant Director – Head of Adult Services), S. Richards (Head of Education Planning and Strategy), C. Millington (Area Community Education Worker).

## RECORDING AND VOTING ARRANGEMENTS

The Leader reminded those present that the meeting was being live streamed, and a recording would be made available to view via the Council's website, except for discussions involving confidential or exempt items. [Click Here To View](#).

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J. Pritchard (Cabinet Member for Prosperity, Regeneration and Climate Change).

## **2. DECLARATIONS OF INTEREST**

There were no declarations of interest received.

## **3. MINUTES – 12 JULY 2023**

RESOLVED the minutes of the meeting held on the 12<sup>th</sup> July 2023 be approved as a correct record.

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

Cabinet was provided with the Cabinet Forward Work Programme, which detailed the scheduled reports until 18<sup>th</sup> October, 2023.

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.

## **5. DAY OPPORTUNITIES**

Consideration was given to a report that sought Cabinet approval on the Implementation Plan to embed the model of day opportunities identified by Hugh Irwin Associates (HICO) which was presented to the Social Services Scrutiny on the 11<sup>th</sup> July 2023.

Cabinet noted that several LA's including Caerphilly reopened their Day Services provision as soon as the COVID 19 restrictions were lifted. However, some LA's moved to a fully community-based module. There has been a recent report from WG which includes how different LA's across Wales provide their day opportunities service. It identifies that the module included within the report, is the module that is seen to be 'Best Practice' and is now being followed by the majority of LA's.

The Direct Payment Post is a regional post and the funding will be split between the five LA's, which is being taken from the Regional Integration Fund. It is anticipated that this post will make a significant difference in terms of continuity in terms of standardising the practice across the LA's.

Clarification was sought on whether all political parties within the Social Services Scrutiny Committee had supported the recommendations. It was noted that other than one abstention, all the other Members present fully supported all the recommendations within the Officer's report.

Cabinet were very pleased to note that there has been a great deal of positive feedback in relation to a number of ongoing projects along with positive feedback from service users who initially had concerns with how the new way of providing services would work, but have been pleased with the outcomes.

In response to a query raised, the Officer explained that all volunteers are required to go through safeguarding training and DBS checked prior to them being able to start their volunteer role.

Clarification was sought on how the 'Bridging the Gap' project would meet the needs of unpaid carers. The Officer advised Cabinet that North Wales have been successfully running this project for the past ten years and are assisting in its implementation. To date there have been several open days directed at Social Workers and Providers across the five LA's. There is a catalogue is being developed which will outline all the different services provided, each individual will be allocated a sum of money which will enable them to book a service when required. Its aim is to provide the carer with far more control and more flexibility on how they

receive their respite.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved and by way of Microsoft Forms this was unanimously agreed.

RESOLVED for reasons contained within the Officers report:-

1. Cabinet provided comments on the implementation plan.
2. The extension of the day base core hour at Brooklands from 9.30am to 3.30pm to enable individuals to have their outcomes the bi product of which could be seen as respite for some families be endorsed.
3. The alternative pictorial representation of the model for day opportunities be endorsed.

## **6. CAERPHILLY COUNTY BOROUGH COUNCIL SPEED LIMITS TRAFFIC REGULATION ORDER 2023**

Cabinet noted that the report had been considered by Environment and Sustainability Scrutiny Committee on 19<sup>th</sup> July 2023.

Consideration was given to a report that sought Cabinet approval to implement the Caerphilly County Borough Council Speed Limits Traffic Regulation Order 2023 as amended.

Cabinet noted that in July 2022 the WG passed new legislation that changed the default speed limit on restricted roads in Wales from 30mph to 20mph.

The Council proposed to retain 30mph speed limits on a number of roads and in addition, it was proposed to amend the existing speed limits to 40mph at four locations to improve road safety.

The Officer explained the Council has very little control over this legislation other than to make a case for exceptions to the 20mph limit, as it has done within the report. There has been a great deal of work undertaken to be able to justify these exemptions. Officers have looked at accident statistics and carried out camera surveys in the areas that the exemptions have been sought. There has also been work undertaken to ascertain the pedestrian and cycle usage.

