

**Cardiff Capital Region
Regional Cabinet Annual Meeting**

9.30am–10.30am on Monday 22 May 2023
Microsoft Teams

Agenda

1. Welcome and Apologies
2. Declarations of Interest - Elected Members' Protocols Attached
3. Minutes of the meeting held on 27 March 2023 Attached
4. To Elect the Chairperson for the Regional Cabinet for 2023/24

The Joint Working Agreement in relation to the delivery of the Cardiff Capital Region City Deal provides that the Chairperson of the Joint Committee shall be an elected member representative of a Council appointed to the Joint Committee (Regional Cabinet) and shall rotate amongst the Councils on an annual basis
5. To Appoint the Deputy Chairperson(s) for 2023/24

To facilitate the efficient workings of the Regional Cabinet it is proposed to appoint two Vice Chairpersons, from the elected members representatives of the Regional Cabinet
6. Updated Regional Cabinet Portfolios & Forward Planner for 2023/24 Attached
To receive the Report of the Director of the Cardiff Capital Region
7. Update on the Transition to the CJC from a Workforce Perspective Attached
To receive the report of the Chief Executive of Caerphilly County Borough Council

EXEMPT ITEMS

The reports and all appendices below are exempt from publication because they contain information of the kind described in paragraphs 14 (information relating to the financial or business affairs of any particular person) and 21 (public interest test) of parts 4 and 5 of Schedule 12A to the Local Government Act 1972 and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information

8. Investment and Intervention Framework Report: Recommendation Logs, Outline Business Cases, and Project Updates Attached
To receive the Report of the Director and Chief Operating Officer of the Cardiff Capital Region

**Kellie Beirne
Director, Cardiff Capital Region
22 May 2023**

Prifddinas-Ranbarth Caerdydd
Cabinet Rhanbarthol Cyfarfod Blynyddol

9.30-10.30am ar Ddydd Iau 22 Mai 2023
Microsoft Teams

Agenda

1. Croeso ac Ymddiheuriadau
2. Datgan Buddiannau - Protocolau Aelodau Etholedig Atodedig
3. Cofnodion y cyfarfod a gynhaliwyd ar 27 Mawrth 2023 Atodedig
4. Ethol Cadeirydd y Cabinet Rhanbarthol ar gyfer 2023/24
Mae'r Cytundeb Cydweithio mewn perthynas â chyflawni Bargen Ddinesig Prifddinas-Ranbarth Caerdydd yn darparu y bydd Cadeirydd y Cydbwyllgor yn aelod etholedig o Gyngor a benodir i'r Cydbwyllgor (Cabinet Rhanbarthol) a bydd yn cylchdroi ymhlith y Cyngorau bob blwyddyn
5. Penodi'r Dirprwy Gadeiryddion ar gyfer 2023/24
I hwyluso gweithrediad effeithlon y Cabinet Rhanbarthol, cynigir penodi dau Is-gadeirydd o blith aelodau etholedig y Cabinet Rhanbarthol
6. Portffolios Cabinet Rhanbarthol wedi'u diweddarau a Blaengynlluniau ar gyfer 2023/24 Atodedig
Derbyn adroddiad Cyfarwyddwr o'r Prifddinas-Ranbarth Caerdydd
7. Diweddariad ar Symud i'r Cydbwyllgor Corfforaethol o Safbwynt Gweithlu Atodedig
I gael adroddiad Prif Weithredwr Cyngor Bwrdeistref Sirol Caerffili

EITEMAU A EITHRIWYD

Mae pob adroddiad ac atodiad isod wedi'u heithrio rhag cael eu cyhoeddi oherwydd eu bod yn cynnwys gwybodaeth o'r fath a ddisgrifir ym mharagraffau 14 (gwybodaeth yn ymwneud â materion ariannol neu fusnes unrhyw berson penodol) a 21 (prawf budd y cyhoedd) o rannau 4 a 5 Atodlen 12A i Ddeddf Llywodraeth Leol 1972 ac o dan holl amgylchiadau'r achos mae budd y cyhoedd o ran cynnal yr eithriad yn gwrthbwysu budd y cyhoedd o ran datgelu'r wybodaeth

8. Logiau Argymhellion, Achosion Busnes Amlinellol, a Diweddariadau ar Atodedig Brosiectau
Derbyn adroddiad Cyfarwyddwr a Prif Swyddog Gweithredol o'r Prifddinas-Ranbarth Caerdydd

Kellie Beirne
Cyfarwyddwr, Prifddinas-Ranbarth Caerdydd
22 Mai 2023

Declarations of Interest

Procedural Note for Elected Members

All members are required by law to complete a declaration of interests form to register their financial and other interests that could potentially conflict with their role as local councillor, including their membership of the Joint Committee. In addition, each Council has its own process for recording such interests, as well as its own adopted members' code of conduct. If in doubt, members should seek advice from their Council's Monitoring Officer in the first instance.

In addition to completing a declaration of interests form, members are also required to declare any interests at the start of a meeting of the Joint Committee, where that particular interest conflicts with some or all of the business to be discussed at that meeting. When making a declaration of interest, members should state whether the interest is personal or prejudicial. It is a matter for the member whether or not they choose to declare an interest, and whether or not that interest is personal or prejudicial. Members should refer to their Council's Code of Conduct and seek advice from their Council's Monitoring Officer prior to the start of meeting. If members become aware of a potential interest during the course of the meeting, they should make a declaration at the earliest opportunity and seek advice from the legal representative of the Accountable Body if required.

In respect of personal interests, member may remain in the meeting and take part in any debate and vote on the item of business. In respect of prejudicial interests, then they must leave the meeting immediately, not take part in the discussion of or vote on those items in which they have declared a prejudicial interest.

The interest will be recorded in the minutes of the meeting.

Datgan Buddiannau

Nodyn Gweithdrefnol ar gyfer Aelodau Etholedig

Mae'n ofynnol yn ôl y gyfraith i bob aelod lenwi ffurflen datganiad buddiannau i gofrestru eu diddordebau ariannol a diddordebau eraill a allai o bosibl wrthdaro â'u rôl fel cynghorydd lleol, gan gynnwys eu haelodaeth o'r Cyd-bwyllgor. Yn ogystal, mae gan bob Cyngor ei broses ei hun ar gyfer cofnodi diddordebau o'r fath, yn ogystal â'i god ymddygiad aelodau mabwysiedig ei hun. Os oes amheuaeth, dylai'r aelodau ofyn am gyngor gan Swyddog Monitro eu Cyngor yn y lle cyntaf.

Yn ogystal â chwblhau ffurflen datgan buddiannau, mae'n ofynnol hefyd i aelodau ddatgan unrhyw ddiddordebau ar ddechrau cyfarfod o'r Cyd-bwyllgor, lle mae'r diddordeb penodol hwnnw'n gwrthdaro gyda rhywfaint neu'r holl fusnes i'w drafod yn y cyfarfod hwnnw. Wrth wneud datganiad o fuddiannau, dylai'r aelodau ddatgan a yw'r diddordeb hwnnw yn un personol neu'n rhagfarnol. Mae'n fater i'r aelod p'un a ydynt yn dewis datgan buddiant ai peidio, ac a yw'r diddordeb hwnnw'n bersonol neu'n ragfarnol ai peidio. Dylai aelodau gyfeirio at God Ymddygiad eu Cyngor a gofyn am gyngor gan Swyddog Monitro eu Cyngor cyn dechrau'r cyfarfod. Os daw aelodau'n ymwybodol o ddiddordeb posibl yn ystod y cyfarfod, dylent wneud datganiad ar y cyfle cyntaf a gofyn am gyngor gan gynrychiolydd cyfreithiol y Corff Atebol os oes angen.

O ran diddordebau personol, gall aelod aros yn y cyfarfod a chymryd rhan mewn unrhyw ddadl a phleidleisio ar eitem busnes. O ran diddordebau rhagfarnol, yna mae'n rhaid iddynt adael y cyfarfod ar unwaith, peidio â chymryd rhan wrth drafod na phleidleisio ar yr eitemau hynny y maent wedi datgan diddordeb rhagfarnol ynddynt.

Bydd y diddordeb yn cael ei gofnodi yng nghofnodion y cyfarfod.

**Cardiff Capital Region
Regional Cabinet Meeting**

9:30am–11:00am on Monday 27 March 2023
Microsoft Teams

Minutes

Leaders and Chief Executives

Cllr Stephen Thomas	Leader	Blaenau Gwent CBC
Damien McCann	Interim Chief Executive	Blaenau Gwent CBC
Cllr Huw David OBE (from 09:50)	Leader	Bridgend CBC
Mark Shephard	Chief Executive	Bridgend CBC
Cllr Huw Thomas	Leader	Cardiff Council
Cllr Sean Morgan	Leader	
Christina Harrhy	Chief Executive	Caerphilly CBC
Cllr Geraint Thomas	Leader	Merthyr Tydfil CBC
Ellis Cooper	Chief Executive	Merthyr Tydfil CBC
Cllr Mary Ann Brocklesby	Leader	Monmouthshire CC
Paul Matthews	Chief Executive	Monmouthshire CC
Cllr Jane Mudd, Vice Chair	Leader	Newport CC
Beverly Owen	Chief Executive	Newport CC
Cllr Ann Crimmings	Cabinet Member	Rhondda Cynon Taf CBC
Cllr Anthony Hunt, Chair	Leader	Torfaen CBC
Stephen Vickers (from 09:35)	Chief Executive	Torfaen CBC
Cllr Lis Burnett (except between 10:33-10:45)	Leader	Vale of Glamorgan Council
Rob Thomas	Chief Executive	Vale of Glamorgan Council

Officers

Jon Day	Economic Policy Manager	Cardiff Council
Simon Gale	Director of Prosperity and Development	Rhondda Cynon Taf CBC
James Williams (JW)	Monitoring Officer	Accountable Body
Christopher Lee (CL)	Section 151 Officer	Accountable Body
Gill Brown	Group Accountant	Accountable Body
Gareth Gates	Accountant	Accountable Body
Kellie Beirne (KB)	Director	Office of the CCR
Rhys Thomas (RT)	Chief Operating Officer	Office of the CCR
Hrjinder Singh	Head of Finance, Risk & Assurance	Office of the CCR
Rob O'Dwyer (RO'D)	Head of Infrastructure	Office of the CCR
Natalie Hughes (NH)		
Andy Gilbert	Change Manager	Office of the CCR
Steven Hazleton	Marketing & Communications Lead	Office of the CCR
Liz Fitzgerald (minutes)	Business Development & Partnership Officer	Office of the CCR

Presenter

Phil Pugh	Audit Manager	Audit Wales
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Observers

Gareth Ashman	Head Of Infrastructure	UK Government
Claire Jenkins	Special Adviser	Welsh Government

Apologies

Paul Orders	Chief Executive	Cardiff Council
Cllr Andrew Morgan OBE	Leader	Rhondda Cynon Taf CBC
Paul Mee	Chief Executive	Rhondda Cynon Taf CBC
Suzanne Chesterton	Head of Governance, Policy and Communications	Office of the CCR

Recording of the meeting was started at 09:33

1. Welcome and Apologies

Cllr Hunt opened the meeting and apologies were noted.

