



City and County of Swansea

Minutes of the **Cabinet**

Council Chamber, Guildhall, Swansea

Thursday, 20 September 2018 at 10.00 am

Present: Councillor R C Stewart (Chair) Presided

Councillor(s)

M C Child
D H Hopkins
J A Raynor

Councillor(s)

W Evans
A S Lewis
M Sherwood

Councillor(s)

R Francis-Davies
C E Lloyd
M Thomas

52. **Disclosures of Personal and Prejudicial Interests.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests were declared:

- 1) Councillor J A Raynor declared a Personal and Prejudicial Interest in Minute 62 "Local Authority Governor Appointments" and withdrew from the meeting prior to its consideration;
- 2) Councillors M C Child, W Evans, R Francis-Davies, D H Hopkins, A S Lewis, C E Lloyd, J A Raynor, M Sherwood, R C Stewart and M Thomas declared a Personal Interest in Minute 64 "Review of Councillors' Broadband and Telephone, ICT and Mobile Phone Allowances - May 2017 & Beyond".

53. **Minutes.**

Resolved that the Minutes of the meeting(s) listed below be approved and signed as a correct record:

- 1) Cabinet held on 16 August 2018.

54. **Leader of the Council's Report(s).**

The Leader of the Council made no announcements.

55. **Public Question Time.**

A number of questions were asked in relation to Minute 58 "Outcome of Consultation in Relation to the Residential Care Commissioning Review" and Minute 59 "Outcome of Consultation in Relation to the Day Services Commissioning Review".

The relevant Cabinet Member responded.

56. Councillors' Question Time.

Councillor A M Day asked a number of questions in relation to Minute 58 "Outcome of Consultation in Relation to the Residential Care Commissioning Review" and Minute 59 "Outcome of Consultation in Relation to the Day Services Commissioning Review".

The relevant Cabinet Member responded.

57. Pre-Decision Scrutiny Feedback - Outcome of Residential Care & Day Services for Older People Consultation. (Verbal)

Councillor C A Holley presented the pre decision scrutiny feedback.

58. Outcome of Consultation in Relation to the Residential Care Commissioning Review.

Call In Procedure: This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".

The Cabinet Member for Care, Health & Ageing Well presented a report, which summarised the results of the recent consultation on the preferred options emerging from the Residential Care Commissioning Review. It also provided final recommendations of how to proceed, taking account of the results and the associated Equality Impact Assessments.

Resolved that:

- 1) The Council's in-house residential care service be refocused to focus on complex needs, residential reablement and respite only;
- 2) Going forward, commission all standard residential care for non-complex needs and nursing care from the independent sector;
- 3) As a consequence of the above, close Parkway Residential Home ensuring that all affected residents are fully supported;
- 4) A maximum of up to £105 per person per week top up fees be paid for all residents at Parkway (including self-funders), subject to individual circumstances and social work assessments, for the duration of their residential care placement in the event that Parkway closes following the final decision taken be agreed.

59. Outcome of Consultation in Relation to the Day Services Commissioning Review.

Call In Procedure: This decision is exempt from the Authority's Call In Procedure as "the decision has been subject to Pre-Decision Scrutiny and there is no material change in relevant information / evidence".

The Cabinet Member for Care, Health & Ageing Well presented a report, which summarised the results of the preferred options emerging from the Day Services Commissioning Review. It also provided final recommendations of how to proceed, taking account of the results and the associated Equality Impact Assessments.

Resolved that:

- 1) Day Services for older people be remodelled so they focus on complex needs only going forward;
- 2) As a consequence of the above, close Rose Cross and the Hollies Day Services ensuring that those affected are fully supported through the process.

60. Quarter 1 2018/19 Performance Monitoring Report.

The Cabinet Member for Business Transformation & Performance presented a report, which outlined the Corporate Performance for Quarter 1 2018-2019.

Resolved that:

- 1) The performance results be noted and reviewed to help inform executive decisions on resource allocation and, where relevant, corrective actions to manage and improve performance and efficiency in delivering national and local priorities.

61. Increased Planned Places at Ysgol Penybryn Special School.

The Cabinet Member for Education Improvement, Learning & Skills presented a report, which outlined the result of consultation and sought approval for the publication of a statutory notice on the proposal to increase the planned places at Ysgol Penybryn Special School from April 2019.

Resolved that:

- 1) Approval be given to publish a statutory notice to increase the planned places at Ysgol Penybryn Special School from April 2019;
- 2) The additional delegated revenue funding to support the establishment of these increased planned places within Penybryn Special School and associated potential additional transport costs are both accommodated within existing and future education overall revenue budgets;
- 3) Any objections received during the statutory notice period be considered and determine the outcome of the proposal at their meeting on 20 December 2018.

62. Local Authority Governor Appointments.

The Local Authority Governors Appointment Group submitted a report, which sought approval of the nominations submitted to fill Local Authority (LA) Governor vacancies on School Governing Bodies.

Resolved that:

- 1) The following nominations recommended by the Chief Education Officer in conjunction with the Cabinet Member for Education Improvement, Learning & Skills be approved:

| | | |
|----|----------------------------------|------------------------|
| 1) | Brynmill Primary School | Richard Blakeley |
| 2) | Dunvant Primary School | Kathryn Jones |
| 3) | Pontarddulais Primary School | Michelle Broadley |
| 4) | YGG Felindre | Cllr Brigitte Rowlands |
| 5) | Pentrehafod Comprehensive School | Cllr Chris Holley |

63. Equality Review Report 2017-18

The Cabinet Member for Better Communities presented a report, which outlined the Annual Equality Review Report 2017-2018 as required by the Public Sector Equality Duty for Wales.

Resolved that:

- 1) The report content be approved for publication.

