



## ***CYD-BWYLLGOR CORFFOREDIG DE-ORLLEWIN CYMRU***

***10.00 AM DYDD MAWRTH, 6 MEHEFIN 2023***

***O BELL TRWY TEAMS***

**Rhaid gosod pob ffôn symudol ar y modd distaw ar gyfer parhad y cyfarfod**

### **Gweddarlledu/Cyfarfodydd Hybrid:**

Gellir ffilmio'r cyfarfod hwn i'w ddarlledu'n fyw neu'n ddiweddarach drwy wefan y cyngor. Drwy gymryd rhan, rydych yn cytuno i gael eich ffilmio ac i'r delweddau a'r recordiadau sain hynny gael eu defnyddio at ddibenion gweddarlledu a/neu hyfforddiant o bosib.

1. Penodi Cadeirydd ac Is-gadeirydd ar gyfer Cyd-bwyllgor Corfforedig De-orllewin Cymru (*Tudalennau 5 - 8*)
2. Croeso a chyhoeddiadau'r Cadeirydd
3. Datganiadau o fuddiannau
4. Cofnodion y Cyfarfod Blaenorol (*Tudalennau 9 - 22*)
  - 24 Ionawr 2023
  - 30 Mawrth 2023
5. Blaenraglen Waith (*Tudalennau 23 - 26*)
6. Ailgyfansoddiad Cyd-bwyllgor Corfforedig De-orllewin Cymru (*Tudalennau 27 - 36*)
7. Rhoi Statws Aelod Cyfetholedig i Gadeirydd y Bartneriaeth Dysgu a Sgiliau Rhanbarthol (*Tudalennau 37 - 40*)
8. Cynnig Polisi'r Parth Buddsoddi (*Tudalennau 41 - 48*)

9. Rhagolwg Alldro a Datganiad Blynyddol Cyn-archwilio 2022/23  
(*Tudalennau 49 - 58*)
10. Eitemau brys  
Unrhyw eitemau brys yn ôl disgrisiwn y Cadeirydd yn unol ag  
Adran 100BA(6)(b) o Ddeddf Llywodraeth Leol 1972 (fel y'i  
diwygiwyd)

**K.Jones**  
**Prif Weithredwr**

**Canolfan Ddinesig**  
**Port Talbot**

**Dydd Mawrth, 30 Mai 2023**

**Aelodaeth y Pwyllgor:**

**Cadeirydd:** Y Cynghorydd R.Stewart

**Is-gadeirydd:** Y Cynghorydd D.Price

**Cynghorwyr:** D.Simpson a/ac S.K.Hunt, M.Battle, M.Hughes,  
E.Woollett a/ac P.Boyle

**Parc**

**Cenedlaethol**

**Cynrychiolwyr:** A.Edwards a/ac T.Jones

**Aelodau**

**Cyfetholedig:** M.Battle, M.Hughes, E.Woollett a/ac P.Boyle

## **SOUTH WEST WALES CORPORATE JOINT COMMITTEE**

### **Report of the Monitoring Officer**

**6<sup>th</sup> June 2023**

**Report Title: Appointment of Chair and Vice Chair for South West Wales Corporate Joint Committee**

|                          |  |
|--------------------------|--|
| <b>Purpose of Report</b> | To appoint a Chair and Vice Chair of the South West Wales Corporate Joint Committee  |
| <b>Recommendation</b>    | That members of the South West Wales Corporate Joint Committee appoint a Chair and Vice Chair of the South West Wales Corporate Joint Committee to be in office until the date of the next annual meeting. |
| <b>Report Author</b>     | Craig Griffiths  |
| <b>Finance Officer</b>   | N/A  |
| <b>Legal Officer</b>     | Craig Griffiths  |

#### **Background:**

1. The meetings of the South West Wales Corporate Joint Committee (“CJC”) must be chaired by the chair appointed by the members of the CJC, or if the chair is absent, the vice-chair.
2. At the first meeting of the CJC the appointment of a chairperson and vice-chairperson is to be the first business transacted, and the council member for Carmarthenshire County Council must chair the meeting until the chairperson is appointed (and the chairperson is to chair the remainder of the meeting).
3. At each annual general meeting of the CJC the continuing appointment of the chair and vice-chair must be confirmed, or a new chair, vice-chair, or both must be appointed.
4. The chair and vice-chair must be appointed from among the members of the CJC from the constituent councils – for the avoidance of doubt the

National Park Authorities shall not be entitled to be voted in as chair or vice-chair.

5. The chair and vice-chair must be appointed or confirmed by the CJC members and any other members entitled to vote on the matter.
6. A person appointed as chair or vice-chair may at any time resign that office by notice in writing given to the other members.
7. If a vacancy arises in the office of chair or vice-chair, an appointment to fill the vacancy must be made at the first meeting of the CJC held after the vacancy has arisen.
8. If the office of chair is vacant, the vice-chair may carry out the functions of chair until the vacancy is filled.
9. Where the offices of both chair and vice-chair are simultaneously vacant, a meeting of the CJC must be chaired, until one of the vacancies is filled, by the council member for Carmarthenshire County Council.
10. Members should note that the Chair does not have a casting vote other than in respect of strategic planning.

### **Financial Impacts:**

11. There are no financial impacts associated with this report

### **Integrated Impact Assessment:**

12. The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
  - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not.
  - Deliver better outcomes for those people who experience socio-economic disadvantage
  - Consider opportunities for people to use the Welsh language
  - Treat the Welsh language no less favourably than English.

- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

13. The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
14. There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and that this report is to establish governance arrangements in accordance with legislation. This will be kept under review with any future reports considering whether impacts require consideration.

#### **Workforce Impacts:**

15. There are no workforce impacts associated with this report.

#### **Legal Impacts:**

16. Part 5 of the LGE Act provides for the establishment, through regulations, of CJCs and compliance will be had with this and other legislative obligations in the establishment of CJCs. In particular the South West Wales Corporate Joint Committee Regulations came into force on 1<sup>st</sup> April 2021 and set out an initial framework for example, that the CJC should be established and the timeframes for the discharging of specific functions.

#### **Risk Management Impacts:**

17. Without appointing an appropriate chairperson, meetings of the CJC would not be able to be held.

#### **Consultation:**

18. There is no requirement for public consultation in respect of this report.

#### **Reasons for Proposed Decision:**

19. To ensure appropriate governance arrangements are in place for the CJC

#### **Implementation of Decision:**

20. This decision is proposed for immediate implementation

**Appendices:**

21. None

**List of Background Papers:**

22. None

## CYD-BWYLLGOR CORFFOREDIG DE-ORLLEWIN CYMRU

(O Bell Trwy Teams)

Aelodau sy'n Bresennol:

Dydd Mawrth, 24 Ionawr 2023

**Cadeirydd:** Cynghorydd D.Price

**Cynghorwyr:** D.Simpson, S.K.Hunt a/ac D.Hopkins

**Parc Cenedlaethol  
Cynrychiolwyr:** A.Edwards a/ac T.Jones

**Swyddogion sy'n  
Bresennol:** M.Nicholls, W.Walters, W.Bramble, K.Jones,  
C.Griffiths, C.Moore, O.Enoch, C.O'brien,  
C.Plowman, D.Griffiths, S.Jones, M.Holder a/ac  
M.Wade

---

### 1. CROESO A CHYHOEDDIADAU'R CADEIRYDD

Croesawodd y Cadeirydd bawb i'r cyfarfod.

### 2. DATGANIADAU O FUDDIANNAU

Ni dderbyniwyd unrhyw ddatganiadau o fuddiannau.

### 3. BLAENRAGLEN WAITH

Nodwyd y Blaenraglen Waith.

### 4. SIARTER ARCHWILIO MEWNOL

Rhoddwyd adroddiad i'r Pwyllgor a oedd yn ymwneud â'r trefniadau llywodraethu y bydd y Gwasanaeth Archwilio Mewnol yn cydymffurfio â nhw ar gyfer Cyd-bwyllgor Corfforedig De-orllewin Cymru.

Cynhaliwyd trafodaeth o ran pwysigrwydd y Siarter Archwilio Mewnol, gan ei bod yn cryfhau trefniadau llywodraethu presennol Cyd-bwyllgor Corfforedig De-orllewin Cymru; roedd y Siarter yn cydymffurfio â Safonau Archwilio Mewnol y Sector Cyhoeddus a sefydlwyd yn 2013.