2. Declarations of Interest - Elected Members' Protocols

Declarations of interest were received from:

- (1) Cllr Geraint Thomas declared a personal interest in Item 9 Investment and Intervention Framework Report: Recommendation Logs, Project Updates and Wider Projects Update because as Leader of the Council he had been involved in Merthyr Tydfil CBC's contract with CCR and engagement in respect of the Housing Viability Gap Fund;
- (2) Kellie Beirne declared a personal interest in respect of Item 11 Full Business Case for CSconnected because she was a board member for Research England who were part of the UK Research & Innovation funding body;
- (3) Cllr Sean Morgan declared a general personal interest in any matters relating to decentralised finance he was an investor in cryptocurrencies.

3. Minutes of the meeting held on 30 January 2023

The minutes of the previous meeting held on 30 January were agreed as a true and accurate record of the meeting.

4. Audited 2021/22 Statement of Accounts and Annual Governance Statement (AGS)

- a) **2021/22 Audited Statement of Accounts and AGS**
- b) **Audit of 2021/22 Financial Statements Report**

- (1) 2021/22 Audited Statement of Accounts and AGS
CL introduced the item and noted that an unqualified Audit Report would be submitted. CL thanked CCR, Accountable Body and Audit Wales colleagues for their support in preparing the final accounts.

- (2) Audit of 2021/22 Financial Statements Report
Phil Pugh introduced the item on Part B of the accounts process. Phil stated that all work had been carried out in accordance with audit standards and processes and stated that the only issue identified was that of a prospective declaration of interest in relation to himself, in that his wife was a former colleague of Cllr Andrew Morgan and a personal friend of him and his family. Phil confirmed that appropriate safeguards had been put in place and there had been no direct contact between himself and Cllr Andrew Morgan outside Regional Cabinet meetings and therefore had been addressed. Phil provided an overview of the Financial Statements Report and highlighted some key matters for Leaders' attention.

- (3) Leaders agreed to accept the recommendations of the report and Cllr Hunt obtained individual votes of acceptance from Leaders in the following order:

Monmouthshire, Blaenau Gwent, Newport, Caerphilly, Merthyr Tydfil, Cardiff, Vale of Glamorgan, Rhondda Cynon Taf and Torfaen.

Cllr David was not present to vote for Bridgend.

- (4) It was resolved that the CCR Regional Cabinet:
 - (1) approved the audited Statement of Accounts 2021/22 for Cardiff Capital Region City Deal (Appendix 1);
 - (2) approved the audited Annual Governance Statement 2021/22 (Appendix 2);
 - (3) noted the Audit reports of Audit Wales on the Statement of Accounts of Cardiff Capital Region City Deal for the year ending 31 March 2022 (Appendix 1a);
 - (4) noted the final Letters of Representation for Cardiff Capital Region City Deal (Appendix 1b);
 - (5) noted that the following documents will be formally signed at the conclusion of the meeting:
 - Statement of Accounts for Cardiff Capital Region City Deal – Chair of Regional Cabinet and S151 Officer;
 - Annual Governance Statement – Chair of Regional Cabinet and Programme Director;

- Audit Certificate for the Cardiff Capital Region City Deal – Appointed Auditor, Wales Audit Office. To be signed at a later date;
- letter of Representation for the Cardiff Capital Region City Deal – Chair of Regional Cabinet and Programme Director.

5. 2022/23 Month 10 Joint Committee Revenue Budget Monitoring Position

- (1) CL introduced the report and took Leaders through the key points.
- (2) Leaders agreed to accept the recommendations of the report and Cllr Hunt obtained individual votes of acceptance from Leaders in the following order:

Monmouthshire, Blaenau Gwent, Newport, Caerphilly, Merthyr Tydfil, Cardiff, Vale of Glamorgan, Rhondda Cynon Taf and Torfaen.

Cllr David was not present to vote for Bridgend.

- (3) It was resolved that the CCR Regional Cabinet:
 - (1) noted the actual expenditure, income and projected full year out-turn position as at the 31 January 2023 (Month 10), against its approved 2022/23 Revenue Budget.

6. 2022/23 Annual Business Plan - Quarter 3 Performance Report

- (1) KB introduced the item and set out the background to the report.

Cllr David joined the meeting at 09:50

- (2) KB said Audit Wales would be doing a short piece of work relating to assurance and proper duties around the effective and efficient use of resources.
- (3) Leaders agreed to accept the recommendations of the report and Cllr Hunt obtained individual votes of acceptance from Leaders in the following order:

Monmouthshire, Blaenau Gwent, Newport, Caerphilly, Merthyr Tydfil, Cardiff, Vale of Glamorgan, Rhondda Cynon Taf and Torfaen.

- (4) It was resolved that the CCR Regional Cabinet:
 - (1) noted the overall progress at Quarter 3 2022/23 including the budget position reported at Appendix 3;
 - (2) considered and approved the Quarter 3 performance report and authorise the Director of the Cardiff Capital Region City Deal to formally submit the report, including supporting information to both

UK and Welsh Governments, and other stakeholders as required, on behalf of the Regional Cabinet;

- (3) noted the update provided against the three Recommendations made by Audit Wales following their Investment Framework Review, attached at Appendix 5, noting that all five actions have now been completed;
- (4) noted and supported the approach set out in para 19 to the recruitment approach to be taken regarding staffing of CCR Energy Ltd.

7. Gateway Review Process and Local Evaluation Framework

- (1) KB introduced the item and provided background to the Gateway Review process. Changes to the reporting process would allow more realistic reporting. KB said that Prof Piers Thompson (Nottingham Trent University) and Prof Robert Huggins (Cardiff University) would be undertaking baseline work in support of the process, which would be done annually. Leaders welcomed the inclusion of Prof Huggins and Prof Thompson. KB noted that in relation to the accountability and assurance mechanisms in place for CCR – there were many safeguards such as gateway reviews, internal and external audits, quarterly monitoring reports, the myriad of CCR partnerships, scrutiny committee and Investment Panel.
- (2) KB said work around Northern Valleys was underway with Cardiff University and they would reach out to other organisations as appropriate. Leaders would receive a report in the next 3 months and a full overview in 6 months.
- (3) Leaders agreed to accept the recommendations of the report and Cllr Hunt obtained individual votes of acceptance from Leaders in the following order:

Monmouthshire, Blaenau Gwent, Caerphilly, Merthyr Tydfil, Cardiff, Vale of Glamorgan, Rhondda Cynon Taf , Bridgend and Torfaen.

- (4) It was resolved that the CCR Regional Cabinet:
 - (1) noted the changes to the Gateway Review process;
 - (2) reviewed and approved the draft LEF and
 - (3) delegated authority to the CCR Director to approve and submit the final version of the LEF to DLUHC by 27 May 2023.

Recording of the meeting was stopped at 10:06

EXEMPT ITEMS

The reports and all appendices below are exempt from publication because they contain

information of the kind described in paragraphs 14 (information relating to the financial or business affairs of any particular person) and 21 (public interest test) of parts 4 and 5 of Schedule 12A to the Local Government Act 1972 and in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information

8. CSC Foundry Ltd – Lease Variations

- (1) Leaders agreed to accept the recommendations of the report and Cllr Hunt obtained individual votes of acceptance from Leaders in the following order:

Bridgend, Rhondda Cynon Taf, Vale of Glamorgan, Cardiff, Merthyr Tydfil, Caerphilly, Newport, Blaenau Gwent, Monmouthshire and Torfaen.

- (2) It was resolved that the CCR Regional Cabinet accepted the recommendations of the exempt report.

9. Investment and Intervention Framework Report: Recommendation Logs, Project Updates and Wider Projects Update

- (1) Leaders agreed to accept the recommendations of the report and Cllr Hunt obtained individual votes of acceptance from Leaders in the following order:

Bridgend, Rhondda Cynon Taf, Vale of Glamorgan, Cardiff, Merthyr Tydfil, Caerphilly, Newport, Blaenau Gwent, Monmouthshire and Torfaen.

- (2) It was resolved that the CCR Regional Cabinet accepted the recommendations of the exempt report.

10. Full Business Case for the Shared Prosperity Fund

Cllr Burnett left the meeting at 10:33

- (1) Leaders unanimously agreed to accept the recommendations of the report based on no objections or abstentions being received.

- (2) It was resolved that the CCR Regional Cabinet accepted the recommendations of the exempt report

11. Full Business Case for CSconnected

- (1) Leaders unanimously agreed to accept the recommendations of the report based on no objections or abstentions being received.

- (2) It was resolved that the CCR Regional Cabinet accepted the recommendations of the exempt report

The meeting ended at 10:49

Date of Next Meeting: 9.30am on Monday 22 May 2023 via Microsoft Team

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

**Prifddinas-Ranbarth Caerdydd
Cyfarfod y Cabinet Rhanbarthol**

9.30am-11.00am ddydd Llun 27 Mawrth 2023
Microsoft Teams

Cofnodion

Arweinwyr a Phrif Weithredwyr

Y Cynghorydd Stephen Thomas	Arweinydd	CBS Blaenau Gwent
Damien McCann	Prif Weithredwr Dros Dro	CBS Blaenau Gwent
Y Cynghorydd Huw David OBE (o 09:50)	Arweinydd	CBS Pen-y-bont ar Ogwr
Mark Shephard	Prif Weithredwr	CBS Pen-y-bont ar Ogwr
Y Cynghorydd Huw Thomas	Arweinydd	Cyngor Caerdydd
Y Cynghorydd Sean Morgan	Arweinydd	
Christina Harrhy	Prif Weithredwr	CBS Caerffili
Y Cynghorydd Geraint Thomas	Arweinydd	CBS Merthyr Tudful
Ellis Cooper	Prif Weithredwr	CBS Merthyr Tudful
Y Cynghorydd Mary Ann Brocklesby	Arweinydd	Cyngor Sir Fynwy
Paul Matthews	Prif Weithredwr	Cyngor Sir Fynwy
Y Cynghorydd Jane Mudd, Is-gadeirydd	Arweinydd	Cyngor Dinas Casnewydd
Beverly Owen	Prif Weithredwr	Cyngor Dinas Casnewydd
Y Cynghorydd Ann Crimmings	Aelod Cabinet	CBS Rhondda Cynon Taf
Y Cynghorydd Anthony Hunt, Cadeirydd	Arweinydd	CBS Torfaen
Stephen Vickers (o 09:35)	Prif Weithredwr	CBS Torfaen
Y Cynghorydd Lis Burnett (ac eithrio rhwng 10:33 a 10:45)	Arweinydd	Cyngor Bro Morgannwg
Rob Thomas	Prif Weithredwr	Cyngor Bro Morgannwg

Swyddogion

Jon Day		Rheolwr Polisi Economaidd	Cyngor Caerdydd
Simon Gale		Cyfarwyddwr Ffyniant a Datblygu	CBS Rhondda Cynon Taf
James Williams	(JW)	Swyddog Monitro	Corff Atebol
Christopher Lee	(CL)	Swyddog Adran 151	Corff Atebol
Gill Brown		Cyfrifydd Grŵp	Corff Atebol
Gareth Gates		Cyfrifydd	Corff Atebol
Kellie Beirne	(KB)	Cyfarwyddwr	Swyddfa P-RC
Rhys Thomas	(RT)	Prif Swyddog Gweithredu	Swyddfa P-RC
Hrjinder Singh		Pennaeth Cyllid, Risg a Sicrwydd	Swyddfa P-RC
Rob O'Dwyer	(RO'D)	Pennaeth Seilwaith	Swyddfa P-RC
Natalie Hughes	(NH)		

