



CABINET

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY, 12TH NOVEMBER 2014 AT 2.00 PM

PRESENT:

Councillor K.V. Reynolds - Leader

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), Mrs B. Jones (Deputy Leader and Cabinet Member for Corporate Services), K. James (Regeneration, Planning and Sustainable Development), Mrs R. Passmore (Education and Lifelong Learning), D.V. Poole (Community and Leisure Services), T.J. Williams (Highways, Transportation and Engineering), R. Woodyatt (Social Services).

Together with:

C. Burns (Interim Chief Executive), Mrs S. Aspinall (Acting Deputy Chief Executive), Mrs N. Scammell (Acting Director Corporate Services and S.151 Officer), Mr D. Street (Corporate Director Social Services).

Also in Attendance:

C. Jones (Head of Performance and Property), P. Elliott (Head of Regeneration and Planning), D. Coles (RDP Delivery Manager, Countryside and Landscape Service), P. Martin (Conservation and Design Officer), M.S. Williams (Head of Community and Leisure Services), J. Dix (Policy and Research Manager), M. Jones (Interim Financial Services Manager), G. Evans (Interim Manager Community Education), G. Hardacre (Head of Workforce and Organisational Development), S.M. Kauczok (Committee Services Officer).

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

Councillor R. Woodyatt declared an interest in agenda item 8 - Update Report Groundwork Caerphilly - in that he is a co-opted member and Director of the Board.

3. CABINET

RESOLVED that the minutes of the meeting held on 29th October 2014 (minute nos. 1 - 9) be approved and signed as a correct record.

MATTERS ON WHICH EXECUTIVE DECISIONS WERE REQUIRED

4. FORMER NEWBRIDGE LIBRARY

The report sought Members' views on the proposed options concerning the disposal of the site of the former Newbridge Library, which is surplus to the requirements of the holding service and for which no ongoing operational use has been identified. The Head of Performance and Property outlined the four options set out in the report.

Following consideration and discussion, it was moved and seconded that Option 2 i.e. to dispose of the Council's interest, either through a freehold sale or leasehold disposal to those external parties who present the most favourable business case, be approved. By a show of hands this was unanimously agreed.

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

1. Cabinet approved Option 2 i.e. to dispose of the Council's interest, either through a freehold sale or leasehold disposal to those external parties who present the most favourable business case.
2. A further Cabinet report be submitted outlining Asset Management Group recommendations for the preferred end use following consideration of any business proposals submitted.
3. The decision regarding the detailed terms of the sale/lease be delegated to the Head of Performance and Property and Cabinet Member for Performance and Asset Management.

5. RURAL DEVELOPMENT PLAN (RDP) FUNDING 2014-2020

The Head of Regeneration and Planning presented the report which informed Members of the development of the new Rural Development Plan (RDP) and recommended a number of processes that are underway in order to access funding under the new RDP LEADER programme.

Under the current programme (2007-2013) the local LEADER element of the RDP is delivered by the Countryside and Landscape Service. LEADER is effectively a rural regeneration programme aimed at working with rural people, communities and businesses to develop projects and ideas and add value through networking and local supply chains. It is overseen by a Local Action Group (LAG), which is an informal steering group of local stakeholders. Examples from the current RDP LEADER in Caerphilly are outlined in the appendix to the report.

For the new programme Welsh Government is expecting areas to join together at least for the administrative functions involved in order to realise some cost efficiencies. WG have confirmed that in principle the proposed joint arrangement with Blaenau Gwent meets their requirements for joint working.

Following consideration and discussion, during which Members received assurances that everything possible was being done to ensure that the processes were in place to enable the

funding to be drawn down in January 2015, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

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

1. The approach of working with Blaenau Gwent on the LEADER element of the RDP 2014-2020 with Caerphilly acting as the administrative body be endorsed.
2. The establishment of a formally constituted Local Action Group to serve the purposes of the funding be endorsed. The formation of the LAG will be in line with guidance from Welsh Government and Legal Services.

6. 'THE VALUE OF HISTORIC PLACES' CONSERVATION STRATEGY FOR THE HISTORIC ENVIRONMENT 2014-2019

The report, which outlined the stakeholder engagement undertaken in respect of the Draft Conservation Strategy for the Historic Environment 2014-2019, and sought Members' views on proposed changes to the Draft Conservation Strategy as a consequence of public consultation, was considered by the Regeneration and Environment Scrutiny Committee on 28th October 2014 prior to being referred to Cabinet.

The report detailed the need for and the scope of a Conservation Strategy, with Officers outlining the list of statutory designations within the county borough to be included within the remit of the Strategy (encompassing listed buildings, scheduled ancient monuments, historic parks and gardens and historic landscapes). The Strategy will include a number of priority objectives, which will be reviewed after five years.

The Conservation and Design Officer drew attention to an incorrect description in paragraph 1.3 of the covering report from the Regeneration and Environment Scrutiny Committee i.e. the reference to 'local heritage sites' should read 'scheduled ancient monument and a grade II listed building'.

A Member queried the accuracy of the request that had been received during the consultation process to update the description of Bargoed Police Station in the list of Listed Buildings to Bargoed Town Hall. The Officer confirmed that she would verify this matter and amend the document if necessary.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

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

1. The stakeholder engagement undertaken in respect of the Draft Conservation Strategy for the Historic Environment 2014-2019 (July 2014) be noted.
2. The amended Conservation Strategy be named "The Value of Historic Places".
3. The strategic framework, which will positively and beneficially conserve, enhance and where appropriate preserve the historic environment for its intrinsic value and for containing important historic assets, be approved.