Amlygwyd mai cenhadaeth Archwilio Mewnol oedd gwella a diogelu gwerth sefydliadol drwy ddarparu sicrwydd, cyngor a mewnwelediad gwrthrychol yn seiliedig ar risgiau, a gynlluniwyd i ychwanegu gwerth a gwella gweithrediadau'r sefydliadau.

Ar ben hynny, eglurwyd bod y Siarter Archwilio Mewnol yn amlinellu cyfrifoldebau penodol Gwasanaeth Archwilio Mewnol y cyngor enwebedig; a oedd yn cynnwys cyfrifoldebau a hawliau mynediad penodol i bobl a dogfennau pan oedd eu hangen. Soniwyd hefyd fod disgwyliadau o ran sut y bydd Archwilwyr Mewnol yn ymgymryd â'u gwaith o ran gofal proffesiynol, uniondeb, annibyniaeth a didueddrwydd hefyd wedi'u hysgrifennu yn y Siarter; yn ogystal â disgwyliadau a chyfrifoldebau'r Pennaeth Archwilio Mewnol enwebedig, gan Gyngor Bwrdeistref Sirol Penfro.

Nodwyd y bydd y Siarter yn cael ei hadolygu o bryd i'w gilydd gan y Pennaeth Archwilio Mewnol (Cyngor Bwrdeistref Sirol Penfro). Yn ogystal, cadarnhawyd bod y Siarter Archwilio Mewnol wedi'i hadrodd i Is-Bwyllgor Llywodraethu ac Archwilio Cyd-bwyllgor Corfforedig De-orllewin Cymru; a phe bai angen unrhyw ddiwygiadau, bydd yn cael ei gymryd yn ôl i'r Is-Bwyllgor hwn.

#### **PENDERFYNWYD:**

Bod y Cyd-bwyllgor yn ystyried a chymeradwyo'r Siarter Archwilio Mewnol drafft ar gyfer Cyd-bwyllgor Corfforedig De-orllewin Cymru.

#### **5. CYLCH GORCHWYL DIWEDDAREDIG Y PWYLLGOR LLYWODRAETHU AC ARCHWILIO**

Darparwyd y cylch gorchwyl diweddaredig i Aelodau ar gyfer yr Is-Bwyllgor Llywodraethu ac Archwilio Cyd-bwyllgor Corfforedig De-orllewin Cymru.

Eglurwyd, yn ystod cyfarfod cyntaf Is-Bwyllgor Llywodraethu ac Archwilio Cyd-bwyllgor Corfforedig De-orllewin Cymru, gofynnodd Aelodau'r Pwyllgor a ellid strwythuro eu cylch gorchwyl yn unol â chanllawiau Sefydliad Siartredig Cyllid Cyhoeddus a Chyfrifyddiaeth diweddar ar Bwyllgorau Archwilio.

Dyweddodd Swyddogion fod yr adroddiad a ddosbarthwyd yn cynnwys manylion ynghylch y diwygiadau strwythurol i gylch gorchwyl yr Is-Bwyllgor.

#### **PENDERFYNWYD:**



Bod Aelodau'n cytuno ar y cylch gorchwyl diwygiedig i'r Is-bwyllgor Llywodraethu ac Archwilio fel y nodir yn Atodiad 1 o'r adroddiad a ddsbarthwyd.

6. **CYNLLUN PENSIWN LLYWODRAETH LEOL YR AWDURDOD GWEINYDDU**

Rhoddodd Swyddogion adroddiad yn manylu ar awdurdod gweinyddu Cynllun Pensiwn Llywodraeth Leol (CPLIL) a ddewiswyd ar gyfer Cyd-bwyllgor Corfforedig De-orllewin Cymru; cadarnhawyd mai Cyngor Sir Caerfyrddin oedd hwn.

Eglurwyd bod Llywodraeth Cymru wedi cysylltu â Swyddogion ym mis Rhagfyr 2022, a oedd yn gweithio gyda Llywodraeth y DU ynghylch deddfwriaeth y DU mewn perthynas â Chyd-bwyllgorau Corfforedig; roedd gan bob rhanbarth derfyn amser byr i ddarparu awdurdod gweinyddu Cynllun Pensiwn Llywodraeth Leol (CPLIL) o'u dewis i Lywodraeth Cymru. Hysbyswyd yr Aelodau mai'r rheswm dros y cais hwn oedd oherwydd bod Llywodraeth Cymru am ychwanegu hyn i'r ddeddfwriaeth, fel rhan o ddatblygiad Gorchymyn Adran 150.

Wrth benderfynu ar yr awdurdod gweinyddu ar gyfer Cyd-bwyllgor Corfforedig De-orllewin Cymru, dywedodd y Swyddogion eu bod wedi canolbwyntio ar ddau opsiwn; Cronfa Bensiwn Dyfed a weithredir gan Gyngor Sir Caerfyrddin a Chronfa Bensiwn Dinas a Sir Abertawe a weithredir gan Gyngor Abertawe.

O ran buddion pensiwn i ddarpar weithwyr y Cyd-bwyllgor Corfforedig, eglurwyd bod y ddau gynllun pensiwn posib yn union yr un peth; gan fod buddion y cynlluniau yn cael eu pennu gan ddeddfwriaeth y DU.

Nodwyd bod Cyngor Sir Caerfyrddin yn darparu'r cymorth ariannol i'r Cyd-bwyllgor Corfforedig, ac ef oedd yr awdurdod gweinyddu ar gyfer Cronfa Bensiwn Dyfed; roedd Swyddog Adran 151 Cyngor Sir Caerfyrddin hefyd yn Swyddog Adran 151 ar gyfer y Cyd-bwyllgor Corfforedig a Chronfa Bensiwn Dyfed. Yn ogystal, cyflogwyd unig weithiwr y Cyd-bwyllgor Corfforedig ar hyn o bryd, drwy Gyngor Sir Caerfyrddin; a dyna pam y daethpwyd i'r casgliad y dylid defnyddio Cronfa Bensiwn Dyfed.

Hysbyswyd y Pwyllgor fod y Swyddog Adran 151 wedi ymgynghori â chydweithwyr yng Nghyngor Abertawe, a oedd yn cefnogi defnyddio Cronfa Bensiwn Dyfed ar gyfer y Cyd-bwyllgor Corfforedig. Ychwanegwyd bod yr adroddiad a ddsbarthwyd yn rhoi'r wybodaeth

ddiweddaraf i Aelodau'r Cyd-bwyllgor Corfforedig ynghylch y mater hwn.

## **7. Y DIWEDDARAF AM Y PORTHLADD RHYDD A'R GOBLYGIADAU I'R CYNLLUN YNNI RHANBARTHOL**

Cafodd yr Aelodau yr wybodaeth ddiweddaraf am gyflwyniad Porthladdoedd Rhydd a sut mae cais llwyddiannus am Borthladd Rhydd yn cyd-fynd â'r weledigaeth a'r blaenoriaethau yn y Strategaeth Ynni Rhanbarthol a'r Cynllun Cyflawni Economaidd Rhanbarthol.

Cadarnhawyd ers cyfarfod olaf Cyd-bwyllgor Corfforedig De-orllewin Cymru fod cais wedi ei gyflwyno'n ffurfiol i'r ddwy lywodraeth am Borthladd Rhydd a fyddai'n gwasanaethu porthladd Aberdaugleddau a phorthladd Port Talbot.

Diolchwyd i gydweithwyr yng Nghyngor Abertawe a Chyngor Sir Caerfyrddin am y llythyrau cefnogi a gyflwynwyd ganddynt i'r ddau a oedd yn gwneud y penderfyniadau yn y broses.

Ers i'r cais gael ei gyflwyno, tynnodd swyddogion sylw at y ffaith eu bod wedi bod yn canolbwyntio eu hymdrechion ar y cyd ar wneud yn siŵr fod pobl yn ymwybodol o sail y cais, a'u bod yn falch o gyhoeddi bod dros 100 o sefydliadau a oedd bellach yn cefnogi'r cais yn gadarnhaol. Soniwyd y disgwyliwyd y penderfyniad ar y cais tua dechrau mis Mawrth 2023.