**COFNODION ALLANOL AC EITHRIO'R
TRAFODAETHAU EITHRIEDIG**

Andy Gilbert	Rheolwr Newid	Swyddfa P-RC
Steven Hazleton	Arweinydd Marchnata a Chyfathrebu	Swyddfa P-RC
Liz Fitzgerald (cofnodion)	Swyddog Datblygu Busnes a Phartneriaethau	Swyddfa P-RC

Cyflwynydd

Phil Pugh	Rheolwr Archwilio	Archwilio Cymru
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Arsylwyr

Gareth Ashman	Pennaeth Seilwaith	Llywodraeth y DU
Claire Jenkins	Ymgynghorydd Arbenigol	Llywodraeth Cymru

Ymddiheuriadau

Paul Orders	Prif Weithredwr	Cyngor Caerdydd
Y Cyngorydd Andrew Morgan OBE	Arweinydd	CBS Rhondda Cynon Taf
Paul Mee	Prif Weithredwr	CBS Rhondda Cynon Taf
Suzanne Chesterton	Pennaeth Llywodraethu, Polisi a Chyfathrebu	Swyddfa P-RC

Dechreuwyd recordio'r cyfarfod am 09:33

1. Croeso ac Ymddiheuriadau

Agorodd y Cyngorydd Hunt y cyfarfod a nodwyd yr ymddiheuriadau.

2. Datgan Buddiannau - Protocolau Aelodau Etholedig

Datganwyd buddiannau gan:

- (1) Datganodd y Cyngorydd Geraint Thomas fuddiant personol yn Eitem 9 Adroddiad Fframwaith Buddsoddi ac Ymyrryd: Logiau Argymhellion, Diweddariadau Prosiectau a Diweddariad Prosiectau Ehangach oherwydd fel Arweinydd y Cyngor roedd wedi bod yn rhan o gontract CBS Merthyr Tudful gyda Phrifddinas-ranbarth Caerdydd (P-RC) ac ymgysylltu mewn perthynas â'r Gronfa Bwlch Hyfywedd Tai;
- (2) Datganodd Kellie Beirne fuddiant personol mewn perthynas ag Eitem 11 Achos Busnes Llawn ar gyfer CSconnected am ei bod yn aelod o fwrdd Research England a oedd yn rhan o'r corff ariannu UK Research & Innovation;
- (3) Datganodd y Cyngorydd Sean Morgan fuddiant personol cyffredinol mewn unrhyw faterion yn ymwneud â chyllid datganoledig. Roedd yn fuddsoddwr mewn cryptoarian.

3. Cofnodion y cyfarfod a gynhaliwyd ar 30 Ionawr 2023

Cytunwyd bod cofnodion y cyfarfod blaenorol a gynhaliwyd ar 30 Ionawr yn gofnod gwir a chywir o'r cyfarfod.

4. **Datganiad Llywodraethu Blynyddol (DLIB) a Datganiad Cyfrifon 2021/22 a Archwiliwyd**

a) **DLIB a Datganiad Cyfrifon 2021/22 a Archwiliwyd**

b) **Adroddiad ar Archwiliad Datganiadau Ariannol 2021/22**

(1) DLIB a Datganiad Cyfrifon 2021/22 a Archwiliwyd
Cyflwynodd CL yr eitem a nododd y byddai Adroddiad Archwilio diamod yn cael ei gyflwyno. Diolchodd CL i gydweithwyr P-RC, y Corff Atebol ac Archwilio Cymru am eu cefnogaeth wrth baratoi'r cyfrifon terfynol.

(2) Adroddiad ar Archwiliad Datganiadau Ariannol 2021/22
Cyflwynodd Phil Pugh yr eitem ar Ran B o'r broses gyfrifon. Dywedodd Phil fod yr holl waith wedi'i wneud yn unol â safonau a phrosesau archwilio a nododd mai'r unig fater a nodwyd oedd darpar ddatganiad buddiant mewn perthynas ag ef ei hun, gan fod ei wraig yn gyn-gydweithiwr i'r Cynghorydd Andrew Morgan ac yn ffrind personol iddo ef a'i deulu. Cadarnhaodd Phil fod mesurau diogelu priodol wedi'u rhoi ar waith ac nad oedd cysylltiad uniongyrchol wedi bod rhyngddo ef a'r Cynghorydd Andrew Morgan y tu allan i gyfarfodydd y Cabinet Rhanbarthol ac felly roedd y mater wedi cael sylw. Rhoddodd Phil drosolwg o'r Adroddiad Datganiadau Ariannol gan ddwyn rhai materion allweddol i sylw'r Arweinwyr.

(3) Cytunodd yr Arweinwyr i dderbyn argymhellion yr adroddiad a chafodd y Cynghorydd Hunt bleidleisiau unigol o dderbyn gan yr Arweinwyr yn y drefn ganlynol:

Sir Fynwy, Blaenau Gwent, Casnewydd, Caerffili, Merthyr Tudful, Caerdydd, Bro Morgannwg, Rhondda Cynon Taf a Thorfaen.

Nid oedd y Cynghorydd David yn bresennol i bleidleisio dros Ben-y-bont ar Ogwr.

(4) Penderfynwyd bod Cabinet Rhanbarthol P-RC:

(1) yn cymeradwyo Datganiad Cyfrifon 2021/22 a archwiliwyd ar gyfer Bargaen Ddinesig P-RC (Atodiad 1);

(2) yn cymeradwyo Datganiad Llywodraethu Blynyddol 2021/22 a archwiliwyd (Atodiad 2);

(3) yn nodi adroddiadau Archwilio Cymru ar yr archwiliad o Ddatganiad Cyfrifon Bargaen Ddinesig P-RC ar gyfer y flwyddyn a ddaeth i ben ar 31 Mawrth 2022 (Atodiad 1a);

(4) yn nodi'r Llythyrau Cynrychiolaeth terfynol ar gyfer Bargaen Ddinesig P-RC (Atodiad 1b);

(5) yn nodi y caiff y dogfennau canlynol eu llofnodi'n ffurfiol ar ddiwedd y cyfarfod:

- Datganiad Cyfrifon Bargen Ddinesig P-RC - Cadeirydd y Cabinet Rhanbarthol a'r Swyddog A151;
- Datganiad Llywodraethu Blynyddol - Cadeirydd y Cabinet Rhanbarthol a'r Cyfarwyddwr Rhaglen;
- Tystysgrif Archwilio ar gyfer Bargen Ddinesig P-RC - Archwilydd a Benodwyd, Swyddfa Archwilio Cymru. I'w llofnodi'n ddiweddarach;
- Llythyr Cynrychiolaeth ar gyfer Bargen Ddinesig P-RC - Cadeirydd y Cabinet Rhanbarthol a'r Cyfarwyddwr Rhaglen.

5. Sefyllfa Monitro Cyllideb Refeniw y Cydbwyllgor Mis 10 2022/23

- (1) Cyflwynodd CL yr adroddiad a chymerodd yr Arweinwyr drwy'r pwyntiau allweddol.
- (2) Cytunodd yr Arweinwyr i dderbyn argymhellion yr adroddiad a chafodd y Cynghorydd Hunt bleidleisiau unigol o dderbyn gan yr Arweinwyr yn y drefn ganlynol:

Sir Fynwy, Blaenau Gwent, Casnewydd, Caerffili, Merthyr Tudful, Caerdydd, Bro Morgannwg, Rhondda Cynon Taf a Thorfaen.

Nid oedd y Cynghorydd David yn bresennol i bleidleisio dros Ben-y-bont ar Ogwr.

- (3) Penderfynwyd bod Cabinet Rhanbarthol P-RC:

- (1) yn nodi'r gwir wariant ac incwm a'r sefyllfa alldro blwyddyn lawn a ragwelir ar 31 Ionawr 2023 (Mis 10), yn erbyn y Gyllideb Refeniw ar gyfer 2022/23 a gymeradwywyd.

6. Cynllun Busnes Blynyddol 2022/23 – Adroddiad Perfformiad Chwarter 3

- (1) Cyflwynodd KB yr eitem gan nodi cefndir yr adroddiad.

Ymunodd y Cynghorydd David â'r cyfarfod am 09:50.

- (2) Dywedodd KB y byddai Archwilio Cymru yn gwneud darn byr o waith yn ymwneud â sicrwydd a dyletswyddau priodol ynghylch defnyddio adnoddau'n effeithiol ac yn effeithlon.
- (3) Cytunodd yr Arweinwyr i dderbyn argymhellion yr adroddiad a chafodd y Cynghorydd Hunt bleidleisiau unigol o dderbyn gan yr Arweinwyr yn y drefn ganlynol:

Sir Fynwy, Blaenau Gwent, Casnewydd, Caerffili, Merthyr Tudful, Caerdydd, Bro Morgannwg, Rhondda Cynon Taf a Thorfaen.

- (4) Penderfynwyd bod Cabinet Rhanbarthol P-RC:
- (1) yn nodi'r cynnydd cyffredinol yn Chwarter 3 2022/23 gan gynnwys sefyllfa'r gyllideb a adroddwyd yn Atodiad 3;
 - (2) yn ystyried ac yn cymeradwyo adroddiad perfformiad Chwarter 3 ac yn awdurdodi Cyfarwyddwr Bargen Ddinesig P-RC i gyflwyno'r adroddiad yn ffurfiol, gan gynnwys gwybodaeth ategol i Lywodraeth Cymru a Llywodraeth y DU, ac i randdeiliaid eraill yn ôl yr angen, ar ran y Cabinet Rhanbarthol;
 - (3) yn nodi'r diweddariad a roddwyd yn erbyn y tri Argymhelliad a wnaed gan Archwilio Cymru yn dilyn eu hadolygiad o'r Fframwaith Buddsoddi, a atodwyd yn Atodiad 5, gan nodi bod pob un o'r pum cam gweithredu bellach wedi'u cwblhau;
 - (4) yn nodi ac yn cefnogi'r dull a nodwyd ym mharagraff 19 o ran recriwtio staff CCR Energy Ltd.