64. Review of Councillors' Broadband and Telephone, ICT and Mobile Phone Allowances - May 2017 & Beyond.

The Head of Democratic Services presented a report, which considered adopting the recommendations of the Democratic Services Committee in relation to its review of the "Councillors' Broadband and Telephone, ICT and Mobile Phone Allowances - May 2017 & Beyond" Policy.

Resolved that:

- 1) The Policy be renamed the "Councillors Information, Communication & Technology (ICT) Allowances - May 2017 & Beyond Policy" or "Councillors ICT Allowances - May 2017 & Beyond Policy" for short;
- 2) The following note be added to Paragraph 5.3 of the Policy:

"1) The Councillors' ICT Allowance over a 5 year period is £1,808 in total. This amount may be spent at any time during the 5 year term provided the claims are made using the Councillors / Co-opted Members ICT Allowance Claim Form and with relevant receipts.

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- 2) *Any spend exceeding £200 in the final year of the Term of Office must be approved in advance by the Head of Democratic Services in conjunction with the Chief Transformation Officer. They may look at temporary solutions such as providing Authority owned ICT devices."*
- 3) The following condition be added to Paragraph 6.1 of the Policy:
 - "c) *Councillors in receipt of the Telephone element of the Councillors' Broadband and Telephone Allowance must allow for their telephone number to be published on the Authority's website and promoted as necessary save in exceptional circumstances".*
- 4) Paragraph 6.4 of the Policy be redrafted so as to allow each Councillor within the same household to receive the Data Allowance Payment but that the household be limited to one Broadband Allowance;
- 5) The "Broadband and Telephone Allowance" be renamed the "Data and Telephone Allowance";
- 6) Paragraph 7.1 of the Policy be amended as follows with an additional second condition also being added:

"7.1 The Authority currently pays a monthly Councillors' Mobile Phone Allowance to qualifying Councillors in order to supplement their mobile phone bills due to their increased use for Council business providing:

 - a) *Councillors produce proof on an annual basis of their Mobile Phone contract to the Cabinet Office / Democratic Services Team.*
 - b) *Councillors in receipt of the Councillors' Mobile Phone Allowance must allow for their mobile telephone number to be published on the Authority's website and promoted as necessary save in exceptional circumstances".*
- 7) Paragraph 7.5 of the Policy be deleted and the section renumbered accordingly;
- 8) The following note be added to Paragraph 9.4 of the Policy:

"Note:

 - 1) *The Co-opted Members ICT Allowance over a 4 and 6 year period is £361.60 and £441.60 in total respectively. This amount may be spent at any time during the 4-6 year term provided the claims are made using the Councillors / Co-opted Members ICT Allowance Claim Form and with relevant receipts;*
 - 2) *Any spend exceeding £40 in the final year of the Term of Office must be approved in advance by the Head of Democratic Services in*

conjunction with the Chief Transformation Officer. They may look at temporary solutions such as providing Authority owned ICT devices."

9) A Paragraph 9.7 be added to the Policy as follows:

"9.7 Co-opted Members in receipt of the Telephone element of the Co-opted Member Broadband and Telephone Allowance must allow for their telephone number to be published on the Authority's website and promoted as necessary save in exceptional circumstances".

65. Review of the Gambling Policy.

The Cabinet Member for Delivery presented a report, which sought agreement for the draft of the revised Gambling Policy, for the period January 2019 to January 2022, to be issued for consultation.

Resolved that:

- 1) The proposed changes to the Council's Gambling Policy be agreed;
- 2) The revised Policy be agreed and issued for consultation prior to reporting back to Council for adoption.

66. Contract Award Report for the Framework for the Refurbishment of Kitchens and Bathrooms.

The Cabinet Member for Homes & Energy presented a report, which sought approval to establish a framework agreement for the refurbishment of kitchens and bathrooms. An OJEU compliant tender process had been followed to engage four contractors to be appointed onto the framework with an allocation of the properties in the ratio of 40%:20%:20%:20%.

Resolved that:

- 1) The award of the contracts, as recommended in this report be authorised;
- 2) Authority be delegated to the Director of Place in conjunction with the Chief Legal Officer and the Chief Finance Officer, to enter into call off contracts under the framework with the successful tenderers, without the need for further approval from Cabinet.

67. Contract Award Report: Framework of Contractors for Housing Renewal and Adaptations works.

The Cabinet Member for Homes & Energy presented a report, which provided details of the procurement of a Framework of Contractors for Housing Renewal and Adaptation works and sought approval to appoint selected suppliers into a Framework Agreement.

Resolved that:

- 1) The suppliers listed in Appendix 1 of the report be appointed to the Framework for the three lots listed.

68. Financial Procedure Rule 7 Active Travel Fund Grant 2018/19.

The Cabinet Member for Environment & Infrastructure Management presented a report, which confirmed the outcome of the bid for Active Travel Fund (ATF) Grant and sought approvals for expenditure on the proposed schemes and projects in 2018-2019.

Resolved that:

- 1) The projects, together with their financial implications be approved and included in the 2018-2019 Capital Programme.

69. General Building Materials Framework.

The Cabinet Member for Homes & Energy presented a report, which sought approval to award a Framework for the Supply of General Building Materials that will allow for direct orders for housing stock maintenance and public building projects.

Resolved that:

- 1) The Suppliers listed in Appendix 1 of the report be appointed to the Framework;
- 2) Authority be delegated to the Head of Corporate Building Services in conjunction with the Chief Legal Officer to determine how any call off contracts are to be entered into and executed by the Council.

The meeting ended at 11.57 am

Chair

| Call In Procedure – Relevant Dates | |
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| Minutes Published: | 20 September 2018 |
| Call In Period Expires (3 Clear Working Days after Publication): | Midnight on 25 September 2018 |
| Decision Comes into force: | 26 September 2018 |