Yn y cyfamser, esboniodd Swyddogion eu bod wedi bod yn manteisio ar gyfleoedd yn ymwneud â ffermydd gwynt ar y môr arnofiol a'r agenda adnewyddadwy yn benodol, er mwyn cysylltu â chydweithwyr Undebau Llafur i drafod yr ymrwymïadau gwaith teg a oedd wedi'u cynnwys yn y cais am Borthladd Rhydd; bydd cyfarfodydd hefyd yn cael eu cynnal gyda phrifysgolion a cholegau ar draws y rhanbarth yn ystod yr wythnosau nesaf, i ddechrau archwilio'r cyfleoedd sy'n ymwneud â sgiliau a hyfforddiant, a'r sector arloesi cyfan.

Awgrymodd y Prif Weithredwr fod Aelodau'r Cyd-bwyllgor Corfforedig yn cymryd rhan mewn gweithdy i ystyried y canlynol mewn perthynas â'r cais am Borthladd Rhydd:

- Trafod a deall pa fuddion y gallai'r cais eu cynnig
- Ymateb i bwyntiau yr oedd cydweithwyr wedi eu codi o ran sut i sicrhau bod y rhanbarth cyfan yn elwa o'r cais hwn

- Nodi sut y mae'r cais yn cysylltu â dyheadau datblygu economaidd ac ynni'r Cyd-bwyllgorau Corfforedig
- Rhoi sylw i gyfleoedd posib y cais ledled gweddill Cymru a thu hwnt

Roedd yr holl arweinwyr a oedd yn bresennol yn cefnogi cynnal gweithdy am gais am Borthladd Rhydd ar gyfer Aelodau Cyd-bwyllgor Corfforedig De-orllewin Cymru.

Awgrymwyd ysgrifennu llythyr ar ran Cyd-bwyllgor Corfforedig De-orllewin Cymru, i nodi ei gefnogaeth i'r cais; byddai cydweithwyr yn y Tîm Cyfathrebu'n gallu adlewyrchu llais pob arweinydd wrth ddrafftio'r llythyr.

Roedd pob arweinydd a oedd yn bresennol o blaid llunio llythyr i adlewyrchu cefnogaeth Cyd-bwyllgorau Corfforedig De-orllewin Cymru am y cais am Borthladd Rhydd.

## 8. **Y GYLLIDEB AR GYFER BLWYDDYN ARIANNOL 2023/24**

Roedd yr adroddiad a ddosbarthwyd yn gofyn i Aelodau gytuno a gosod cyllideb Cyd-bwyllgor Corfforedig De-orllewin Cymru ar gyfer blwyddyn ariannol 2023/24.

Eglurwyd mai Cyd-bwyllgor Corfforedig De-orllewin Cymru oedd yn gyfrifol am osod ei gyllideb a chytuno ar yr ardoll i awdurdodau cyfansoddol; roedd yn rhaid gosod a chytuno ar hyn cyn 31 Ionawr 2023.

Yng nghyfarfod olaf Cyd-bwyllgor Corfforedig De-orllewin Cymru, a gynhaliwyd ar 7 Rhagfyr 2022, cyflwynwyd adroddiad drafft i'r Aelodau ar y gyllideb ar gyfer 2023/24; yn ogystal â rhoi arwydd cynnar i'r Cyd-bwyllgor Corfforedig ei hun, roedd hefyd yn caniatáu i Swyddogion roi arwyddion i'r awdurdodau cyfansoddol, at eu dibenion cyllidebu eu hunain, yn enwedig o ran yr ardoll. Yn ystod y cyfarfod, ystyriodd y Pwyllgor dri opsiwn; gan ystyried y pwysau a'r heriau ariannol sylweddol roedd pob awdurdod lleol yn eu hwynebu.

- Yr opsiwn cyntaf oedd cytuno i flaenoriaethu gwaith Cyd-bwyllgor Corfforedig De-orllewin Cymru a gosod ardoll yn unol â hynny; gyda chyllideb o tua £1.5 miliwn;
- Opsiwn arall a ystyriwyd oedd atal holl weithgareddau Cyd-bwyllgor Corfforedig De-orllewin Cymru; byddai hyn wedi dwyn her gyfreithiol heb gymeradwyaeth gan Lywodraeth Cymru;

- Yr opsiwn y cytunodd y Pwyllgor arno oedd gwneud cyn lleied â phosib yn 2023/24 a lleihau maint y gyllideb, gyda gwaith cyfyngedig yn cael ei wneud ym mhob un o'r ffrydiau gwaith; byddai hyn yn caniatáu i gynnydd gael ei wneud ar bob un o'r pedair ffrwd waith, fodd bynnag mewn modd llawer arafach.

Eglurwyd bod yr adroddiad a ddosbarthwyd yn adlewyrchu'r opsiwn a ddewiswyd i wneud y lleiaf posib, ac roedd yn aildrefnu rhai o'r cyllidebau yn unol â hynny. Ychwanegodd Swyddogion fod y gyllideb arfaethedig yn cyd-fynd â'r gyllideb a osodwyd ar gyfer y flwyddyn bresennol; gosodwyd hyn ar oddeutu £575,000, a gosodwyd y gyllideb arfaethedig ar gyfer 2023/24 ar oddeutu £617,000.

Hysbyswyd yr Aelodau fod pedair ffrwd waith clir o'r Cyd-bwyllgor Corfforedig, a bod swm gwerth £20,000 wedi'i ddyrannu i bob un; roedd yr adroddiad yn nodi bod £140,000 hefyd wedi ei neilltuo ar gyfer cynllunio a rheoli rhaglenni, a fyddai'n cynnwys gwaith ar y Cynllun Corfforaethol, a nodi'r camau a'r mesurau amrywiol y mae angen eu datblygu drwy hynny.

Cyfeiriwyd at y camau allweddol, fel y nodir yn yr adroddiad a ddosbarthwyd, ar gyfer yr Is-Bwyllgorau; mae'r gweithredoedd yn nodi'n glir rai o'r syniadau cychwynnol ar y gwaith y bydd angen ei wneud.

Daethpwyd i'r casgliad na fyddai Awdurdodau Parciau Cenedlaethol yn derbyn ardoll ar gyfer blwyddyn ariannol 2023/24, gan nad oedd gwerth £20,000 yn cael ei ystyried yn ddigon sylweddol i weithredu ardoll. Yn ogystal, nodwyd bod gofyniad yn y ddeddfwriaeth, o ran Awdurdodau Parciau Cenedlaethol, mai ar gyfer eu hardal berthnasol yn unig y byddai ardoll yn cael ei chodi, sef cynllunio strategol. Cadarnhaodd Swyddogion y byddai'r trefniant yma'n gyson â chyllideb y llynedd, oherwydd y gweithgarwch cyfyngedig o ran y datblygiad cynllunio strategol.

Roedd yr Aelodau'n ymwybodol o gamgymeriad swm ar adran 2.4 o'r adroddiad a ddosbarthwyd; Dylai'r ffigur ddarllen £140,000.

Hysbyswyd y Pwyllgor fod y gyllideb wedi'i rhannu'n dair elfen allweddol, rhoddodd y Swyddog Adran 151 drosolwg byr o'r elfennau hyn:

- Cyd-bwyllgor a Phwyllgor y Corff Atebol – costau amcangyfrifedig o oddeutu £263,000
- Is-bwyllgorau – costau amcangyfrifedig o oddeutu £220,000

- Swyddfa Rheoli Rhanbarthol – costau amcangyfrifedig o oddeutu £134,000

Yn dilyn yr uchod, amlygwyd y byddai cyfanswm y gyllideb o £617,000 yn cael ei rannu rhwng y pedwar awdurdod lleol; roedd y dyraniad yn seiliedig ar faint y boblogaeth, sef yr un broses o ddyrannu ers pennu cyllideb y llynedd. Soniwyd y gellid dod o hyd i ardoll yr awdurdod lleol yn yr adroddiad a ddsbarthwyd.

Roedd atodiad B yr adroddiad a ddsbarthwyd yn cynnwys crynodeb o weithgareddau allweddol Cyd-bwyllgor Corfforedig De-orllewin Cymru, y disgwyliai Swyddogion wneud cynnydd arnynt yn seiliedig ar y gyllideb a gynigiwyd ar gyfer 2023/24; byddai rhagor o fanylion ynghylch y gweithgareddau hyn yn cael eu cynnwys yn y Cynllun Corfforaethol, gan gynnwys amserlenni a chanlyniadau.

