

**CABINET - TUESDAY, 24 SEPTEMBER 2024**

**MINUTES OF A MEETING OF THE CABINET HELD HYBRID IN THE COUNCIL CHAMBER - CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON TUESDAY, 24 SEPTEMBER 2024 AT 14:30**

Present

Councillor JC Spanswick – Chairperson

J Gebbie  
M J Evans

HM Williams  
M Jones

E L P Caparros

P Davies

Present Virtually

N Farr

Officers:

Oscar Roberts  
Alex Rawlin  
Carys Lord  
Janine Nightingale  
Kelly Watson  
Mark Shephard  
Zak Shell  
Michael Pitman  
Mark Lewis  
Helen Picton

Business Administrative Apprentice - Democratic Services  
Corporate Policy & Performance Manager  
Chief Officer - Finance, Housing & Change  
Corporate Director - Communities  
Chief Officer - Legal & Regulatory Services, HR & Corporate Policy  
Chief Executive  
Head of Neighbourhood Services  
Technical Support Officer – Democratic Services  
Group Manager - Integrated Working  
Head of Shared Regulatory Services

**Declarations of Interest**

The following Members declared personal interests in Item 10 - Elective Home Education Policy 2024-2027:

HM Williams  
J Gebbie  
M J Evans  
M Jones

**362. Approval of Minutes**

Decision Made	<u>RESOLVED</u> That the minutes of the 23/07/2024 and 10/09/2024 be approved as a true and accurate record.
Date Decision Made	24 September 2024

**363. Replacement System for Caredirector (WCCIS)**

Decision Made	<p>The Corporate Director Social Services and Wellbeing presented a report which:</p> <ul style="list-style-type: none"><li>• Provided Cabinet with an update on the procurement of a replacement social care system for CareDirector (WCCIS).</li><li>• Informed Cabinet of the risks of failing to award a contract in line with procurement timescales.</li><li>• Sought approval from Cabinet to delegate authority to the Corporate Director of Social Services and Wellbeing in consultation with the Chief Officer, Finance, Housing and Change and the Chief Officer Legal and Regulatory Services to accept the most economically advantageous tender received and to enter into a contract and any supplemental deeds and documents with the successful bidder.</li></ul> <p>The Corporate Director Social Services and Wellbeing explained that following evaluation of the alternative options, the 18 local authorities who are procuring a new system agreed to work together in a national</p>
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	<p>programme, but to procure through 6 clusters, ranging in size from 1 to 6 local authorities per cluster. BCBC is part of the Cwm Taf Morgannwg (CTM) cluster. These were highlighted in Table 1 of the report.</p> <p>She advised that Table 2 showed the timelines from the tender submission deadline until mobilization of the new system.</p> <p>The Corporate Director Social Services and Wellbeing explained that there were risks to the Council should it not approve tender at the same time as our regional partners, the main risk is that the Council will not have an effective, support case management system in place after January 2026, which would mean a fundamental failure of safeguarding, child and adult protection, in Bridgend.</p> <p>The Deputy Leader was pleased to see that we were making progress on this. It was disappointing to see that Welsh Government had not indicated what they would be able to contribute in terms of funding. She added that there would be high risk to the County Borough to not award a contract and hope that Welsh Government provide funding when it was needed.</p> <p><b><u>RESOLVED:</u></b> That Cabinet:</p> <ul style="list-style-type: none"> <li>• Noted the update on the procurement of a replacement social care system for CareDirector (WCCIS);</li> <li>• Noted the risks of failing to award a contract in line with procurement timescales;</li> <li>• Delegated authority to the Corporate Director of Social Services and Wellbeing in consultation with the Chief Officer, Finance, Housing and Change and the Chief Officer Legal and Regulatory Services to accept the most economically advantageous tender received and to enter into a contract and any supplemental deeds and documents with the successful bidder.</li> </ul>
Date Decision Made	24 September 2024

