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## APPOINTMENT OF INTERIM DEPUTY MONITORING OFFICER

### REPORT OF CARDIFF CAPITAL REGION DIRECTOR

#### AGENDA ITEM: 9

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##### Reasons for report

1. To note and agree the arrangements for the provision of a new Interim Deputy Monitoring Officer and Interim Monitoring Officer for the Cardiff Capital Region City Deal Joint Committee.

##### Background

2. The Joint Working Agreement which established the Cardiff Capital Region City Deal Joint Committee provides that Cardiff Council, as Accountable Body, will provide for its Monitoring Officer or their nominated deputy to act as Monitoring Officer to the Joint Committee.
3. James Williams, the current Deputy Monitoring Officer of Cardiff Council and nominated Monitoring Officer for the City Deal Joint Committee has now resigned and will be leaving Cardiff Council at the end of October. Under separate arrangements, he is also the Interim Monitoring Officer to the CJC. A separate report has been taken to CJC.
4. Cardiff Council has sourced a suitably qualified Interim Monitoring Officer for City Deal / Corporate Joint Committee functions, namely Jayne La Grua, who is to be appointed by Cardiff Council as a locum and is due to start work on 11th October 2023.
5. Jayne La Grua is a barrister, who has specialised in criminal prosecutions, but has latterly focused her career on local government. Having suitable experience at a number of local authorities, she has demonstrated that she has the knowledge and expertise to act as interim/Deputy Monitoring Officer from this period.
6. There is to be a handover period of approximately 3 weeks and it is therefore proposed that Jayne La Grua will be appointed by the Monitoring Officer of Cardiff Council as Interim Deputy Monitoring Officer for the City Deal Joint Committee for the period running from 11<sup>th</sup> October 2023 to 26<sup>th</sup> October 2023 (the last working day for Cardiff Council's Monitoring Officer).

7. In order for Cardiff Council to designate Jayne La Grua as the new Interim Monitoring Officer from the 1<sup>st</sup> November 2023 (when the current Monitoring Officer for the City Deal will have left the position), it is proposed to take a report to Cardiff's full Council meeting on the 26<sup>th</sup> October 2023. This report will also designate Ms La Grua as Interim Deputy Monitoring Officer for the City Deal during the intervening period running from 27<sup>th</sup> October to 31<sup>st</sup> October.
8. Regional Cabinet is recommended to note and agree the proposed arrangements for Cardiff Council, as Accountable Body, to continue to discharge the Monitoring Officer role for the City Deal, in accordance with the Joint Working Agreement.
9. Service Level Agreements have been entered into with Cardiff Council previously and/or continued to operate in practice and it is proposed that either the current Agreement will be amended or a new Service Level Agreement entered into to reflect the proposed arrangements set out in this report.

### **Reason for Recommendations**

10. To note the arrangements for the provision of a new interim/deputy monitoring officer to the Cardiff Capital Region City Deal Joint Committee and to update/replace any service level agreements as required.

### **Financial Implications**

11. The cost of the replacement interim Monitoring Officer can be met from within existing resources approved in respect of the Joint Committee's 2023/24 revenue budget. Specifically, as outlined in the Month 04 Joint Committee Revenue Budget Monitoring Position Report, there will be an underspend against the Accountable Body Legal Services budget which will be used to fund these costs.

### **Legal Implications**

12. Clause 5.1.5 of the Joint Working Agreement provides that Cardiff Council as Accountable Body will, without assuming responsibility for the delivery of any specific City Deal project provide its monitoring officer (or their nominated deputy) to act as monitoring officer to the Joint Committee. Clause 10.17 also states that that the Accountable Body's monitoring officer (or their nominated deputies) shall act as the monitoring officer to the Joint Committee.

### **Well-being of Future Generations (Wales) Act 2015**

13. In considering this matter, regard should also 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 authorities 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 religion or 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 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.

14. 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 as an appendix to this report.

## **RECOMMENDATIONS**

15. It is recommended that Regional Cabinet:

- (1) notes and agrees the proposed arrangements set out in the body of the report to enable Cardiff Council, as Accountable Body, to continue to discharge the Monitoring Officer role for the City Deal Joint Committee, in accordance with the Joint Working Agreement;
- (2) specifically, notes that Jayne La Grua is to be appointed by Cardiff Council to act as Interim Deputy Monitoring Officer of the City Deal Joint Committee from 11<sup>th</sup> October 2023 and, subject to approval by Cardiff Council on 26<sup>th</sup> October 2023, is to be designated as Interim Monitoring Officer for the City Deal Joint Committee with effect from 1 November 2023; and
- (3) authorises the Cardiff Capital Region Director to make any necessary arrangements on behalf of the Regional Cabinet in relation to the Interim Monitoring Officer appointments, including entering into or amending any agreements including any service level agreements with Cardiff Council.

**Kellie Beirne**  
**Director**  
**Cardiff Capital Region**  
**9 October 2023**

### **Appendix**

Appendix 1: Well-being of Future Generations Assessment

# Future Generations Assessment Evaluation (includes Equalities and Sustainability Impact Assessments)






<b>Name of the Officer completing the evaluation:</b>  Kellie Beirne  <b>E-mail:</b> kellie.beirne@cardiff.gov.uk	<b>Please give a brief description of the aims of the proposal</b>  To appoint a new Monitoring Offer for the CCR City Deal
<b>Proposal:</b> To seek approval of the appointment of a new Interim Monitoring Officer for CCR City Deal.	<b>Date Future Generations Evaluation form completed:</b> 9 October 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?
<b>A prosperous Wales</b> Efficient use of resources, skilled, educated people, generates wealth, provides jobs	The report sets the recruitment of specialist staff resources into the CCR City Deal to create the capacity, capability and resource to deliver against the core objectives of the CCR City Deal.	To develop cross-sectoral and multi-disciplinary teams that bring new knowledge and perspectives to add value.
<b>A resilient Wales</b> Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	The resource in the CCR City Deal will support the delivery projects which emphasise sustainable and inclusive growth to meet the well-being objectives	
<b>A healthier Wales</b> People's physical and mental wellbeing is maximized and health impacts are understood	As above	

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?
<b>A Wales of cohesive communities</b> Communities are attractive, viable, safe and well connected	As above.	
<b>A globally responsible Wales</b> Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	As above	
<b>A Wales of vibrant culture and thriving Welsh language</b> Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation		
<b>A more equal Wales</b> People can fulfil their potential no matter what their background or circumstances	The resource within the CCR City Deal 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 for the specialist function of the Monitoring Officer</p>	
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>The change in personnel with a suitable handover period 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>Over the longer term, wider views on how this service may be provided may consider a different approach.</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>	<p>The approach proposed will mean a continuation of the current service and therefore minimizes the impacts on the organisation and other partners and stakeholders.</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.**

<b>Protected Characteristics</b>	<b>Describe any positive impacts your proposal has on the protected characteristic</b>	<b>Describe any negative impacts your proposal has on the protected characteristic</b>	<b>What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?</b>
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?**

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



Corporate Parenting	Not directly relevant – however future policies introduced into the CCR City Deal 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