Cynhaliwyd trafodaeth o ran y Cynllun Trafnidiaeth Rhanbarthol (CTRh), yr oedd arweinwyr wedi nodi yn y gorffennol eu bod am ei flaenoriaethu dros y 12 mis nesaf. Eglurwyd bod swyddogion wedi atgoffa Llywodraeth Cymru cyn cyfnod y Nadolig eu bod eto i gyhoeddi unrhyw ganllawiau ffurfiol ynghylch y CTRh na'r Cynllun Datblygu Strategol (CDS); yn dilyn hyn, cadarnhawyd bod canllawiau drafft ar y CTRh wedi eu derbyn. Hysbyswyd yr Aelodau fod pryderon yn cael eu codi, ledled Cymru, mewn perthynas â chostau'r CTRh a'r CDS; byddai'n bwysig parhau i drafod gyda Llywodraeth Cymru er mwyn nodi pwy fydd yn rhoi adnoddau ar gyfer y gwaith sylweddol hwn.

O ran y CDS, nodwyd bod y llawlyfr drafft gyda gweithwyr proffesiynol er mwyn iddynt gyflwyno sylwadau ar hyn o bryd; nid oedd y gwaith yma'n debygol o wneud cynnydd sylweddol dros y flwyddyn nesaf oherwydd y pwysau ar adnoddau dynol ac ariannol. Amlygwyd y byddai'r ffocws ar dderbyn y sylwadau ar y llawlyfr drafft, a chael trafodaethau gyda Llywodraeth Cymru ynghylch ariannu'r gwaith hwn yn y dyfodol.

Rhoddwyd rhagor o wybodaeth i'r Aelodau am y gwaith oedd ar y gweill yn y rhanbarth o ran datblygiad economaidd. Eglurwyd y bydd Swyddogion yn mapio'r gweithgarwch hwn, ac yn darparu'r manylion mewn cyfarfod y Cyd-bwyllgor Corfforedig De-orllewin Cymru yn y dyfodol. Ychwanegwyd y bydd rhai elfennau o'r gwaith hwn yn cael eu cynnwys yn y Cynllun Corfforaethol, gan gynnwys yr isadeiledd datblygu economaidd ar draws y rhanbarth y gellid ei ddatblygu a'i symud ymlaen dros y flwyddyn nesaf.

Soniwyd, ochr yn ochr â'r gwaith yn ymwneud â chyfleoedd datblygu economaidd, fod Swyddogion Cyngor Sir Penfro yn arwain gwaith ar y Cynllun Ynni Rhanbarthol i nodi sut y gellid paratoi hyn a'i roi ar waith; roedd hyn yn cynnwys cefnogi awdurdodau lleol unigol gyda'u Cynlluniau Ynni Lleol eu hunain.

Tynnodd Swyddogion sylw at y ffaith y bydd angen mireinio'r trefniadau llywodraethu dros y 12 mis nesaf, ond byddai'r gwaith yn ymwneud â hyn yn llawer llai na'r flwyddyn flaenorol; byddai ffocws ar wreiddio llywodraethu a defnyddio'r strwythurau oedd ar waith.

Diolchwyd i bawb a fu'n rhan o ddatblygu'r gwaith, o ran y broses o bennu'r gyllideb.

### **PENDERFYNWYD:**

Y bydd Cyd-bwyllgor Corfforedig De-Orllewin Cymru yn:

- Ystyried a chymeradwyo gofyniad y gyllideb ar gyfer y Cyd-bwyllgor fel £617,753 - fel y nodir yn Atodiad A o'r adroddiad a ddsbarthwyd;
- Cymeradwyo'r ardoll yn seiliedig ar boblogaeth i'r awdurdodau cyfansoddol fel a ganlyn:

| <i><u>Ardoll yr Awdurdod Lleol</u></i> |                |
|--|----------------|
| Cyngor Dinas a Sir Abertawe (Ardoll)   | 215,203        |
| Cyngor Sir Caerfyrddin (Ardoll)        | 165,898        |
| CBS Castell-nedd Port Talbot (Ardoll)  | 126,022        |
| Cyngor Sir Penfro (Ardoll)             | 110,630        |
|  | <b>617,753</b> |

- Cymeradwyo crynodeb camau allweddol yr Is-Bwyllgor a nodir yn Atodiad B yr adroddiad a ddsbarthwyd; a bod awdurdod dirprwyedig yn cael ei roi i'r Prif Weithredwr i ymhelaethu ar y rhain fel rhan o'r broses o nodi'r amcanion lles, camau gweithredu/mesurau i'w cynnwys yn y Cynllun Corfforaethol Drafft

## 9. **EITEMAU BRYD**

Ni dderbyniwyd unrhyw eitemau brys.

## **CADEIRYDD**

## CYD-BWYLLGOR CORFFOREDIG DE-ORLLEWIN CYMRU

(O Bell Trwy Teams)

Aelodau sy'n Bresennol:

Dydd Iau, 30 Mawrth 2023

**Cadeirydd:** Cynghorydd D.Price

**Cynghorwyr:** D.Simpson, S.K.Hunt a/ac D.Hopkins

**Parc Cenedlaethol  
Cynrychiolwyr:** A.Edwards a/ac T.Jones

**Swyddogion sy'n  
Bresennol:** W.Walters, W.Bramble, G.Jones, D.Clements,  
K.Jones, C.Moore, O.Enoch, C.Griffiths,  
S.Rees, D.Griffiths, S.Pilliner, D.Thomas,  
S.Davies a/ac C.Plowman

---

1. **CROESO A CHYHOEDDIADAU'R CADEIRYDD**

Croesawodd y Cadeirydd bawb i'r cyfarfod.

2. **DATGANIADAU O FUDDIANNAU**

Ni dderbyniwyd unrhyw ddatganiadau o fuddiannau.

3. **COFNODION Y CYFARFOD BLAENOROL**

Cymeradwywyd cofnodion y cyfarfod blaenorol a gynhaliwyd ar 7 Rhagfyr 2022 fel cofnod cywir.

4. **BLAENRAGLEN WAITH**

Cadarnhawyd y byddai'r Blaenraglen Waith yn cael ei llenwi â gwybodaeth yn barod ar gyfer y cyfarfod nesaf; byddai'n bwysig sicrhau bod y Cynllun Corfforaethol, yn amodol ar ei gymeradwyaeth, yn llunio sail y pwyllgor dros y 12 mis nesaf.

Nodwyd y Flaenraglen Waith.

5. **CYD-BWYLLGOR CORFFOREDIG DE-ORLLEWIN CYMRU -  
BLAENRAGLEN WAITH Y PRIF WEITHREDWR**

Darparwyd adroddiad i'r Pwyllgor ynghylch y trefniadau arfaethedig ar gyfer Prif Weithredwr nesaf Cyd-bwyllgor Corfforedig De-Orllewin Cymru, yn unol â phenderfyniadau blaenorol a wnaed gan Gyd-bwyllgor Corfforedig De-Orllewin Cymru.

Eglurwyd, pan sefydlwyd Cyd-bwyllgor Corfforedig De-Orllewin Cymru, cynigiwyd bod rôl Prif Weithredwr Cyd-bwyllgor Corfforedig De-Orllewin Cymru'n cael ei gylchdroi'n flynyddol rhwng Prif Weithredwyr y Cynghorau Cyfansoddol; y Prif Weithredwr cyntaf a benodwyd oedd Karen Jones o Gyngor Bwrdeistref Sirol Castell-nedd Port Talbot.

Tynnodd swyddogion sylw at y ffaith mai'r cynnig a geir yn yr adroddiad a gylchredwyd oedd bod William Bramble o Gyngor Bwrdeistref Sir Penfro, yn cael ei benodi'n Brif Weithredwr nesaf Cyd-bwyllgor Corfforedig De-Orllewin Cymru; fodd bynnag, y bwriad oedd y byddai rôl newydd y Prif Weithredwr yn dechrau o 1 Tachwedd 2023. Nodwyd mai dyddiad Tachwedd 2023 fyddai'r dyddiad mwyaf priodol i'r trosglwyddiad hwn ddigwydd gan y bydd yn galluogi i ni ddod â threfniadau llywodraethu presennol i ben, a bydd Prif Weithredwr newydd ar waith cyn y broses o osod y gyllideb ar gyfer 2024/2025 a chyn sefydlu blaenoriaethau ar gyfer y flwyddyn sydd i ddod.

Mynegodd aelodau eu diolch i Karen Jones am y gwaith a wnaed yn y rôl fel Prif Weithredwr cyntaf Cyd-bwyllgor Corfforedig De-Orllewin Cymru.