7. Proses Adolygiad Porth a Fframwaith Gwerthuso Lleol

- (1) Cyflwynodd KB yr eitem gan roi cefndir y broses Adolygiad Porth. Byddai newidiadau i'r broses adrodd yn galluogi adrodd mwy realistig. Dywedodd KB y byddai'r Athro Piers Thompson (Prifysgol Nottingham Trent) a'r Athro Robert Huggins (Prifysgol Caerdydd) yn ymgymryd â gwaith sylfaenol i gefnogi'r broses, a fyddai'n cael ei wneud yn flynyddol. Croesawodd yr Arweinwyr gynnwys yr Athro Huggins a'r Athro Thompson. Nododd KB, mewn perthynas â'r mecanweithiau atebolrwydd a sicrwydd sydd ar waith ar gyfer P-RC - fod llawer o fesurau diogelu fel adolygiadau porth, archwiliadau mewnol ac allanol, adroddiadau monitro chwarterol, lluo o bartneriaethau P-RC, pwyllgor craffu a Phanel Buddsoddi.
- (2) Dywedodd KB fod gwaith yn ymwneud â Chymoedd y Gogledd ar y gweill gyda Phrifysgol Caerdydd ac y byddent yn estyn allan i sefydliadau eraill fel y bo'n briodol. Byddai'r Arweinwyr yn derbyn adroddiad yn y 3 mis nesaf a throsolwg llawn mewn 6 mis.
- (3) Cytunodd yr Arweinwyr i dderbyn argymhellion yr adroddiad a chafodd y Cynghorydd Hunt bleidleisiau unigol o dderbyn gan yr Arweinwyr yn y drefn ganlynol:

Sir Fynwy, Blaenau Gwent, Caerffili, Merthyr Tudful, Caerdydd, Bro Morgannwg, Rhondda Cynon Taf, Pen-y-bont ar Ogwr and Thorfaen.

- (4) Penderfynwyd bod Cabinet Rhanbarthol P-RC:
- (1) yn nodi'r newidiadau i'r broses Adolygiad Porth;
 - (2) yn adolygu ac yn cymeradwyo'r Fframwaith Gwerthuso Lleol drafft ac

- (3) yn rhoi awdurdod i Gyfarwyddwr P-RC i gymeradwyo a chyflwyno fersiwn derfynol o'r Fframwaith Gwerthuso Lleol i'r Adran Codi'r Gwastad, Tai a Chymunedau erbyn 27 Mai 2023.

Rhoddyd y gorau i recordio'r cyfarfod am 10:06

EITEMAU EITHRIEDIG

Mae'r adroddiadau a phob atodiad isod wedi'u heithrio rhag cael eu cyhoeddi oherwydd eu bod yn cynnwys y fath wybodaeth a ddisgrifir ym mharagraffau 14 (gwybodaeth sy'n ymwneud â materion ariannol neu fusnes unrhyw berson penodol) a 21 (prawf budd y cyhoedd) rhannau 4 a 5 o Atodlen 12A Deddf Llywodraeth Leol 1972 a dan holl amgylchiadau'r achos, mae budd y cyhoedd o ran cynnal yr eithriad yn gwrthbwysu budd y cyhoedd o ran datgelu'r wybodaeth

8. CSC Foundry Ltd – Amrywiadau Prydles

- (1) Cytunodd yr Arweinwyr i dderbyn argymhellion yr adroddiad a chafodd y Cynghorydd Hunt bleidleisiau unigol o dderbyn gan yr Arweinwyr yn y drefn ganlynol:

Pen-y-bont ar Ogwr, Rhondda Cynon Taf, Bro Morgannwg, Caerdydd, Merthyr Tudful, Caerffili, Casnewydd, Blaenau Gwent, Sir Fynwy a Thorfaen.

- (2) Penderfynwyd bod Cabinet Rhanbarthol P-RC yn derbyn argymhellion yr adroddiad eithriedig.

9. Adroddiad Fframwaith Buddsoddi ac Ymyrryd: Logiau Argymhellion, Diweddariadau Prosiectau a Diweddariad Prosiectau Ehangach

- (1) Cytunodd yr Arweinwyr i dderbyn argymhellion yr adroddiad a chafodd y Cynghorydd Hunt bleidleisiau unigol o dderbyn gan yr Arweinwyr yn y drefn ganlynol:

Pen-y-bont ar Ogwr, Rhondda Cynon Taf, Bro Morgannwg, Caerdydd, Merthyr Tudful, Caerffili, Casnewydd, Blaenau Gwent, Sir Fynwy a Thorfaen.

- (2) Penderfynwyd bod Cabinet Rhanbarthol P-RC yn derbyn argymhellion yr adroddiad eithriedig.

10. Achos Busnes Llawn ar gyfer y Gronfa Ffyniant Gyffredin

Gadawodd y Cynghorydd Burnett y cyfarfod am 10:33.

- (1) Cytunodd yr Arweinwyr yn unfrydol i dderbyn argymhellion yr adroddiad ar sail dim gwrthwynebiadau nac ymataliadau'n cael eu derbyn.

- (5) Penderfynwyd bod Cabinet Rhanbarthol P-RC yn derbyn argymhellion yr adroddiad eithriedig.

11. Achos Busnes Llawn ar gyfer CSconnected

- (1) Cytunodd yr Arweinwyr yn unfrydol i dderbyn argymhellion yr adroddiad ar sail dim gwrthwynebiadau nac ymataliadau'n cael eu derbyn.

Penderfynwyd bod Cabinet Rhanbarthol P-RC yn derbyn argymhellion yr adroddiad eithriedig.

Daeth y cyfarfod i ben am 10:49.

Dyddiad y Cyfarfod Nesaf: 9.30am ddydd Llun 22 Mai 2023 trwy Microsoft Teams

Mae'r ddogfen hon ar gael yn Saesneg / This document is available in English

22 MAY 2023

REGIONAL CABINET PORTFOLIOS & FORWARD PLANNER FOR 2023/24

REPORT OF THE CARDIFF CAPITAL REGION DIRECTOR

AGENDA ITEM: 6

Reason for this Report

1. To establish the Regional Cabinet Portfolios consistent with the Investment and Intervention Framework; and any changes to be brought about via the 2023 Annual General Meeting of Regional Cabinet. To further set out the programme schedule for the forthcoming year, in respect of key dates and meetings.

Background

2. The Investment and Intervention Framework (IIF) was approved by Cabinet on 10 June 2019. One of the elements of this report, in supporting the effective delivery of the framework and deployment of the Wider Investment Fund in line with key strategic priorities, was the agreement of Cabinet Portfolio areas. Portfolio leads have been serving across a set of themes and topics, consistent with CCR Industrial and Economic Growth Plan since the IIF was approved in June 2019. This needs to be agreed annually and with the Investment Programme now delivering real outcomes – it is important that this re-visited at regular junctures.
3. The roles are in place to provide visibility for proposals and projects developed through the Investment and Intervention Framework, to provide a figurehead and ambassador for wider awareness purposes and to work with the Chair and Regional Director to ensure that delegated decisions are made in appropriate ways and in keeping with the principles of good governance. As the restrictions imposed because of the COVID-19 pandemic relax further, continued engagement with the cabinet members has been prioritised to maintain business continuity and progress towards our regional objectives. Given the challenges that remain for cabinet members, all cabinet briefings focus upon new investment requests and a breakdown of the current investment portfolio and pipeline in order to ensure all members have access to all key information and developments.
4. The year 2022/23 was an important one - as the first phase of a new electoral cycle following Local Government Elections in Wales in May 2022. This year has provided the opportunity for the five new Leaders joining Regional Cabinet to develop new portfolio areas. Given these areas continue to be relevant and pertinent to the growing

work of the CCR – especially as it evolves into the SEW CJC – it seems appropriate to retain the portfolio areas and it has been that for the purposes of continuity, current members of Regional Cabinet will retain portfolio responsibilities designated in 2022/23 – and as attached at Appendix 1 and set out below:

Portfolio Area	Proposed Lead	Designations	Officer Lead/s
Governance, Resources and Assurance <ul style="list-style-type: none"> • Resources and Funding/ Investment Strategy • Policy and Comms • Assurance and Risk • Monitoring and Evaluation • Gateway Review • Government liaison 	Chair, CCR Joint Cabinet (Torfaen)	Chair of Regional Cabinet Rep (can be delegated) for Western Gateway Partnership Board	Kellie Beirne Nigel Pompeus Hrjinder Singh
Research and Innovation <ul style="list-style-type: none"> • Research base/HE coalition • Global research challenges • Clusters and Strength in Places • Innovation in Public Service, foundational economy & civic society • ESG and EDI • UKRI engagement • Innovation Investment Fund 	Cllr Mary Ann Brocklesby (Monmouthshire)	Cabinet rep for REGP Observer Challenge Fund Strategy Board	Colan Mehaffey Kellie Beirne Rhys Thomas
Regional Transport <ul style="list-style-type: none"> • SEW Metro liaison • Regional Transport Authority • Metro Plus and Metro Central • Passenger Rail, • Public Transport & Active Travel • ULEV 	Cllr Huw David (Bridgend)	Chair of Regional Transport Authority	Rob O'Dwyer Clare Cameron

Portfolio Area	Proposed Lead	Designations	Officer Lead/s
Strategic Assets <ul style="list-style-type: none"> • Housing Viability Gap Fund • SME infrastructure finance • Land assembly and site acquisition • Land-use planning • Strategic Premises Fund • Transport interface 	Cllr Andrew Morgan (RCT)	Chair of Strategic Premises Fund Advisory Board Vice chair RTA	Rhys Thomas Rob O'Dwyer
Climate Response <ul style="list-style-type: none"> • Energy Strategy & Implementation Plan • Aberthaw Green Masterplan • Race 4 Zero • ECO and ECO-Flex • Energy Investment Funds • Water management 	Cllr Sean Morgan (Caerphilly)	Observer status at CCR Energy Ltd	Rob O'Dwyer
Challenge and Local Wealth Building <ul style="list-style-type: none"> • Foundational economy • Challenge Fund for local wealth building • Innovative Future Services (InFuSe) • Innovative public procurement • Societal missions • Supply chain development 	Cllr Geraint Thomas (Merthyr)	Chair, Challenge Fund Strategy Board	Gareth Browning
Shared Prosperity and Place <ul style="list-style-type: none"> • Levelling-up • Shared Prosperity Fund • Inclusive Growth • Town centre renewal • Tourism and place branding • Food security and resilience • Inclusive capital and wellbeing measures 	Cllr Lis Burnett (Vale of Glamorgan)	To be developed with the SPF governance arrangements Observer status Challenge Strategy Board	Nicola Somerville Rowena O'Sullivan

Portfolio Area	Proposed Lead	Designations	Officer Lead/s
Data-driven Economy & Skills <ul style="list-style-type: none"> • Regional Data Partnerships • Data tools and local policy innovation partnerships • Data & digital deployment (National Software Academy and NTI) • Freeports – data, place and tax levers • Regional Skills Partnership • Building data system 	Cllr Jane Mudd (Newport)	Board member Regional Skills Partnership	Colan Mehaffey
Growing our Digital Assets <ul style="list-style-type: none"> • Infrastructure resilience & broadband • 5G and Rural Connected Communities • Tech Valleys • AI and automation • Centre for Digital Public Services • Smart region and digital twin 	Cllr Steve Thomas (BG)	Cabinet rep – Northern Valleys	Kellie Beirne Nigel Pompeus
Economic Strategy, Global and Core Cities <ul style="list-style-type: none"> • Regional Economic and Industrial Plan • Investment Prospectus • International and Foreign Direct Investment • Core Cities • Western Gateway 	Cllr Huw Thomas (Cardiff)	Cabinet rep for REGP Cabinet rep for Regional Business Council	Rhys Thomas

5. Appendix 2 further sets out the forward planner for the year 2023-24. As the list of approved projects grows, the governance environment has to change and adapt as new advisory boards, arrangements for delegations to be executed, and new strategic and reporting requirements are established. In addition to this, the course of the City Deal year, continued commitments and endeavours for which to plan, such as the evolution to a Corporate Joint Committee. This requires careful planning and scheduling and sequencing of key dates, milestones, and stage-gates. This is set out at Appendix 2 and reflects the transition via 'lift and shift' to the new corporate entity.