Welsh Government has advised there will be funding made available for 2024/25 to look at reviewing areas of concerns where there is a requirement to increase the speed limits. Following the implementation of the 20mph speed limit the Council will carry out an assessment for a six-month period to identify any areas of concern that require addressing.

It is hoped in the future, that the 20mph limitations, will promote more cyclists on the roads as it will give them greater safety.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved and by way of Microsoft Forms this was unanimously agreed.

RESOLVED for reasons contained within the Officers report:-

1. The making of the Caerphilly County Borough Council Speed Limits Traffic Regulation Order 2023 as amended be approved.
2. Additional signage and road markings as detailed within the report be approved.

## 7. A ROUTEMAP TO INFORM OUR RESOURCE AND WASTE STRATEGY

Cabinet noted that the report had been considered by Joint Scrutiny Committee on 28<sup>th</sup> June 2023.

Consideration was given to a report that sought Cabinet approval on the Councils draft Routemap that sets out the principles of an emerging waste strategy. The report also sought approval on the proposed immediate interventions to improve recycling performances in Caerphilly and to set out a timeframe and associated milestone for Member engagement and Housing and Environment Scrutiny Committee in developing the Council's Resources and Waste Strategy.

It was noted that Officers propose to present the final waste strategy to a future scrutiny committee and cabinet following the autumn period, where approval will be sought to launch the extensive consultation process beginning in early 2024, following which the strategy will be finalised and approved as Council policy.

Following a query raised, the officer advised Cabinet that a very minimal amount of waste goes to landfill, which is generally from the incineration from Viridor, where it cannot be used for anything else. The majority of the bottom ash from the incinerator is used for products such as concrete blocks and other cement products.

It was noted that there were lengthy discussions at Scrutiny regarding the trial booking system at Trehir and Scrutiny requested Cabinet consider an amendment that a Task and Finish Group is agreed rather than considered and the trial at Trehir is removed. Cabinet agreed this amendment. However, the Leader suggested this group should be a Working Group rather than a Task and Finish Group as it is an ongoing process. The amendment to the recommendation was moved and seconded.

It was also noted that Scrutiny had asked to remove the bin liners from the early wins which is referred to in the route map. However, WG strongly recommend that caddy liners are used and supplied to residents, and all other LA's in Wales provide and fund them. It is anticipated that the use of the liners will increase the amount of waste being recycled.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved and by way of Microsoft Forms this was unanimously agreed.

It was moved and seconded that the recommendations contained within the Officer's report be approved subject to an amendment to recommendation 3.2 to read 'The proposed early interventions (with the exception of the trial booking system), anticipated to increase current recycling performance, along with approval to establish a specific reserve of £2.347m funded from uncommitted capital earmarked reserves' and recommendation 3.3 to read 'To request the agreement of the Joint Scrutiny Committee to establish a Working Group to assist in the development and delivery of the draft Routemap and associated Strategy thereafter'

RESOLVED that for the reasons contained in the Officer's report and at the meeting: -

1. The principles of the draft Routemap be approved.
2. The proposed early interventions (with the exception of the trial booking system), anticipated to increase current recycling performance, along with approval to establish a specific reserve of £2.347m funded from uncommitted capital earmarked reserves be approved.
3. To request the agreement of the Joint Scrutiny Committee to establish a

Working Group to assist in the development and delivery of the draft Routemap and associated Strategy thereafter be noted.

## **8. COVID 19 - ECONOMIC RECOVERY FRAMEWORK, MONITORING REPORT**

Cabinet noted that the report had been considered by the Housing and Regeneration Scrutiny Committee on the 18<sup>th</sup> July, 2023.

Consideration was given to a report which provided Cabinet with an update on our economic recovery framework prior to consideration by Cabinet. The recovery framework comprises three distinct phases which are the restart, revive and renew phases.

The focus of the report was the Revive and Renew Phases which follow on from an initial 'Government led' response (the Restart Phase) that delivered financial and employer support at pace in response to the pandemic.

Clarification was sought on how the 'Multiply Project' will increase skills. The Officer explained the project is a government funded programme from the 'Levelling Up' fund. The aim of the programme is improving Caerphilly residents' functional numeracy skills to support them into employment. To be eligible for this programme you must be a resident of Caerphilly County Borough, be over 19 and have a level of Maths not exceeding level 2.