**PENDERFYNWYD:**

- Bydd aelodau'n nodi bod rôl Prif Weithredwr Cyd-bwyllgor Corfforedig De-Orllewin Cymru yn cael ei gylchdroi'n flynyddol rhwng Prif Weithredwyr y Cynghorau Cyfansoddol, gan newid yn flynyddol;
- Bydd aelodau'n penodi Mr William Bramble, Prif Weithredwr Cyngor Sir Penfro, fel Prif Weithredwr Cyd-bwyllgor Corfforedig De Orllewin Cymru o 1 Tachwedd 2023 yn unol â'r trefniant hwn.

6. **CYNLLUN CORFFORAETHOL 2023-2028**



Cyflwynodd swyddogion y fersiwn derfynol o'r Cynllun Corfforaethol i'r pwyllgor ar gyfer 2023-2028, ar ôl i'r cyfnod ymgynghori ddod i ben. Nodwyd bod y Cynllun Corfforaethol yn cynnwys tri amcan lles, ynghyd ag amcan cydraddoldeb.

Nodwyd bod y Cynllun Corfforaethol wedi'i ddiwygio i gydnabod y sylwadau a dderbyniwyd yn dilyn y broses ymgynghori gyhoeddus. Dywedwyd wrth aelodau bod y cynllun yn seiliedig ar y gyllideb a gymeradwywyd yn gynharach yn y flwyddyn; Roedd swyddogion wedi diwygio'r rhaglen waith ar gyfer y 12 mis nesaf er mwyn cyd-fynd â'r buddsoddiad hwn.

Cynhaliwyd trafodaeth o ran y crynodeb o'r ymatebion a gafwyd o'r cyfnod ymgynghori, a'r amserlen o newidiadau a argymhellir i'r Cynllun Corfforaethol Drafft.

### **PENDERFYNWYD:**

- Bydd aelodau'n derbyn ac yn ystyried y sylwadau ymgynghori a dderbyniwyd ynghyd ag ymatebion swyddogion a'r argymhellion a ddarparwyd;
- Bydd aelodau'n rhoi'r awdurdod dirprwyedig i'r Prif Weithredwr wneud unrhyw fân ddiwygiadau golygyddol a/neu ddiwygiadau teipograffyddol i'r Cynllun a'r Aseiad Effaith Integredig (AEI) cyn ei gyhoeddi;
- Bydd aelodau'n cymeradwyo'r Cynllun i'w gyhoeddi'n ffurfiol fel y'i cwblhawyd.

## **7. CANLLAWIAU'R CYNLLUN TRAFNIDIAETH RHANBARTHOL**

Cafwyd trafodaeth o ran ymateb y Pwyllgor i arweiniad y Cynllun Trafnidiaeth Rhanbarthol (CTRh), a gyhoeddwyd yn ddiweddar gan Lywodraeth Cymru.

Eglurwyd bod y gwaith hwn yn deillio o'r dyletswyddau a osodwyd ar Gyd-bwyllgorau Corfforedig i ddatblygu a chynhyrchu CTRh. Dywedwyd wrth aelodau bod Llywodraeth Cymru wedi cyhoeddi'r fersiwn ddiweddaraf o'r Arweiniad Drafft ar Drafnidiaeth Rhanbarthol, lle'r oedd gofyn i swyddogion adolygu ac yna rhoi adborth i Lywodraeth Cymru. Cadarnhawyd bod Swyddogion Trafnidiaeth wedi cwblhau eu hadolygiad o'r arweiniad, er mwyn cynghori'r Cyd-bwyllgor Corfforedig, ac wedi crynhoi'r canfyddiadau allweddol o fewn yr adroddiad cylchredeg.

Rhoddwyd gwybod i'r pwyllgor bod gan swyddogion nifer o bryderon o ran amserlenni, dyletswyddau ac adnoddau; tynnwyd sylw at y prif bwyntiau canlynol:

- O ran adnoddau, byddai datblygu'r ffrwd waith hon yn ddarn o waith sylweddol. Bydd llawer o'r gwaith yn cael ei roi i'r adnoddau sydd eisoes dan bwysau ym mhob un o'r Awdurdodau Lleol;
- Cydnabuwyd bod angen penodi rheolwr rhaglen. Datblygwyd y disgrifiad swydd, a'r cam nesaf fyddai hysbysebu'r swydd;
- Roedd yr amserlenni ar gyfer datblygu'r CTRh yn uchelgeisiol iawn. Byddai angen gwneud llawer o waith astudio, a byddai'n heriol iawn o ran y manyldeb yr oedd ei angen;
- O ran y fframwaith polisi, roedd pryderon ynghylch yr ymagwedd o'r pen i'r gwaelod, a'r rhyddid i ddatblygu cynllun trafndiaeth a oedd yn addas at y diben ar gyfer y rhanbarth. Roedd gan lawer o'r fframwaith polisi ffocws cryf ar gynaliadwyedd, ond roedd angen canolbwyntio ar yr economi hefyd, gyda thrafnidiaeth yn ysgogwr allweddol ar gyfer sut i ddatblygu a gwella'r economi.
- Bu rhai awgrymiadau y byddai trefniant sy'n debyg i Gomisiwn Burn yn rhan o ddatblygu'r CTRh. Roedd hyn yn bryder gan fod y ddyletswydd ar gyfer cynhyrchu'r CTRh ar y Cyd-bwyllgor Corfforedig; ni fyddai cael haen ychwanegol o fiwrocratiaeth yn cael ei chefnogi, a byddai'n effeithio ar gyfrifoldebau democrataidd yr Awdurdodau Lleol sy'n ffurfio'r Cyd-bwyllgorau Corfforedig;
- Roedd pryderon ynghylch faint o waith dadansoddi data sy'n gysylltiedig â datblygu'r CTRh. Er bod sôn bod Trafnidiaeth Cymru'n cefnogi'r gwaith hwn, nid oedd eglurder o ran faint o gefnogaeth fyddan nhw'n gallu ei ddarparu, ac a fyddai cyllid ar gael i ddatblygu hynny. Yn ogystal â'r pryderon hyn, roedd gan Trafnidiaeth Cymru adnoddau cyfyngedig, ac roedd gofyn i ddatblygu'r CTRh ar draws y pedwar rhanbarth, a allai achosi problemau wrth geisio cael cefnogaeth gan Drafnidiaeth Cymru;
- Roedd pryderon hefyd o ran lefel yr adnoddau a fyddai'n cael ei ddyrannu i ddatblygu prosiectau a rhaglenni a fyddai'n dod o'r CTRh. Pan ddatblygwyd y cynlluniau i ddechrau yn 2010, roedd neges glir iawn i fod yn uchelgeisiol o ran ymyriadau trafndiaeth; Ond pan ddatblygwyd y rhaglen gwelwyd lleihad sylweddol yn swm yr arian a oedd ar gael. Roedd hyn yn golygu bod gan swyddogion raglen o brosiectau hynod uchelgeisiol ond nid oedd llawer o gyllid er mwyn ei chyflawni.

Ailadroddodd yr aelodau'r pryderon a godwyd gan swyddogion, gan dynnu sylw at bwysigrwydd codi'r rhain gyda Llywodraeth Cymru; yn enwedig o ran y cyllid, amserlenni, diffyg adnoddau a'r materion a all godi mewn perthynas â'r gwaith ymgynghori. Mynegodd y Pwyllgor fod yn rhaid i gynlluniau trafndiaeth fod yn uchelgeisiol, ond roedd yn rhaid iddynt hefyd fod yn realistig er mwyn iddynt gael eu rhoi ar waith ac er mwyn symud y gwaith hwn ymlaen.

**PENDERFYNWYD:**

- Bydd aelodau'n nodi'r dyletswyddau a'r gofynion o safbwynt trafndiaeth;
- Bydd aelodau'n cymeradwyo'r ymagwedd a gymerir i ymateb i'r gofynion a'r dyletswyddau, ac yn cymeradwyo'r ymateb i'r arweiniad Cynllun Trafndiaeth Rhanbarthol drafft (CTRh);
- Rhoi pwysau ar Lywodraeth Cymru am gyllid ychwanegol i hwyluso datblygiad arweiniad y Cynllun Trafndiaeth Rhanbarthol (CTRh).

8. **EITEMAU BRYD**

Ni dderbyniwyd unrhyw eitemau bryd.