Reasons for Recommendations

6. To ensure there are clear lines of visibility and ownership of enhanced arrangements as the list of Approved Projects grows and new governance, strategy, and reporting

arrangements be in, along with improving forward planning scheduling to reflect new and widening responsibilities.

Financial Implications

7. There are no direct financial implications arising from this report, which seeks to allocate members of Regional Cabinet to the respective Cabinet Portfolio positions and establish a strategic forward planner for the coming year.

Legal Implications

8. Under the terms of the JWA, no individual Member has decision-making authority. Formal decisions are made at meetings of the Regional Cabinet or pursuant to a delegation to an Officer. Any changes to portfolio arrangements, does not alter this. Further, the revision to any portfolio arrangements is not a substantive amendment to the JWA and therefore within Regional Cabinet's remit to agree if Cabinet wish to do so.

Well-being of Future Generations (Wales) Act 2015

9. In developing the Plan and in considering its endorsement regard should be had, amongst other matters, to:
 - a) the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards;
 - b) public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are: a. age; b. gender reassignment; c. sex; d. race – including ethnic or national origin, colour or nationality; e. disability; f. pregnancy and maternity; g. marriage and civil partnership; h. sexual orientation; i. religion or belief – including lack of belief, and;
 - c) the Well-being of Future Generations (Wales) Act 2015. The Well-being of Future Generations (Wales) Act 2015 ('the Act') is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the Councils comprising the CCRC) must set and published wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When exercising its functions, the Regional Cabinet should consider how the proposed decision will contribute towards meeting the wellbeing objectives set by each Council and in so doing achieve the national wellbeing goals. The wellbeing duty also requires the Councils to act in accordance with a 'sustainable development principle'. This principle requires the Councils to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

Put simply, this means that Regional Cabinet must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, Regional Cabinet must:

- look to the long term;
- focus on prevention by understanding the root causes of problems;
- deliver an integrated approach to achieving the 7 national well-being goals;
- work in collaboration with others to find shared sustainable solutions;
- involve people from all sections of the community in the decisions which affect them.

10. Regional Cabinet must be satisfied that the proposed decision accords with the principles above. To assist Regional Cabinet to consider the duties under the Act in respect of the decision sought, an assessment has been undertaken, which is attached at Appendix 3.

Equality Act 2010

11. In considering this matter regard should be had, amongst other matters, to the Councils' duties under the Equality Act 2010. Pursuant to these legal duties the Regional Cabinet must, in making decisions, have due regard to the need to (1) eliminate unlawful discrimination (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are:

- age;
- gender reassignment;
- sex;
- race – including ethnic or national origin, colour or nationality;
- disability;
- pregnancy and maternity;
- marriage and civil partnership;
- sexual orientation;
- religion or belief – including lack of belief.

RECOMMENDATIONS

12. It is recommended that the Cardiff Capital Region Regional Cabinet:

- (1) considers and agrees the set of Portfolio Lead arrangements for 2023/24 at Appendix 1 to this report; and
- (2) notes the forward strategic planner and key milestones for 2023/24.

**Kellie Beirne, Director
Cardiff Capital Region
22 May 2023**

Appendices

- Appendix 1 Cabinet Portfolios
- Appendix 2 Forward Planner
- Appendix 3 Well-being of Future Generations Assessment

To be confirmed: CCR Regional Cabinet Portfolios – 2023-24

Portfolio Area	Proposed Lead	Designations	Officer Lead/s
Governance, Resources and Assurance <ul style="list-style-type: none"> Resources and Funding/ Investment Strategy Policy and Comms Assurance and Risk Monitoring and Evaluation Gateway Review Government liaison 	Chair, CCR Joint Cabinet (Torfaen)	Chair of Regional Cabinet Rep (can be delegated) for Western Gateway Partnership Board	Kellie Beirne Nigel Pompeus Hrijinder Singh
Research and Innovation <ul style="list-style-type: none"> Research base/HE coalition Global research challenges Clusters and Strength in Places Innovation in Public Service, foundational economy & civic society ESG and EDI UKRI engagement Innovation Investment Fund 	Cllr Mary Ann Brocklesby (Monmouthshire)	Cabinet rep for REGP Seat at table of Challenge Fund strategy Board	Colan Mehaffey Kellie Beirne
Regional Transport <ul style="list-style-type: none"> SEW Metro liaison Regional Transport Authority Metro Plus and Metro Central Passenger Rail, Public Transport & Active Travel ULEV 	Cllr Huw David (Bridgend)	Chair of Regional Transport Authority	Rob O'Dwyer Clare Cameron

Portfolio Area	Proposed Lead	Designations	Officer Lead/s
Strategic Assets <ul style="list-style-type: none"> • Housing Viability Gap Fund • SME infrastructure finance • Land assembly and site acquisition • Land-use planning • Strategic Premises Fund • Transport interface 	Cllr Andrew Morgan (RCT)	Chair of Strategic Premises Fund Advisory Board Vice chair RTA	Rob O'Dwyer
Climate Response <ul style="list-style-type: none"> • Energy Strategy & Implementation Plan • Aberthaw Green Masterplan • Race 4 Zero • ECO and ECO-Flex • Energy Investment Funds • Water management 	Cllr Sean Morgan (Caerphilly)	Board of CCR Energy Ltd	Rob O'Dwyer
Challenge and Local Wealth Building <ul style="list-style-type: none"> • Foundational economy • Challenge Fund for local wealth building • Innovative Future Services (InFuSe) • Innovative public procurement • Societal missions • Supply chain development 	Cllr Geraint Thomas (Merthyr)	Chair, Challenge Fund Strategy Board	Gareth Browning
Shared Prosperity and Place <ul style="list-style-type: none"> • Levelling-up • Shared Prosperity Fund • Inclusive Growth • Town centre renewal • Tourism and place branding • Food security and resilience • Inclusive capital and wellbeing measures 	Cllr Lis Burnett (Vale of Glamorgan)	To be developed with the SPF governance arrangements Seat at table of Challenge Strategy Board	Nicola Somerville

Portfolio Area	Proposed Lead	Designations	Officer Lead/s
<p>Data-driven Economy & Skills</p> <ul style="list-style-type: none"> • Regional Data Partnerships • Data tools and local policy innovation partnerships • Data & digital deployment (National Software Academy and NTI) • Freeports – data, place and tax levers • Regional Skills Partnership • Building data system 	Cllr Jane Mudd (Newport)	Board member Regional Skills Partnership	Colan Mehaffey Nicola Somerville
<p>Growing our Digital Assets</p> <ul style="list-style-type: none"> • Infrastructure resilience & broadband • 5G and Rural Connected Communities • Tech Valleys • AI and automation • Centre for Digital Public Services • Smart region and digital twin 	Cllr Steve Thomas (BG)	Cabinet rep for Regional Business Council	Colan Mehaffey
<p>Economic Strategy, Global and Core Cities</p> <ul style="list-style-type: none"> • Regional Economic and Industrial Plan • Investment Prospectus • International and Foreign Direct Investment • Core Cities • Western Gateway 	Cllr Huw Thomas (Cardiff)	Cabinet rep for REGP Cabinet rep for Regional Business Council	Rhys Thomas

Appendix 2 Annual Planner and Key Milestones

Group	Purpose	Status	Responsible Officer and Support Officer/s	Portfolio holder – lead cabinet member	Meeting dates
Joint Cabinet (otherwise referred to as Regional Cabinet). Cabinet meets formally (to make decisions) and informally (to receive briefings)	Formal Joint Committee with legal powers and provisions over deployment of Wider Investment Fund and policy and direction setting – as per Joint Working Agreement	Statutory Joint Committee	Kellie Beirne – Director James Williams – Monitoring Officer Chris Lee – S151 Liz Fitzgerald – support lead	Cllr Anthony Hunt – Chair of Regional Cabinet and portfolio lead Governance, Resources and Assurance	Public – 17.07.23; 25.09.23; 04.12.23; 29.01.24; 25.03.24. Briefings – 26.06.23; 04.09.23; 13.11.23; 08.01.24; 04.03.24.
Regional Transport Authority – chaired by Leader of Bridgend Cllr Huw David	Formal sub-committee of joint cabinet convened to take forward transport and infrastructure matters as per ToR	Formal sub-committee of regional cabinet	Kellie Beirne – Director James Williams – Monitoring Officer Clare Cameron – project lead Liz Fitzgerald – support lead	Cllr Huw David – Chair of RTA and portfolio lead Regional Transport Cllr A Morgan – Vice-Chair of RTA and portfolio lead Strategic Assets	Public – 15.06.23 Briefings – TBA
CSC Foundry Ltd Board – chaired (to be elected at annual meeting of board)	Oversight of the development agreement for lease in respect of the shareholder’s agreement for the SPV owned by ten LAs (CSC Foundry Limited).	Company Board – governed via Shareholder’s Agreement	Peter Davies – MCC Rob O’Dwyer – MCC Kellie Beirne – Director Katherine Painter – support lead	Cllr Mary Ann Brocklesby – Portfolio lead Research and Innovation	Ad hoc meetings for delegation boards are as and when business requires.
Regional Economic Growth Partnership – chaired by Frank Holmes	Partnership body which is established to advise cabinet in respect of policy and investment proposals in line with ToR. Mix of private, HEI, FE and third sector reps with two Cabinet reps.	Advisory Body	Kellie Beirne – Director Rhys Thomas – COO Suzanne Chesterton – Communication Lead Nicola Butler – support leads/partnerships	Cllr Mary Ann Brocklesby – Portfolio lead Research and Innovation Cllr Huw Thomas – Portfolio Lead Economic Strategy Global and Core Cities	25.04.23; 20.06.23; 29.08.23; 07.11.23; 09.01.24; 27.02.24.