7. HEADS OF THE VALLEYS ORGANICS PROCUREMENT - MEMORANDUM OF UNDERSTANDING

The Head of Community and Leisure Services presented the report, which sought approval to adopt a Memorandum of Understanding between MoV Authorities and Monmouthshire County Council prior to the preparation of the Outline Business Case.

The HoV organics procurement project aims to secure long term (20 year) capacity for the treatment of organic waste for its member authorities, (at present Blaenau Gwent, Caerphilly and Torfaen County Borough Council's). The original project commenced in 2009 but the recent withdrawal of the 2 remaining bidders has resulted in the procurement process closing. This has initiated discussions with Welsh Government and a revised approach to a new procurement process potentially involving an additional Authority, Monmouthshire County Council, to make a new partnership of 4 Authorities.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

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

1. The Memorandum of Understanding attached as Appendix 1 to the report be approved.
2. The Senior Responsible Officer (Head of Community and Leisure Services) acting on behalf of Caerphilly CBC as part of the project team, be authorised to approve minor drafting amendments to the Memorandum of Understanding in consultation with the relevant Cabinet Member(s) as may be necessary.

8. UPDATE REPORT GROUNDWORK CAERPHILLY

Councillor R. Woodyatt declared an interest in this item as a co-opted member and Director of Groundwork Caerphilly.

The Policy and Research Manager presented the report, which provided background to the merger of Groundwork Caerphilly into Groundwork Wales and highlighted the potential issues around Grant State Aid in the future funding of Groundwork Caerphilly/Wales and other voluntary organisations by the Council.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons set out in the Officer's report the merger of Groundwork Caerphilly into Groundwork Wales be noted and Officers be authorised to take appropriate steps in ensuring the merger.

9. CHARGING FOR TELECARE SERVICES

The Interim Financial Services Manager presented the report, which was considered by the Health Social Care and Wellbeing Scrutiny Committee on 21st October 2014. The report outlined the reasons for undertaking the review of charges for Telecare services and sought approval for the recommendations arising from the process.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

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

1. The charges identified in the table in paragraph 4.9.1 be implemented with effect from 1st January 2015 in order to maximise income while allowing a reasonable lead in time.
2. The Supporting People Team pay £1.50 per dispersed unit towards the weekly charge for service users in receipt of Council Tax benefit throughout the 2014/15 financial year. This will be reviewed for the 2015/16.
3. The £65k be vired on a permanent basis from the Adult Services Supporting People budget in the Telecare Services budget.
4. The existing service users' charges continue to increase by £0.50 per week each year until they reach parity with charges for new service users.

10. PUBLIC LIBRARY STANDARDS IN WALES - ANNUAL LIBRARY UPDATE REPORT 2013-2014

The Interim Manager Community Education presented the report, which had been considered by the Education for Life Scrutiny Committee on 4th November 2014. The report informed Members of progress made by the County Borough Library Service in seeking to meet the 4th Framework of Welsh Government Public Library Standards and Performance Indicators during 2013-14 the final year of the improvement scheme in its present form.

It was noted that CCBC Library Service had met or exceeded 8 of 9 Welsh Government Public Library Standards in 2013-14, an improvement of 2 Standards on that achieved in 2011-2012 or 2012-13. This performance is deemed above average when compared to Wales as a whole. This attainment was commended by the WG assessor and peer led Reference Group in the Annual Report for Caerphilly 2013-14, as significant and sustained, the result of careful planning and the implementation of a development plan. .

Following consideration and discussion, during which Members congratulated officers on the sustained progress in performance and discussed present and potential future challenges to the Library Service, it was moved and seconded that the recommendations in the report be approved. By a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the officer's report: -

1. The information received from the County Borough Library Service with regard to its performance for 2013-14 in working towards achieving the 4th Framework of Welsh Government Public Library Standards and Performance Indicator Set 2011-14, be noted.
2. The Welsh Government's Public Library Standard Reference Group assessment of this performance be noted. The Authority's attainment of 8 Public Library Standards, above the median for Wales of 6.5 is of particular note and the subject of the assessor's formal commendation.
3. The Welsh Government Public Library Standards Annual Report 2013-14 be endorsed.

11. DRAFT WHISTLEBLOWING POLICY

The Head of Workforce and Organisational Development presented the report, which sought Members' approval of a revised Whistleblowing Policy to enable employees to raise concerns with the Council without fear of victimisation, subsequent discrimination or embarrassment. The report also informed Members of a proposed change to the administration form used to record declarations of interests made by employees. The report was considered by the Policy and Resources Scrutiny Committee on 11th November 2014 prior to being presented to Cabinet and Council.

It was noted that the Policy only applies to Council employees and that volunteers or contractors working on the premises including builders, drivers and suppliers, should raise their concerns under the Corporate Complaints Policy which is available on the Authority's website. During the ensuing discussion it was felt that this had not been made clear within the draft Policy and it was requested that the document be amended where appropriate to reflect this concern.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved subject to the Head of Workforce and Organisational Development making minor changes to ensure it is clear who is covered by the Policy. By a show of hands this was unanimously agreed.

RECOMMENDED that for the reasons contained in the officer's report"-

1. Members noted the contents of the report and the draft Whistleblowing Policy and recommend it to Council for adoption subject to the Head of Workforce and Organisational Development making minor changes to ensure it is clear who is covered by the Policy. The Council's Monitoring Officer make the necessary amendments to the Council's Constitution.
2. Members noted the changes to the administrative form for the declaration of interests recorded by employees and recommended to Council the adoption of the declaration form. The Council's Monitoring Officer be authorised to make the necessary changes to the Council's Constitution.

The meeting closed at 15.03 pm.

Approved and signed as a correct record subject to any corrections made at the meeting held on 26th November 2014.

CHAIR