**CADEIRYDD**

Mae'r dudalen hon yn fwriadol wag

**SOUTH WEST WALES CORPORATE JOINT  
COMMITTEE**

**FORWARD WORK PROGRAMME**

**2023-2024**

| Meeting Date<br>2023 | Agenda Item                             | Type        | Contact Officer |
|----------------------|---|-------------|-----------------|
| <b>6 June 2023</b>   | Procedural / Constitutional Matters     | Decision    | Craig Griffiths |
|                      | Schedule of Sub Committee Meetings      | Information | Craig Griffiths |
|                      | Investment Zones                        | Decision    | Karen Jones     |
|                      | Revenue Budget 2022-23 - Outturn Report | Monitoring  | Chris Moore     |

Tudalen 22

| Meeting Date<br>2023    | Agenda Item   | Type     | Contact Officer |
|-------------------------|---|----------|-----------------|
| <b>5 September 2023</b> | Approval of RTP Implementation Plan for Submission to Welsh Government                | Decision | Mark Wade       |
|                         | Agree Response to Consultation on Draft SDP Manual for Submission to Welsh Government | Decision | Nicola Pearce   |
|                         |   |          |                 |

| Meeting Date<br>2023 | Agenda Item | Type | Contact Officer |
|----------------------|-------------|------|-----------------|
|----------------------|-------------|------|-----------------|

|                            |  |             |             |
|----------------------------|--|-------------|-------------|
| <b>5 December<br/>2023</b> | Approval of Statement of Accounts 2022/23                            | Decision    | Chris Moore |
|                            | Consider Options in respect of the 2024/25 Budget                    | Decision    | Chris Moore |
|                            | Budget Monitoring / Financial Comparison                             | Information | Chris Moore |
|                            | Corporate Plan – draft priorities for 2024-25 – Authority to Consult | Decision    | Owain Enoch |
|                            |  |             |             |

Mae'r dudalen hon yn fwiadol wag



## SOUTH WEST WALES CORPORATE JOINT COMMITTEE

6<sup>th</sup> June 2023

### REPORT OF THE MONITORING OFFICER

**Report Title: Reconstitution of the South West Wales Corporate Joint Committee**

|                          |  |
|--------------------------|--|
| <b>Purpose of Report</b> | To formerly constitute the South West Wales Corporate Joint Committee for the civic year 2023/2024   |
| <b>Recommendation</b>    | <p>It is recommended that:</p> <p>Members approve the creation of the sub-committees identified at paragraph 8 of this report and the proposed representatives appointed to the sub-committee set out at paragraphs 8 and 9;</p> <p>Members approve the establishment of Governance and Audit Sub-Committee Committee for the South West Wales Corporate Joint Committee as set out in paragraphs 12-17 of this report;</p> <p>Members approve the designation of the Neath Port Talbot County Borough Council Standards Committee as the Standards Committee of the South West Wales Corporate Joint Committee;</p> <p>Members approve the establishment of an Overview and Scrutiny Sub-Committee Committee for the South West Wales Corporate Joint Committee as set out in paragraphs 21-27 of this report;</p> <p>Members approve the timetable for future meetings for the South West Wales Corporate Joint Committee as set out in paragraph 28 of this report.</p> |

|                        |  |
|------------------------|--|
|                        | Members approve the extension of the advisors identified at paragraph 30 for the civic year 2023/2024. |
| <b>Report Author</b>   | Craig Griffiths  |
| <b>Finance Officer</b> | N/A  |
| <b>Legal Officer</b>   | Craig Griffiths  |

**Background:**

1. The Local Government and Elections (Wales) Act 2021 (“the LGE Act”) created the framework for a consistent mechanism for regional collaboration between local government, namely Corporate Joint Committees (CJCs). The LGE Act provides for the establishment of CJCs through Regulations (CJC Establishment Regulations).
2. The CJC will exercise functions relating to strategic development planning and regional transport planning. They will also be able to do things to promote the economic well-being of their areas. In contrast to other joint committee arrangements, CJCs are separate corporate bodies which can employ staff, hold assets and budgets, and undertake functions.
3. The South West Wales CJC will comprise Carmarthenshire County Council, the City and County of Swansea Council, Pembrokeshire County Council and Neath Port Talbot County Borough Council (“the Constituent Councils”). In respect of some functions, both Pembrokeshire National Park and Brecon Beacons National Park will also be members (as set out below).

The Governance of the CJC

4. In order to meet its legislative obligations identified above, the CJC will have a decision making process. These are prescribed in the legislation.
5. The members of the CJC are:
  - (a) the executive leaders of
    - a. Carmarthenshire County Council
    - b. Neath Port Talbot County Borough Council
    - c. Pembrokeshire County Council
    - d. The City and County of Swansea
  - (b) A member of the Bannau Brycheiniog National Park Authority, and
  - (c) A member of the Pembrokeshire Coast National Park Authority
6. The CJC members are entitled to vote in relation to any matter to be decided by the CJC, except that the Bannau Brycheiniog National Park Authority and Pembrokeshire Coast National Park Authority (together the “NPAs”) members may only vote where the matter to be decided is about strategic planning functions (and associated issues), unless the Constituent Council members of the CJC choose, with the agreement of both the NPAs, to extend the NPA membership of the CJC to include other functions. Pursuant to the decision of the CJC of the 7<sup>th</sup> December 2022, representatives of the NPA are co-opted to the CJC for all other matters in a non-voting capacity and it would be proposed that such co-option be renewed for 2023/2024.

7. Where a leader is, for any period, unable to discharge their functions, a Constituent Council must appoint another member of its executive/cabinet to discharge those functions on behalf of the Constituent Council member for that period.
8. In order to implement the legislative requirements, it will be proposed that the CJC will have four Sub Committees, with the chair of each Sub-Committee being drawn from the Leaders of the Constituent Councils (or their nominated deputies) and shared between the four authorities. It is proposed that the following sub-committees be established,

| <b>Sub Committee</b>                                | <b>Lead Chief Executive</b> | <b>Political Lead</b> |
|---|-----------------------------|-----------------------|
| Regional Transport Planning                         | Swansea                     | Carmarthenshire       |
| Economic Well Being – regional economic development | Carmarthenshire             | Swansea               |
| Strategic Development Planning                      | Pembrokeshire               | Neath Port Talbot     |
| Economic Well Being- regional energy strategy       | Neath Port Talbot           | Pembrokeshire         |

9. It is proposed that the additional representatives to each Sub Committee be comprised of the relevant Cabinet members of the four Constituent Councils (and the Chairpersons of the relevant National Parks Authorities in respect of Strategic Development Planning). Pursuant to the decision of the CJC of the 7<sup>th</sup> December 2022, representatives of the NPA are co-opted to the other three sub-committees in a non-voting capacity and it would be proposed that such co-option be renewed for 2023/2024.
10. It is proposed that the Sub-Committee is then chaired by the Leader from the Constituent Council identified and supported by a chief executive from the authorities mentioned above.
11. It should be noted that no member of a CJC shall be entitled to any additional remuneration as a result of membership of the CJC.

### Governance and Audit Functions

12. The CJC is required to establish a sub-committee to be known as the Governance and Audit Sub-Committee.
13. The terms of reference of the sub-committee are stated in the CJC Establishment Regulations as:
  - (a) review and scrutinise the CJC’s financial affairs;
  - (b) make reports and recommendations in relation to the CJC’s financial affairs;
  - (c) review and assess the risk management, internal control and corporate governance arrangements of the CJC;

- (d) make reports and recommendations to the CJC on the adequacy and effectiveness of those arrangements;
  - (e) oversee the CJC's internal and external audit arrangements;
  - (f) review any financial statements prepared by the CJC;
  - (g) exercise such other functions as the CJC may specify.
14. The CJC Establishment Regulations state that membership of the Governance and Audit Sub-Committee is at least one lay member and at least 2/3rds membership from the Constituent Councils. However this may be subject to change under the LGE Act. The Governance and Audit Sub-Committee may not exercise its functions if the membership of the sub-committee contravenes the membership as set out above and therefore the lay member(s) will need to be in place in order to meet as a sub-committee. The draft Guidance provides that it is anticipated that the sub-committee will be required to meet once in every calendar year as a minimum.
15. The chair of the Governance and Audit Sub-Committee must be a lay member.
16. Accordingly, it is proposed that a Governance and Audit Sub-Committee is established by the CJC comprising of Lay Member(s) to be drawn from Constituent Councils Governance and Audit Committees (or externally advertised if this is not possible) and members from each Constituent Council. This will ensure that the Governance and Audit Committee complies with proposed changes to the Local Government (Wales) Measure 2011 to have at least one third lay members. The appointment(s) will be made by the CJC. It should be noted that lay members will be remunerated in line with standard lay member payments set by the Independent Remuneration Panel for Wales.
17. It is proposed that the following representatives be appointed to the CJC

|  |   |
|--|---|
| Chairperson                              | To be determined by the Committee   |
| Vice Chairperson                         | To be determined by the Committee   |
| City and County of Swansea               | Councillor Jeff Jones<br>Councillor Lesley Walton<br>Paula O' Connor (Lay Member) |
| Carmarthenshire County Council           | Councillor Rob James<br>Councillor Dai Thomas<br>David MacGregor (Lay Member)     |
| Neath Port Talbot County Borough Council | Councillor Mike Harvey<br>Councillor Phil Rogers<br>Joanna Jenkins (Lay Member)   |
| Pembrokeshire County Council             | Councillor Michael James<br>Councillor Aled Thomas<br>John Evans (Lay Member)     |