Appendix 2 Annual Planner and Key Milestones

Group	Purpose	Status	Responsible Officer and Support Officer/s	Portfolio holder – lead cabinet member	Meeting dates
Regional Business Council – chaired by Nigel Griffiths	Partnership body of business representatives aimed at developing and representing voice of businesses in region in line with ToR.	Partnership body	Kellie Beirne – Director Nicola Somerville – Head of Business and Inclusive Growth Suzanne Chesterton – Communication Lead Katherine Painter – support and partnerships leads	Cllr Steve Thomas – Portfolio lead Growing our Digital Assets Cllr Huw Thomas – Portfolio lead Economic Strategy, Global and Core Cities	26.06.23; 04.09.23; 13.11.23; 08.01.24; 04.03.24.
Programme Board – chaired by a LA CEO Paul Orders	Partnership body as per ToR. Formerly the Chief Executive Board.	Partnership body	Kellie Beirne – Director Rhys Thomas – COO Nicola Somerville Hrjinder Singh Rob O’Dwyer Nicola Butler – support lead	Officer group	25.04.23; 20.06.23; 29.08.23; 07.11.23; 09.01.24; 27.02.24.
Investment Panel – chaired by Frank Holmes.	Derivative of 5 members of REGP and 5 members of PB. Established to advise on investment process, appraisals, and proposals – as per ToR.	Advisory Body	Kellie Beirne – Director Rhys Thomas – COO Head of Clusters – Jon Wood Gareth Gates – Finance Acc Body Nicola Butler – support lead	Cllr Anthony Hunt - Portfolio lead Governance, Resource and Assurance	25.04.23; 20.06.23; 29.08.23; 07.11.23; 09.01.24; 27.02.24.
Regional Skills Partnership – hosted by Newport CC and chaired by Leigh Hughes	Partnership body/ advisory body to WG on skills funds for the region.	Partnership body/ advisory to WG	Nicola Somerville – Head of Business and Inclusive Growth Katherine Painter - support	Cllr Jane Mudd – Portfolio lead Data-driven Economy and Skills	TBA

Appendix 2 Annual Planner and Key Milestones

Group	Purpose	Status	Responsible Officer and Support Officer/s	Portfolio holder – lead cabinet member	Meeting dates
Challenge Fund – Strategy Board – chaired by Cllr Geraint Thomas	Strategy Board works via Director delegation	Board with delegated decision-making via Director and Cabinet member on cabinet approved Challenge Fund	Kellie Beirne – Director Gareth Browning – Challenge Fund Manager Liz Rees – project support	Cllr Geraint Thomas – Chair for the Challenge Fund Strategy Board and portfolio lead Challenge and Local Wealth Building Cllr Liz Burnett – Portfolio lead Shared Prosperity and Place Cllr Mary Ann Brocklesby – Portfolio lead Research and Innovation	13.06.23; 14.09.23; 12.12.23
Challenge Fund Advisory Board – chaired by Gareth Browning	Challenge Fund Advisory board.	Advisory board to Strategy Board	Owen Wilce (Monmouthshire CC)	N/A	05.06.23; 04.09.23; 06.12.23
Graduate Programme – Strategy Board - chaired by Cllr Mudd	Strategy Board oversees direction of travel	Advisory boards	Kellie Beirne Nic Somerville Rowena O’Sullivan	Cllr Jane Mudd – Portfolio lead Data-driven Economy and Skills	TBA
Operational Board – chaired by Nic Somerville	Operational Board brings together detailed components of project delivery	Advisory boards	Kellie Beirne Nic Somerville Rowena O’Sullivan	N/A	TBA
Strategic Premises Fund Advisory Board	Advisory Board but is serviced through Cabinet Member/Director delegation to make decisions on deployment of fund and in conjunction with fund managers CBRE	Advisory Board with decision making delegation	Kellie Beirne - Director Rhys Thomas – COO Rob O’Dwyer - lead	Cllr Andrew Morgan – Chair of the Strategic Premises Advisory Board and portfolio lead Strategic Assets	TBA

Group	Purpose	Status	Responsible Officer and Support Officer/s	Portfolio holder – lead cabinet member	Meeting dates
CCR Energy Ltd Board	The purpose of CCR Energy Ltd is to execute the Aberthaw project. The objectives in the draft Shareholder agreement can be summarised as to redevelop the site into an exemplar green energy generation and manufacturing park in support of the UK and Welsh Government net zero objectives and accelerate CCR's progress towards its decarbonisation targets and create a future economic cluster in a key sector of the future.	Non-operational – paper to be sent to cabinet for approval in 2022 to formalise the establishment of the articles of association and shareholder agreement	Kellie Beirne - Director Rhys Thomas – COO	Cllr Sean Morgan – Portfolio lead Climate Response	Dates to be set after Cabinet approval of papers.

Other Relevant Groups and Outside Bodies

Group	Purpose	Responsible Officer	Key Dates
City Deal Implementation Board	Convened by UKG and WG for 'oversight' of Deal	Kellie Beirne/ Rhys Thomas	TBA
Cities and Regions Steering Group	UKG convened for Cohort 2 city and growth deals for purposes of Gateway review	Kellie Beirne/ Rob O'Dwyer	TBA
Ministerial Steering Group	Meets quarterly and acts as a challenge board from UKG and WG	Kellie Beirne and Rhys Thomas	TBA
CCR Scrutiny Committee	Hosted by RCT Council to enact statutory scrutiny role.	Whole team remit	TBA
CCR Section 151 Officers	Hosted by the Accountable Body to ensure good flow of communication with heads of finance in each LA to ensure good financial stewardship of programme	Gill Brown Chris Lee Kellie Beirne Gareth Gates	TBA
Metro Central Delivery Partnership	Wider programme board for all stakeholders involved in Metro Central – WG, CCR, DfT, Network Rail, private sector.	Clare Cameron and Kellie Beirne	TBA
Metro Plus officer group	Wider group to oversee (officer level) implementation of programme	Clare Cameron	TBA

Appendix 2 Annual Planner and Key Milestones

Group	Purpose	Responsible Officer	Key Dates
CCR Energy Officers Group	Informal grouping around the regional energy strategy	Rob O'Dwyer/ Clare Cameron	TBA
InFuSe board	InFuSe board for the project bringing together the management team across Cardiff University, Nesta, Monmouthshire and CCR.	Rob O'Dwyer and Gareth Browning	TBA
TRI Board (Regional Town Centre Action Group)	Town centre group run by WG and for which Nicola Somerville attends and supports	Nicola Somerville	TBA

Relevant Policy, Performance Documents and Frameworks

Document	Purpose	Milestones and Key Dates	Key dates
Joint working agreement	Sets out the agreed legal provisions and Terms of Reference for operation of the CCR City Deal. Establishes the Wider Investment Fund (WIF) Signed and approved by all ten councils – legally binding document. Sets provisions for all of the above	In place	In place
Industrial and Economic Growth Plan	Policy direction of CCR. Co-authored with REGP	The full document is being updated with the intention to go to Regional Cabinet in September 2022	In place
Five-year strategic business plan	Policy and operational document for five-year gateways – provides framework for annual business plan	Planning to commence in 2024-25	TBA
Annual Business Plan	Yearly distillation of ABP and provides framework for quarterly performance monitoring and to UG and Wales Governments	Requires an annual away day for Cabinet in Sept/October with report to be reported to Cabinet in December annually.	TBA
Annual Accounts and Governance Statement	Annual reporting of CSOAs	June annually for draft accounts and draft AGS By Sept 14 th annually for full CSOAs and AGS	TBA
CSC Foundry Shareholder Agreement	Self-explanatory – signed off by all 10 LAs	Annually – progress needs to be reported to Cabinet in around May/June with CSOA as part of the above.	TBA
CSC Annual Business Plan	Discharges requirement of shareholder agreement	As above dates – with Plan being produced for CSC Board and	TBA

Appendix 2 Annual Planner and Key Milestones

Document	Purpose	Milestones and Key Dates	Key dates
		Cabinet approval Dec/Jan every year	
Assurance Framework	Sets out the process for providing assurance against projects to be approved by the Wider Investment Fund	Reported in as part of ongoing IIF Framework	Quarterly at each Regional Cabinet meeting
Investment and Intervention Framework (supported by Master Funding Agreement)	Gives practical effect to the Assurance framework & funnel process for SIFT proposals	As above	Quarterly at each Regional Cabinet meeting – or as required
Gateway Review – baseline report, one year out report and final evaluation report	These contain the locality evaluation frameworks that sit under the National Evaluation Framework and give the results of appraisals of our progress against them.	Reported into cabinet annually – as per report cycle of National Evaluation Panel	Annually
Investment framework Review/ Implementation Plan and Investment Strategy	In progress	The full document is being updated with the intention to go to Regional Cabinet in late 2022	TBA
Risk Policy and updated register	In progress with AON	Reported annually to Cabinet and quarterly as part of quarterly performance. Currently being updated for implementation with a report to be sent to Regional Cabinet later in 2022	Quarterly at each Regional Cabinet
Quarterly performance reports	To Cabinet, WG and UKG which discharge reporting requirements under JWA	Reported annually to Cabinet and quarterly as part of quarterly performance.	Quarterly at each Reg Cab and outturn report will go to July 2023 Cab
Skills partnership Annual Report	To draw down annual investment from WG for skills programmes	N/A	Annually (usually June/July)
Quarterly Finance or budget report	Quarterly budget updates	Quarterly budget reporting	Quarterly at each Reg Cab and outturn report will go to July 2023 Cab
Responsible Investing Policy	Completed as part of IIF review	Reviewed annually – or as circumstances require	Annually
Cabinet Forward Planner and Portfolios	Archive of all reports and forward planner for work reporting purposes	Annually at AGM	Annually at AGM 22.05.23

Future Generations Assessment Evaluation

(includes Equalities and Sustainability Impact Assessments)



Name of the Officer completing the evaluation: Kellie Beirne Phone no: 07826 919286 E-mail: kellie.beirne@cardiff.gov.uk	Please give a brief description of the aims of the proposal: to set out the draft Cabinet Portfolios for 2022/23 and the draft strategic planner.
Proposal: Cabinet portfolios and forward planner	Date Future Generations Evaluation form completed: 22 May 2023




1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	The report and appendices set out the proposed Cabinet portfolios for coming year and commensurate milestone and activity plan. This is key to establishing the right balance of skills to drive prosperity in the region	Annual review to ensure right mix and balance of talent and an open and collegiate approach
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Dedicated brief/s that span areas with a focus on climate and clean growth	A regional energy strategy and plan has been created in conjunction with WGES to tackle the climate response in the South East Wales region.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Inclusion is a core theme of the forward planner and a wider responsibility of cabinet as per the accountabilities established in the Responsible Investing Policy	ESG, and equality and diversity focus to ensure emphasis on societal and community needs. This clearly sits with the Chair in relation to overall responsibility and also goes to the heart of the AON risk work, Responsible Investment and new policy development such as the Innovation Investment Fund.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Focus throughout on targets established for CCRCD and the leveraging of portfolio-level benefits for citizens	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Brief with specific responsibility for inter-geographical partnerships and global outlook.	Key connections through Horizon Europe Association and research base re: global partnerships
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	The portfolio briefs reflect strategic approach to developing the economy of the region – foundational and tradeable and projects a distinctively Welsh approach to doing so.	
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The approach focuses on economic inclusion, levelling-up and a mission-driven approach capable of not just tackling economic problems – but societal ones too.	

2. How has your proposal embedded and prioritized the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p> <p><small>Long Term</small></p>	The Cabinet portfolios are key to sustainable and good governance aligned with investment and policy objectives	This will be continually built upon and reinforced through the development and publication of concurrent Annual Business Plans which reflect back to the more medium-term ambition.
 <p>Working together with other partners to deliver objectives</p> <p><small>Collaboration</small></p>	The forward planner documents set out the full range of partnerships and outside bodies involved in the CCR.	The evolution to a CJC will solidify and enhance this work further.