**364. Housing and Homelessness Position Statement**

Decision Made	The Chief Officer Finance, Housing and Change presented a report which:
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	<ul style="list-style-type: none"><li>• Updated Cabinet with regards to key pieces of work currently being taken forward to address pressures on housing and homelessness services;</li><li>• Sought approval from Cabinet for the acquisition of three properties which are within the Council's approved capital estimates for the purpose of providing temporary accommodation, subject to all reasonable due diligence and legal advice.</li></ul> <p>She explained that in March 2024, Cabinet approved a proposal, authorising the acquisition of Housing in Multiple Occupation (HMO) style properties for the purpose of providing temporary accommodation. Since then, work has taken place alongside the Corporate Landlord department to purchase two properties, with a third purchase currently in progress. Further details were at section 3 of the report.</p> <p>The Deputy Leader welcomed the report and it provided a vision of how we can move forward in the County Borough to help those who were in need of a home.</p> <p>Cabinet Members asked what the costs going forward would be relating to the demand for temporary accommodation. The Chief Officer Finance, Housing and Change stated that due to the accommodations recently being refurbished we were not anticipating high costs ongoing for maintenance, however there have been arrangements put in place to ensure we were able to meet those maintenance requirements.</p> <p>Further queries by Cabinet Members were answered by the the Chief Officer Finance, Housing and Change.</p> <p><u>RESOLVED:</u> That Cabinet:</p> <ul style="list-style-type: none"><li>• Noted the contents of this report;</li><li>• Approved the acquisition of three properties which are within the Council's approved capital estimates for the purpose of providing temporary accommodation subject to all reasonable due diligence and legal advice.</li></ul>
Date Decision Made	24 September 2024

**365. Urban and Rural Grass Cutting Capital Equipment**

Decision Made	<p>The Head of Operations – Community Services presented a report which updated Cabinet in relation to the delivery of urban and rural grass cutting Service and sought Cabinet approval for a report to be presented to Council, recommending a proposed amendment to the Capital Programme to incorporate a capital budget of £340,000, vired from the existing Raven's Court capital budget.</p> <p>The Cabinet Member for Education and Youth Services asked that we considered a delivery plan for this service so that the public can have realistic expectations going forward.</p> <p>The Cabinet Member for Finance &amp; Performance explained that bringing this service in house would give BCBC better control over the service in the challenging financial climate. He asked for clarification on the point that this service was to be delivered from existing budgets. The Head of Operations – Community Services explained that the first year would be a challenge in terms of revenue budget as there needs to be time for the service to integrate properly with our own workforce, however this is purely for the equipment purchasing.</p> <p><b>RESOLVED:</b> that Cabinet agreed the proposed virement of £340,000 in the Capital Programme for the delivery of Urban and Rural Grass Cutting in-house with funds being vired from the existing Ravenscourt Capital Programme budget and agreed that a report be presented to Council recommending the proposed change to the capital programme.</p>
Date Decision Made	24 September 2024

**366. Self Assessment 2023/24**

Decision Made	<p>The Policy and Public Affairs Manager presented a report which sought Cabinet approval from Cabinet to recommend that Council approve self assessment 2023/24.</p> <p>She explained that this was the third self assessment but the first that will review performance against the Council's new Corporate Plan 2023-28, so a new process for the performance element of self-assessment was required. The main changes made were reported to the Governance and Audit Committee on 18 April 2024 and were outlined at 3.1 of the report.</p> <p>She advised that the draft findings from the three performance requirements were pulled together and</p>
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	<p>reported at various committees. The recommendations from these committees have since been used to inform the self assessment presented today and attached at Appendix 1.</p> <p>The Cabinet Member for Finance &amp; Performance welcomed the report and asked if this process was continually improving and has the new Corporate Plan made this process more comprehensive.</p> <p>The Policy and Public Affairs Manager stated that this was a continually improving process year on year and the Corporate Plan was developed to help us improve our self assessment as well as addressing some of Audit Wales' criticisms about our broader approach to performance management. She added that year on year we would see much for comparative data which would also inform and shape our objectives going forward.</p> <p><u>RESOLVED:</u> that Cabinet recommended that Council:</p> <ul style="list-style-type: none"><li>• Approve the draft self-assessment at Appendix 1</li><li>• Approve the performance summary at Appendix 2.</li></ul>
Date Decision Made	24 September 2024