Standards / Ethical Framework

18. It will be important that members and co-opted members within a CJC are subject to the same standards of conduct as members of Constituent Councils. On application of the ethical framework a CJC will be able to adopt its own code of conduct for

members. Until this point its members (including co-opted participants from Constituent Councils) will be subject to the relevant code of conduct of their local authorities. During this time members and co-opted participants from local authorities will be required to register any personal interests they have in the business of the CJC in their relevant principal council's register of interest by providing written notification to their council's Monitoring Officer.

19. It would be proposed that rather than establish a separate Standards Committee to oversee functions of the CJC, one Constituent Council's Standards Committee assumes the responsibility of overseeing standards for the CJC.
20. It is proposed that the Standards Committee of the authority that provides the Monitoring Officer for the CJC (in the first instance Neath Port Talbot County Borough Council) be the designated Standards Committee for the CJC.

### Scrutiny

21. Working with its Constituent Councils the South West Wales Corporate Joint Committee ("CJC") will be required to put in place appropriate overview and scrutiny arrangements. Scrutiny will be an important part of the democratic accountability of the CJC. It will be important for CJC's to consult on and agree the arrangements with its constituent councils.
22. In considering the most effective and efficient approach to scrutiny, Welsh Government require Constituent Councils and CJC's to give thought to the benefits of a joint overview and scrutiny committee made up of the constituent councils. The clear aim and ambition however must be to create, facilitate and encourage a clear democratic link back to the constituent councils.
23. Accordingly, it is proposed that a CJC Overview and Scrutiny Sub-Committee comprising three elected members from each constituent council be established to fulfil the Overview and Scrutiny Functions associated with the CJC. The functions of the Overview and Scrutiny Sub-Committee (to be enshrined in the CJC Constitution) are:
  - (a) To review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the CJC;
  - (b) To make reports or recommendations to CJC respect to the discharge of any functions which are the responsibility of the CJC;
  - (c) To make reports or recommendations to the CJC on matters which affect the CJC (insofar as the CJC is not, or CJC is not, under a duty to do those things by virtue of Section 22A of the Local Government Act 2000);
24. CJC members and staff (including those working under the terms of a secondment or service level agreement) will have a duty to provide information to the scrutiny committee; attend committee meetings if requested to do so; and consider or respond to any report or recommendations made by a committee within the agreed arrangements and which relate to the CJC.

25. It will be important that there is no overlap in scrutiny but ultimately members of constituent authorities will still be able to scrutinise the impact of the CJC on their locality. In essence, although not directly scrutinising the decisions of the CJC, the constituent councils will be looking at the impact of the CJC on their locality and how the decisions of the CJC are impacting the constituent council. Recent Welsh Government guidance failed to refer to the role of constituent council overview and scrutiny arrangements and representations have been made that guidance should be clearer in terms of expectations of both joint scrutiny as well as Constituent Councils' member scrutiny, it being considered that the establishment of joint scrutiny arrangements should be addressed from the outset when governance issues are addressed to avoid potential drift. This would reflect the importance attached to Overview and Scrutiny rather than it appearing as a governance add-on.
26. It is proposed that the following representatives be appointed to the CJC

|  |   |
|--|---|
| Chairperson                              | To be determined by the Committee                 |
| Vice Chairperson                         | To be determined by the Committee                 |
| City and County of Swansea               | Cllr P Black<br>Cllr W Lewis<br>Cllr M White      |
| Carmarthenshire County Council           | Cllr R James<br>Cllr E Schiavone<br>Cllr R Sparks |
| Neath Port Talbot County Borough Council | Cllr S. Pursey<br>Cllr T Bowen<br>Cllr R Davies   |
| Pembrokeshire County Council             | Cllr M John<br>Cllr D Howlett<br>Cllr M Tierney   |

27. Pursuant to the decision of the CJC of the 7<sup>th</sup> December 2022, one representative of each NPA is co-opted to the CJC Overview and Scrutiny Sub Committee in a non-voting capacity and it would be proposed that such co-option be renewed for 2023/2024.

### Meeting Timetable

28. The CJC is required to approve the below provisional Committee Cycle and Timetable of Meetings for the Civic Year 2023/2024.

|                                |   |
|--------------------------------|---|
| Corporate Joint Committee      | <ul style="list-style-type: none"> <li>• 6<sup>th</sup> June 2023</li> <li>• 5<sup>th</sup> September 2023</li> <li>• 5<sup>th</sup> December 2023</li> <li>• 23<sup>rd</sup> January 2024</li> <li>• 19<sup>th</sup> March 2024</li> </ul> |
| Governance and Audit Committee | <ul style="list-style-type: none"> <li>• 11<sup>th</sup> July 2023</li> <li>• 26<sup>th</sup> October 2023</li> </ul>   |

|   |   |
|---|---|
|   | <ul style="list-style-type: none"> <li>• Such other dates to be confirmed.</li> </ul>   |
| Scrutiny Committee  | <ul style="list-style-type: none"> <li>• 20<sup>th</sup> July 2023</li> <li>• 2<sup>nd</sup> November 2023</li> <li>• 16<sup>th</sup> January 2024</li> <li>• 12<sup>th</sup> March 2024</li> </ul> |
| Regional Transport Planning Sub Committee                         | <ul style="list-style-type: none"> <li>• 10<sup>th</sup> July 2023</li> <li>• 12<sup>th</sup> February 2024</li> </ul>  |
| Economic Well Being – regional economic development Sub Committee | <ul style="list-style-type: none"> <li>• 9<sup>th</sup> October 2023</li> <li>• 15<sup>th</sup> April 2024</li> </ul>   |
| Strategic Development Planning Sub Committee                      | <ul style="list-style-type: none"> <li>• 18<sup>th</sup> September 2023</li> <li>• 18<sup>th</sup> March 2024</li> </ul>  |
| Economic Well Being- regional energy strategy Sub-Committee       | <ul style="list-style-type: none"> <li>• 6<sup>th</sup> November 2023</li> <li>• 13<sup>th</sup> May 2024</li> </ul>  |
| Standards Committee   | At the frequency determined by Neath Port Talbot Council  |

### Advisors

29. At its meeting of the 11<sup>th</sup> October 2022, the CJC agreed that Members agree the appointment of private sector representatives to an Advisory Board of the CJC subject to completion of an advisor agreement and delegated authority was granted to the Chief Executive to undertake a recruitment exercise to appoint additional members of the Advisory Board in respect of the statutory functions of the CJC.
30. At the meeting of the 11<sup>th</sup> October 2022, the CJC approved the appointment of the following individuals:

| <b>Name</b>          | <b>Organisation</b>             | <b>Specialism</b>  |
|----------------------|---------------------------------|--|
| Chris Foxall (Chair) | River Simple                    | Manufacturing – Hydrogen Powered Fuel Cell Electric Vehicles |
| Ed Tomp              | Valero                          | Manufacturing – Energy Sector                                |
| Amanda Davies        | Pobl                            | Housing  |
| James Davies         | Industry Wales                  | Car Manufacturing  |
| Nigel Short          | Penderyn Distillery / Scarlets  | Alcohol Manufacturing, housing development                   |
| Simon Holt           | Retired Health Specialist       | Health   |
| Lucy Cohen           | Mazuma                          | Finance and Small Business Support                           |
| Paul Greenwood       | Teddington Engineered Solutions | Skills Specialist Advisor                                    |

31. Accordingly it would be proposed that the individuals appointed on the 11<sup>th</sup> October 2022 be re-confirmed as advisors for the civic year 2023/2024. Members should note a recruitment exercise is currently underway for additional advisors and a report will be brought to the next CJC meeting for members.