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The plan is backed by a wider communication and engagement plan.</p>	<p>More thought needs to be given to how this work engages communities and citizens. The challenge fund will go some way to addressing this and opportunities will be developed via the portfolio lead.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The mission-driven/ challenge-led approach embedded will be a key means of experimenting in the prevention space and a dedicated cabinet member now leads on this agenda.</p>	
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The portfolio set brings together all briefs and lead roles in order to demonstrate connections, overlaps and the space for innovation and creativity.</p>	<p>This can be further reinforced in the CJC setting and when Cabinet and partners have access to greater freedoms and flexibilities.</p>

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Not relevant in this context since there is no proposal – simply a setting out of governance arrangements which will form the backdrop to future proposals.		
Disability	As above	As above	
Gender reassignment	As above	As above	
Marriage or civil partnership	As above	As above	
Pregnancy or maternity	As above	As above	
Race	As above	As above	

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Religion or Belief	As above	As above	
Sex	As above	As above	
Sexual Orientation	As above	As above	
Welsh Language	As above	As above	

4. Safeguarding & Corporate Parenting. Are your proposals going to affect either of these responsibilities?

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not directly relevant –however, building the future economy should have a profoundly positive impact on ability to safeguard the future of our residents		
Corporate Parenting	Not directly relevant – however building strength in the economy should create opportunities for all of the young people entrusted in our care and makes a direct contribution to wellbeing.		

5. What evidence and data has informed the development of your proposal?

• N/A

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

As above, the main implications will be in the delivery of this work.

7. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	Annually at AGM 2022/23
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22 MAY 2023

UPDATE ON THE TRANSITION TO THE CJC FROM A WORKFORCE PERSPECTIVE

TO RECEIVE THE REPORT OF CHIEF EXECUTIVE OF CAERPHILLY COUNTY BOROUGH COUNCIL

AGENDA ITEM: 7

Reason for this Report

1. To update members on the progress of the People Workstream within the transition programme.

Background

2. The report to the Corporate Joint Committee in November 2022 set out the requirements for a transition workstream for the people aspects of the move to the CJC and at that time set out that it was proposed that this would be led by the Chief Executives for Cardiff and Monmouthshire.
3. This report also set out the need to establish appropriate staffing structures and people resources as required by the Regulations. The report went on to identify that alignment of Terms and Conditions will be a significant issue and the report proposed that given most of the team currently come under Cardiff Council's Terms and Conditions, these terms and conditions remain in place to support ease of transfer.

Update on Legal Advice

4. At the time of the November 2022 report, legal advice with regards to the Transfer of Undertakings (Protection of Employment) Regulations 2006 (updated 2014) had not been finalised. This advice has now been finalised and confirms that it is very likely that TUPE applies to the staff employed within the City Deal Service within Cardiff Council; it is certainly arguable that TUPE would apply to the two staff employed to undertake Cardiff Capital Region work within Monmouthshire County Borough Council and to any staff employed by the Accountable Body within Cardiff Council and who are assigned to an organised grouping which has the objective of pursuing an economic activity. This is reinforced by Paragraph 14 of Schedule 1 of the South East Wales Corporate

Joint Committee Regulations 2021 which provides that TUPE will apply to any member of staff transferred to the CJC from a constituent Council whether or not the transfer is a 'relevant transfer' under the TUPE Regulations.

Update on Workstream Lead

5. As employees from both Cardiff Council and Monmouthshire County Borough Council will TUPE transfer into the CJC, it was felt that there could be a perceived conflict of interest if the Chief Executives for one or both councils continued to lead on the People workstream. Therefore, a group of 4 Chief Executives have come forward to lead on this workstream, the Chief Executives for the County Boroughs of Caerphilly; Rhondda Cynon Taff; Bridgend; and Vale of Glamorgan. With the overall lead being taken by the Chief Executive of Caerphilly County Borough Council. Support is being provided for this workstream by the Chief HR Officer for Cardiff Council, in conjunction with HR and Payroll leads in Rhondda Cynon Taff County Borough Council who will take on the HR and payroll provision for the CJC following transition.

Job Description and Person Specification for Chief Executive Role

6. The current Job Description and Person Specification for the CCR Programme Director role has been updated to include the additional statutory and non-statutory responsibilities of a Chief Executive as well as the continued responsibilities for the programme of deliverables. This is provided at appendix 1.

Terms and conditions at transition

7. The CJC will need to set its own terms and conditions of employment for those of its employees who have not TUPE transferred from constituent councils. Paragraph 10 of the Schedule of South East Wales Corporate Joint Committee Regulations 2021 sets out that *'staff are to be appointed on terms and conditions (including terms and conditions as to remuneration) substantially similar to those officers within a constituent council undertaking responsibilities which the CJC considers to be reasonable comparable.'*
8. Within the resource available for the transition, it would not be possible for the CJC to develop, agree and implement its own unique set of terms and conditions. Therefore, it is far more pragmatic for the CJC to replicate one of the 10 Authorities' terms and conditions. It will be recommended to the CJC that this is Cardiff Council's terms and conditions for the following reasons:
 - TUPE will apply to the current staff approximately 25 of which are currently employed on Cardiff Council terms and conditions;
 - it is intended that the Code of Practice on Workforce Matters will apply to the CJC, so the current terms and conditions will need to feed through in the recruitment of some roles;
 - this will prevent a two-tier workforce with those transferring being on different terms and conditions to those newly recruited into the CJC;
 - the terms and conditions can be reviewed following transition to ensure that they are working for the organisation following a bedding in period.

Timescales for Transition

9. It is envisaged that the Chief Executive and some Senior Leadership posts will transfer into the CJC from October 2023 with the remaining affected employees transferring by the end of March 2024. .

Reason for Recommendations

10. To provide an update to Members on progress of the People Workstream associated with the move into the CJC.

Financial Implications

11. This report does not identify the financial implications arising from the recommendations.
12. The ongoing work necessary to progress the transition to the CJC will need to ensure that the staff transfer and proposed structure developed as part of the People Workstream is fully and accurately costed.
13. Future budget setting processes for the CJC will need to ensure that the financial implications of all staffing requirements are clearly understood and can be fully funded within available budgets.

Legal Implications

14. Whilst, as outlined above, TUPE is very likely to apply to the staff employed within the Cardiff Capital Region ("CCR") Project Team within Cardiff Council and it is certainly arguable that TUPE would apply to the two staff employed to undertake CCR work within Monmouthshire County Borough Council, it is worth noting the provisions of Paragraph 14 of the Schedule to the South East Wales Corporate Joint Committee Regulations 2021 ("SEW CJC Regulations") which stipulate that, where a member of staff appointed by the South East Wales CJC has been transferred to the CJC from a constituent Council, the provisions of TUPE are deemed to apply whether or not it is a "relevant transfer". Therefore, such provisions would provide staff who moved into the CRC (even if not by way of a TUPE transfer) with appropriate protections to their terms and conditions. Even if TUPE did not apply to these two individuals, therefore, then with the agreement of these individuals, they can effectively transfer as if TUPE did apply.
15. Where TUPE applies there is a requirement on both the Transferor (the respective Councils with whom the members of the Project Team are employed) and the Transferee (CJC) to inform and consult with any of their respective staff who may be affected by the transfer. As above, these employees will transfer with their statutory employment rights (such as continuity of employment) and their contractual entitlement (their terms and conditions of employment) intact.
16. The current Programme Director transferring to the CJC should therefore involve a transfer of the individual's existing role and duties, save that there will be a change of job title and a formalisation of the job scope to ensure it is defined to capture all the statutory obligations. It is noted that the current Job Description and Person Specification for the CCR Programme Director role has been

updated to include the additional statutory and non-statutory responsibilities of a Chief Executive.

17. Furthermore, as above, the SEW CJC Regulations provide (under paragraph 10) that where the CJC appoints staff “*they are to be appointed on terms and conditions (including terms and conditions as to remuneration) substantially similar to those of officers within a constituent council undertaking responsibilities which the CJC considers to be reasonably comparable.*” Whilst this provision does give the CJC some flexibility, it is required in relation to each staff member to be appointed, to consider if there is a comparable employee employed in a constituent council and, if so, which terms substantially similar to the terms enjoyed by that staff member should be put in place. So, in relation to the Chief Executive, whilst they would transfer across on their existing terms and conditions, the CJC should consider whether any terms need to be amended to ensure they are substantially similar to a reasonable comparator employed by a constituent council. It is noted that the current salary of the Programme Director has been benchmarked by an external organisation to determine whether it is a reasonable salary for the size of role in the current market, which has confirmed that it is a reasonable salary at transition.

Well-being of Future Generations (Wales) Act 2015

18. In developing the Plan and in considering its endorsement regard should be had, amongst other matters, to:
 - (a) the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards;
 - (b) Public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are a. Age; b. Gender reassignment; c. Sex; d. Race – including ethnic or national origin, colour, or nationality; e. Disability; f. Pregnancy and maternity; g. Marriage and civil partnership; h. Sexual orientation; i. Religion or belief – including lack of belief.
 - (c) the Well Being of Future Generations (Wales) Act 2015. The Well-Being of Future Generations (Wales) Act 2015 (‘the Act’) is about improving the social, economic, environmental, and cultural well-being of Wales. The Act places a ‘well-being duty’ on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the Councils comprising the CCRC) must set and published wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When exercising its functions, Regional Cabinet should consider how the proposed decision will contribute towards meeting the wellbeing objectives set by each Council and in so doing achieve the national wellbeing goals.

The wellbeing duty also requires the Councils to act in accordance with a 'sustainable development principle'. This principle requires the Councils to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Regional Cabinet must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, Regional Cabinet must:

- look to the long term.
- focus on prevention by understanding the root causes of problems.
- deliver an integrated approach to achieving the 7 national well-being goals.
- work in collaboration with others to find shared sustainable solutions.
- involve people from all sections of the community in the decisions which affect them.

19. Regional Cabinet must be satisfied that the proposed decision accords with the principles above. To assist Regional Cabinet to consider the duties under the Act in respect of the decision sought, an assessment has been undertaken, which is attached at Appendix 2.

Equality Act 2010

20. In considering this matter, regard should be had, amongst other matters, to the Councils' duties under the Equality Act 2010. Pursuant to these legal duties Regional Cabinet must, in making decisions, have due regard to the need to (1) eliminate unlawful discrimination (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are:

- age;
- gender reassignment;
- sex;
- race – including ethnic or national origin, colour or nationality;
- disability;
- pregnancy and maternity;
- marriage and civil partnership;
- sexual orientation;
- religion or belief – including lack of belief.

HR Implications

21. The main HR implications are set out in the body of the report. The affected staff are aware of the content of the report and formal consultation will commence with the affected staff and their Trade Union representatives.

RECOMMENDATIONS

It is recommended that the Cardiff Capital Region Cabinet:

22. notes the progress update of the People Workstream for the move into the CJC including the Chief Executive Job Description and Person Specification (Appendix 1) and the advice that TUPE applies to staff transferring from constituent councils to the CJC.