The Officer advised Cabinet that some examples of courses that will be delivered will be through the medium of DIY or cooking. The Council have also linked with the Job Centres to deliver a range of courses which will be job specific, such as construction, beauty and hospitality and has also linked with volunteering groups which will target training for group treasurers.

Cabinet were pleased to note that over 100 empty properties have been brought back into use by the Councils dedicated empty properties team. Cabinet sought clarification on how the team has helped bring back into the use the vacant town centre properties. The Deputy Chief Executive advised Cabinet that there has been a number of routes taken to identify these properties, such as people becoming aware of properties becoming vacant from members of their communities, internal departments communicating with each other, the key relationships being the Housing department and the Regeneration department.

The Council is now looking at opportunities for dual purpose properties. Where a property has historically been solely commercial, could there be a possibility of them becoming residential and commercial.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved and by way of Microsoft Forms this was unanimously agreed.

RESOLVED for reasons contained within the Officers report Cabinet acknowledged the progress made against the agreed action plan for economic recovery.

## **9. SCRAP METAL DEALERS, DOG BREEDERS, AND LICENSING OF ACTIVITIES INVOLVING ANIMALS LICENSING FEES 2023/24 AND FUTURE FEE SETTING DETERMINATION**

Consideration was given to a report which sought Cabinet to determine the fees charged for Scrap Metal Dealer Licences, Dog Breeder Licenses and licenses for premises/activities covered by the Animal Welfare (Licensing of Activities Involving Animals) (Wales) regulations 2021 for 2023/24. The report also sought Cabinet approval on the delegation and future setting of the above fees falling under the executive function to the relevant Director or Head

of Service in consultation with the relevant Cabinet Member.

Cabinet noted that any unlicensed dog breeding complaints are taken seriously and investigated by Trading Standards. However, unlicensed dog breeder cases are complex as there is a threshold to how many litters per year are permitted before a licence is required, also illegal breeders will use different addresses and members of their network to sell the dogs.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved and by way of Microsoft Forms this was unanimously agreed.

RESOLVED for reasons contained within the Officers report :-

1. The fee structure set out at paragraphs 5.4 to 5.6 of the report was approved for implementation from 1.8.2023.
2. The delegation of future fee setting arrangements for the licence types falling within the executive function to the relevant Director or Head of Service in consultation with the relevant Cabinet Member be approved.

## **10. PROVISIONAL REVENUE OUTTURN FOR 2022/23**

Consideration was given to a report that provided Cabinet with details of the provisional revenue budget outturn for the 2022/23 financial year prior to the completion of the annual external audit of the accounts by Audit Wales.

Cabinet approval was also sought of specific proposals for the use of General Usable Service Reserves.

The report also sought Cabinet endorsement of proposals for the use of surplus General Fund balances prior to consideration by Council.

Cabinet noted the significant financial challenges going forward, with the unprecedented levels of inflation and the current economic outlook resulting in a potential savings requirement of £48.335m for the two-year period 2024/25 to 2025/26. Even though the budget for 2022/23 was managed well, the scale of the financial challenge facing the Council means that new approaches to service delivery will be required and this will be achieved through our Transformation and Placeshaping Investment Programmes. It was noted that the required changes will need to be developed at pace and that key decisions will need to be made early to ensure that the projected savings requirement for 2024/25 and 2025/26 can be delivered.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved and by way of Microsoft Forms this was unanimously agreed.

RESOLVED for reasons contained within the Officers report;-

1. The provisional 2022/23 revenue budget outturn position be noted.
2. The proposed use of General Usable Service Reserves totalling £1.148m as set out in section 5.10 of the report be approved.
3. The proposed use of surplus General Fund balances totalling £3.455m as detailed in section 5.11 of the report, prior to consideration by Council on 27 September 2023 be endorsed.

4. The recommendation to Council to maintain the General Fund balance at £15.166m be endorsed.

The meeting closed at 14.15 p.m.

Approved and signed as a correct record subject to any corrections made at the meeting held on 20<sup>th</sup> September 2023.

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CHAIR