**367. Amendments to the Scheme of Delegation of Functions**

Decision Made	<p>The Head of Legal and Regulatory Services, HR and Corporate Policy presented a report which outlined the proposed changes to the Scheme of Delegation of Functions and asked that Cabinet approved these amendments.</p> <p>The amendments took into consideration the portfolio changes following the Annual meeting of Council in May, which saw an additional cabinet member post be allocated as well as a change of portfolios.</p> <p><u>RESOLVED:</u> That Cabinet:</p> <p>Approved the amendments to the Scheme of Delegation of Functions in relation to Cabinet Member titles and portfolios as referenced at 3.1;</p> <p>Authorised the Monitoring Officer to make minor textual changes and amendments to the Scheme of Delegation of Functions to take account of changes in legislation and changes to Officer and Member titles</p>
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	and responsibilities.
Date Decision Made	24 September 2024

**368. Shared Regulatory Services Annual Report 2023-24**

Decision Made	<p>The Head of Shared Regulatory Services presented a report which provided Cabinet with the Shared Regulatory Services Annual Report for 2023-24 for noting.</p> <p>She highlighted the key areas of operational performance across the region which covered the staff sickness absence levels, Environmental Health and Trading Standards staffing levels, Food inspection programme and the budget constraints. These were presented in detail in the appendices.</p> <p>The Cabinet Member for Climate Change and Environment asked in relation to the properties mentioned on page 115 how the work was carried out to reduce their carbon emissions.</p> <p>The Head of Shared Regulatory Services stated that this was all achieved voluntarily by the properties through engagement and conversations as well as signposting them to places where they can achieve the support needed to make those changes.</p> <p>The Deputy Leader shared her thanks to the team for the work they had done in this year. She was pleased to see the hygiene ratings of businesses in Bridgend so high and that was a reassurance to residents of Bridgend.</p> <p><u>RESOLVED:</u> That Cabinet noted the Shared Regulatory Services Annual Report for 2023-24.</p>
Date Decision Made	24 September 2024

**369. Elective Home Education Policy 2024-2027**

Decision Made	<p>The Group Manager – Early Years and Young People presented a report which sought Cabinet approval of an Elective Home Education Policy.</p> <p>He explained that EHE policy is essential and contributes to the wellbeing and educational rights of</p>
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	<p>children and young people. The EHE policy enables the local authority to collect data on the number of home educated children, the demographics of these families and the educational approaches being used. Further details were at section 3 of the report.</p> <p>Cabinet Members requested some clarification on figures regarding home educated children and their age group and any other factors that may be relevant like additional learning needs. They also requested figures on how many children per year never attend school. Further information on the breakdown of these figures would be provided at a later date.</p> <p><u>RESOLVED</u> That Cabinet approved the policy attached at Appendix 1.</p>
	24 September 2024

**370. Representation on Outside Bodies**

Decision Made	<p>The Head of Shared Regulatory Services presented a report which sought Cabinet's approval for the appointment of a replacement Member to sit as a representative on Bridgend County Care and Repair.</p> <p>One vacancy has arisen on this outside body and it is proposed that Councillor Jane Gebbie will fill this vacancy. Councillor Amanda Williams will remain as our other representative.</p> <p><u>RESOLVED:</u> That Cabinet appointed Councillor Jane Gebbie as one of our two Elected Member representatives on Bridgend County Care and Repair.</p>
Date Decision Made	24 September 2024

**371. Urgent Items**

Decision Made	There were no urgent items
Date Decision Made	24 September 2024



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To observe further debate that took place on the above items, please click this [link](#)

The meeting closed at 16:45