Christina HARRY
Chief Executive
Caerphilly County Borough Council
22 May 2023

Appendices

- Appendix 1 Chief Executive Job Description and Person Specification
- Appendix 2 Well-being of Future Generations Assessment

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Chief Executive	Directorate: Chief Executive
Section:	Reporting to: CJC Board
Remuneration: £124,696	Hours per Week: Full Time
Post Number: TBC	Number of Employees Reporting to Post: XXXX
<p>Special Conditions: Casual Car User. Full and valid driving licence and use of own car would be an advantage. Occasional weekend and evening working may be required.</p> <p>This post is politically restricted in accordance with the Local Government and Housing Act 1989 (as amended by Local Democracy, Economic Development and Construction Act 2009).</p>	<p>Location of Post: The office location of this post will be XXXX, however home local/field working will be a requirement of the role. Agile working is a key feature and expectation of this role.</p>
<p>Job Purpose:</p> <p>To be accountable to the South East Wales Corporate Joint Committee in delivering its vision and aspirations for the region - integrating the CCR City Deal into the new regional entity and thus, delivering one single form of regional economic governance</p> <p>To be responsible for providing leadership to the Southeast Wales Corporate Joint Committee Team and all employees, addressing the staff and other resources needed to deliver high-quality, cost-efficient functions and services whilst addressing the needs of the region.</p> <p>To operate, convene and deliver services and functions in a new multi-level governance environment, reflecting the need to work effectively across Local Government, Welsh Government and UK Government</p> <p>To develop and implement strategies, policies, and processes to ensure that the organisation meets the goals determined by the Joint Committee as a new corporate legal entity</p> <p>To ensure oversight of the 'lift and shift' of the City Deal funding and obligations into the new CJC, ensuring all the City Deal duties are discharged and comply with UKG requirements</p>	

To develop the dual focus of the CJC in relation to achieving compliance with its initial corporate duties alongside continued operation and delivery of the CCR City Deal

To assist the South East Wales Corporate Joint Committee in unlocking government and investment funding to complement and add value to existing funding and investment programmes such as the CCR City Deal and Shared Prosperity Fund

To develop effective working relationships with Elected Members to ensure the realisation of the Joint Committee's vision, policies and programmes for an integrated model of regional investment and activity as reflected in the corporate plan and budgetary framework.

To work with and ensure there is comprehensive and pro-active stakeholder engagement with local authority partners, strategic partners and other organisations to realise the joint aspirations for the region.

Principal Duties and Responsibilities

1. To be accountable to and act as principal advisor to the Joint Committee, providing clear leadership to Elected Members in shaping and delivering a corporate plan within the agreed budgetary framework.
2. To act as the organisation's Chief Executive, focusing on matters of strategic significance, leading, and managing the relationships with internal and external stakeholders and partners.
3. To promote the profile of the South East Wales Region locally, regionally, nationally, and internationally.
4. To lead the organisation through periods of significant change, ensuring effective working across the organisation and with partners.
5. To partner with senior officers both within the organisation and within represented Local Authorities to grow and strengthen the organisation and make it sustainable.
6. To lead the Corporate Management Team enabling the effective prioritisation of programme and resources and driving forward delivery of quality services which meets the needs of stakeholders, partners, Local Authority partners, citizens, communities, and customers.
7. To co-ordinate the organisation's management of key resources – human resources, financial resources, information, and assets – to secure efficiency and value for money.
8. Work with the Joint Committee's appointed Section 151 Officer and Monitoring Officer to prepare the organisation's annual budget, analyse the risk of the organisation's investments and advise the Joint Committee of the risk and return of investments.
9. To appoint or support the appointment of senior managers within the organisation in line with policy requirements.

10. To set and review the objectives and standards of performance for the organisation's Management Team.
11. To ensure arrangements are in place for the effective corporate governance of the organisation and the legality, probity, integrity, proper accountability, and scrutiny of decision-making processes.
12. To ensure arrangements are in place to deliver the organisation's objectives and achieve continuous and sustainable improvement.
13. To demonstrate an open commitment to actively celebrate the rich diversity of the region ensuring equality and social justice.
14. To have overall officer responsibility for ensuring that the organisation meets all legal requirements in respect of the management of health and safety.
15. To undertake a representative and ambassadorial role on behalf of the organisation's employees.

Corporate Requirements

1. To participate actively in supporting the principles and practice of equality of opportunity as stated in the organisation's Equal Opportunities Policy.
2. To take reasonable care for the health and safety of yourself and other persons who may be affected by your acts or omissions and to comply with all health and safety legislation as appropriate.
3. To, as a statutory duty, adhere to the organisation's Corporate Safeguarding Policy or equivalent statutory and associated policies and procedures and to report concerns regarding the safety and wellbeing of children or adults at risk. To support you in this, you are required to access safeguarding training at the level which is relevant to this post.
4. As a term of your employment, you may be required to undertake such other duties and/or times of work as may reasonably be required of you, commensurate with your grade or general level of responsibility within the organisation.
5. Although you will be provided with a base, you will be required to work from various locations in accordance with the needs of the role.

DATE COMPLETED: _____ **AGREED BY:** _____
(Recruiting Manager)

Date Received by Post holder: _____

Signature of Post holder: _____

PERSON SPECIFICATION

Job Title: Chief Executive

Post Number:

THE PERSON APPOINTED MUST MEET THE FOLLOWING REQUIREMENTS

Area to be Demonstrated	Essential Requirements YOU MUST DEMONSTRATE THAT YOU MEET THESE REQUIREMENTS	Desirable Requirements YOU DO NOT HAVE TO MEET THESE REQUIREMENTS BUT IF YOU DO, PLEASE TELL US	How Assessed Application Form or Interview or Both
Education and Training	Educated to degree level or equivalent, with demonstrable evidence of continuous professional and personal development.	A relevant professional / managerial qualification. Ability to communicate in the Welsh language, or commitment to learn	Application Form and Certification where required
Experience / Knowledge	Highly successful and widely respected track record of Board level leadership and strategic management within the public sector. Strong evidence of successfully leading transformational change to deliver improved performance in a complex operational setting. Demonstrable experience of operating successfully within a multi-stakeholder environment, developing effective partnerships, and delivering lasting change and improvement through others.	A proven track record of delivering cost efficiencies particularly in an environment of processing high volume transactions with multiple stakeholders. Experience of successful working with Trade Unions. Knowledge of sustainable development initiatives	Application Form and Interview

	<p>High degree of politically sensitivity and experience of dealing with a range of complex issues and stakeholders with often conflicting agendas.</p> <p>Significant experience and a track record of achievement in roles involving major technology and operations components.</p> <p>Significant knowledge and experience of leading transformation and organisational growth and development activities.</p> <p>Significant experience of leadership gained in a complex environment.</p> <p>Proven experience in managing and controlling substantial budgets.</p> <p>Proven ability to deliver targets and prioritise projects.</p> <p>Experience of working with Elected Members at all levels of Government.</p> <p>Experience of managing “resource” including, employees, finances, and technology.</p> <p>Experience of working with and managing stakeholders and developing strategic partnerships.</p>		
Skills and Abilities	<p>Inspirational and visible leader, with first class communication skills, capable of engaging audiences at all levels,</p>		<p>Application Form and Interview</p>

	<p>and with a passion for exceptional customer service.</p> <p>Ability to think and act strategically, developing practical, innovative, and creative solutions to the management of issues and complex problems.</p> <p>Ability to identify opportunities to improve business outcomes through partnership at all levels.</p> <p>Energy and passion to deliver at pace and cut through obstacles.</p> <p>Well-developed management skills, with the ability to build and lead teams.</p> <p>Highly effective influencing and negotiating skills, with the ability to develop partnerships and alliances across a diverse range of stakeholders.</p> <p>Politically astute and resilient, with the ability to manage conflict and ambiguity.</p> <p>Outcome focused, with the capability and tenacity to drive the agenda forward.</p> <p>Financially literate and commercially astute, with a sophisticated understanding of commercially orientated performance and financial management including contract management.</p>		
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	<p>Driven by change and business transformation particularly focussed on optimising the benefits of digitisation.</p> <p>Ability to translate and execute Government policy into cost effective workable operational solutions.</p> <p>Demonstrates clear leadership skills, supporting and encouraging others to achieve good performance and develop their potential.</p> <p>Proven ability to effectively manage a performance driven service and to meet set targets.</p> <p>Proven ability to lead and manage change: to identify, plan and implement opportunities for organisational development and improvement.</p> <p>Demonstrates the ability to develop productive relationships with a wide range of stakeholders, meeting the needs of various stakeholders and other interested parties.</p> <p>Demonstrates the ability to communicate to high standards in a manner appropriate to individual needs, by phone or in person or in writing.</p>		
Personal Attributes	Shows a personal commitment to the work of the organisation.		Application Form & Interview

	<p>Demonstrates a commitment to the provision of a high-quality customer service.</p> <p>Demonstrates a positive attitude to new challenges and a willingness to adapt to quickly to change.</p> <p>Commitment to the organisation's Equal Opportunities Policy and recognises, values, and celebrates difference.</p>		
Special Circumstances	Will undertake other duties and or times of work as may reasonably be required of you.	Full and valid driving licence would be an advantage.	Application Form and Interview

Future Generations Assessment Evaluation

(includes Equalities and Sustainability Impact Assessments)






<p>Name of the Officer completing the evaluation:</p> <p>Tracey Thomas</p> <p>Phone no: 07581 567679 E-mail: tthomas@cardiff.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <p>To set out the progress regarding the workforce transition from Cardiff Capital Region to the CJC</p>
<p>Proposal: Update on the transition to the CJC from a Workforce perspective</p>	<p>Date Future Generations Evaluation form completed: 22 May 2023</p>

1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The report sets out the progress of moving staff resources into the CJC to create the capacity, capability and resource to deliver against the core objectives of the CJC.</p>	<p>To develop cross-sectoral and multi-disciplinary teams that bring new knowledge and perspectives to add value.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>The resource in the CJC will deliver projects which emphasise sustainable and inclusive growth to meet the well-being objectives</p>	
<p>A healthier Wales</p>	<p>As above</p>	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
People's physical and mental wellbeing is maximized and health impacts are understood		
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	As above.	
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	As above	
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The resource within the CJC will seek to ensure that training and employment opportunities are provided for all regardless of their background and circumstances	Opportunities will be taken to advance the skills and talent within all communities, with an emphasis being placed in areas of most need.

2. How has your proposal embedded and prioritized the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The report identifies the immediate needs as well as longer term proposals</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The transfer of the resources under TUPE means that the relationships with partners remain intact to allow for the delivery of objectives.</p>	
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>		
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The transfer of staff as identified in the report provides continuity of resource which will mitigate challenges, issues and risks around continuity of delivery.</p>	
 <p>Integration</p> <p>Considering impact on all wellbeing goals together and on other bodies</p>		

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The proposals are neutral in their direct affect, however future plans around policies and procedures will support the recruitment and advancement of people with protected characteristics		
Disability	As above		
Gender reassignment	As above		
Marriage or civil partnership	As above		
Pregnancy or maternity	As above		
Race	As above		
Religion or Belief	As above		
Sex	As above		
Sexual Orientation	As above		
Welsh Language	As above		

4. Safeguarding & Corporate Parenting. Are your proposals going to affect either of these responsibilities?

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not directly relevant –however, all staff transferring have a safeguarding duty in their job description		

Corporate Parenting	Not directly relevant – however future policies introduced into the CJC will demonstrate the commitment to the corporate parenting responsibilities across the region.		
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5. What evidence and data has informed the development of your proposal?

Legal and benchmarking advice.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The proposal will ensure continuity of delivery of projects which support the economic development and well-being of the region

7. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	As per annual business plan objective
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