#### **Financial Impacts:**

32. No impacts

#### **Integrated Impact Assessment:**

33. The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not.
  - Deliver better outcomes for those people who experience socio-economic disadvantage
  - Consider opportunities for people to use the Welsh language
  - Treat the Welsh language no less favourably than English.
  - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
34. The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.
35. There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and that this report is to establish governance arrangements in accordance with legislation. This will be kept under review with any future reports considering whether impacts require consideration.

#### **Workforce Impacts:**

36. There are no workforce impacts associated with this report.

#### **Legal Impacts:**

37. Part 5 of the LGE Act provides for the establishment, through regulations, of CJCs and compliance will be had with this and other legislative obligations in the establishment of CJCs. In particular the South West Wales Corporate Joint Committee Regulations



came into force on 1<sup>st</sup> April 2021 and set out an initial framework for example, that the CJC should be established and the timeframes for the discharging of specific functions.

**Risk Management Impacts:**

38. Failure to constitute the CJC means the CJC will be unable to take any decisions, and accordingly would be in breach of the legal requirements imposed under the Local Government and Elections (Wales) Act 2021 (exposing each constituent council and national park authority to challenge) along with the reputational risks that such non-compliance will bring.

**Consultation:**

39. There is no requirement for consultation in respect of this report.

**Reasons for Proposed Decision:**

40. To ensure appropriate governance arrangements are in place for the CJC to make decisions and compliance is had to the legislative requirements that are applicable to the CJC.

**Implementation of Decision:**

41. This decision is proposed for immediate implementation

**Appendices:**

42. None

**List of Background Papers:**

43. None

Mae'r dudalen hon yn fwriadol wag

## SOUTH WEST WALES CORPORATE JOINT COMMITTEE

### Report of the Monitoring Officer

6<sup>th</sup> June 2023

**Report Title: Granting of co-opted member status to the Chair of Regional Learning and Skills Partnership**

|                          |  |
|--------------------------|--|
| <b>Purpose of Report</b> | To seek authority to agree co-option status for the Chair of the Regional Learning and Skills Partnership  |
| <b>Recommendation</b>    | Members agree that co-option (non-voting) status be granted to the Chair of the Regional Learning and Skills Partnership to the South West Wales Corporate Joint Committee and the Economic Well Being – regional economic development Sub-Committee subject to the completion of a co-option agreement. |
| <b>Report Author</b>     | Craig Griffiths  |
| <b>Finance Officer</b>   | N/A  |
| <b>Legal Officer</b>     | Craig Griffiths  |

#### **Background:**

1. The Corporate Joint Committees Statutory Guidance references that in order to fulfil their responsibilities and duties effectively, Corporate Joint Committees will need to, and be expected to, actively involve others in their work. It will be important that each Corporate Joint Committee creates an inclusive and collaborative culture to ensure a wider perspective and approach to its work. Each Corporate Joint Committee will wish to give thought to how this can best be achieved taking into account its own unique circumstances.

#### Co-option

2. The Regional Learning and Skills Partnership for South West Wales is one of 4 regional partnerships in Wales working to drive investment in skills by developing responses based upon local and regional need. We work across the counties of Carmarthenshire, Neath Port Talbot, Pembrokeshire, and Swansea taking close consideration of the priorities of the Swansea Bay City Region, the Haven Waterway Enterprise Zone and Port Talbot Enterprise Zone. A primarily employer led partnership they strive to work across the region bridging the gap between education and regeneration in the hope of creating a strong and vibrant economy underpinned by innovation, growth and a capable workforce. Given the significant overlap between the economic regeneration work of the South West Wales Corporate Joint

Committee it is important that that the two entities work in co-operation with each other.

3. It would accordingly be proposed that co-opted (non-voting) status be granted to the Chair of Regional Learning and Skills Partnership (currently Mr Ed Morgan) to the CJC. This would be subject to the signing of the appropriate co-option agreement that has been approved by the South West Wales Corporate Joint Committee.
4. It would also be proposed that, subject to entering into the agreed co-option agreement, co-opted (non-voting) status be granted to the Chair of the Regional Learning and Skills Partnership to Economic Well Being – regional economic development Sub-Committee.

#### **Financial Impacts:**

5. Appointed co-optees would be non-remunerated posts but would be able to claim expenses such as travelling expenses, which are within the Corporate Joint Committee budget but it is anticipated that the majority of such meetings will take place virtually.

#### **Integrated Impact Assessment:**

6. The Corporate Joint Committee is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:
  - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
  - Advance equality of opportunity between people who share a protected characteristic and those who do not.
  - Foster good relations between people who share a protected characteristic and those who do not.
  - Deliver better outcomes for those people who experience socio-economic disadvantage
  - Consider opportunities for people to use the Welsh language
  - Treat the Welsh language no less favourably than English.
  - Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
7. The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the 'well-being goals'.

#### **Workforce Impacts:**

8. There are no impacts associated with the workforce.

**Legal Impacts:**

9. The Corporate Joint Committees Statutory Guidance references that in order to fulfil their responsibilities and duties effectively, Corporate Joint Committees will need to, and be expected to, actively involve others in their work. It will be important that each Corporate Joint Committee creates an inclusive and collaborative culture to ensure a wider perspective and approach to its work. Each Corporate Joint Committee will wish to give thought to how this can best be achieved taking into account its own unique circumstances.

**Risk Management Impacts:**

10. Failure to ensure a diverse and representative group of co-optees would mean the Corporate Joint Committee will not be able to consider the range of views Regional Skills and Partnership could bring to the functions the Corporate Joint Committee are required to undertake.

**Consultation:**

11. There is no requirement for external consultation on this report.

**Reasons for Proposed Decision:**

12. To ensure the Corporate Joint Committee can actively involve others in their work programme.

**Implementation of Decision:**

13. This decision is to be implemented following the three day call in period.

**Appendices:**

14. None

**List of Background Papers:**

15. None

Mae'r dudalen hon yn fwriadol wag

## SOUTH WEST WALES CORPORATE JOINT COMMITTEE

6<sup>th</sup> June 2023

### Report of the Chief Executive

**Report Title: Investment Zone Policy Offer**

|                          |   |
|--------------------------|---|
| <b>Purpose of Report</b> | <ol style="list-style-type: none"> <li>1. To apprise the committee of the UK Government's policy offer.</li> <li>2. To seek authority to commence initial discussions with Welsh and UK governments to explore the potential for an investment zone to be allocated in South West Wales</li> </ol>  |
| <b>Recommendation(s)</b> | <p>It is recommended that:</p> <ol style="list-style-type: none"> <li>1. The Chief Executive is authorised to commence initial discussions with Welsh and UK governments to explore the benefits that could accrue if an investment zone policy offer were to be allocated to South West Wales.</li> <li>2. A letter, registering an expression of interest in the potential for an investment zone policy offer in South West Wales, be sent from the Chair of the committee to the relevant ministers.</li> </ol> |
| <b>Report Author</b>     | Karen Jones, Chief Executive  |
| <b>Finance Officer</b>   | Chris Moore, s151 Officer   |
| <b>Legal Officer</b>     | Craig Griffiths, Monitoring Officer   |

#### 1.0 Background:

- 1.1 The UK Government published their Investment Zones policy offer in March 2023. The following paragraphs have been extracted from the policy document for ease of reference. The full document can be accessed via the link set out in the background section of this report.

- 1.2 'The Investment Zones policy offer is aimed at catalysing a small number of high-potential clusters in areas in need of levelling up to boost productivity and growth. They will need to reflect the principles of the Medici model set out in the Levelling Up White Paper, harnessing local sector strengths to drive productivity, and leveraging the bottom-up energy of local talent, knowledge and networks to deliver sustainable growth that benefits local communities. They will need to demonstrate a holistic approach and must be rooted in partnership between central government, local government, research institutions and the private sector, in order to realise the potential of cities and regions.
- 1.3 The UK government has identified the following five priority sectors to focus Investment Zones on -Digital and Tech; Green Industries; Life Sciences; Advanced Manufacturing; and Creative Industries.
- 1.4 The UK government considers that the UK is well-positioned to play a leading role globally in these sectors:
- Our digital and tech sector is worth £143bn and has created more unicorns than France and Germany combined, with eight UK cities now home to two or more unicorns;
  - The UK also supports a thriving life sciences sector, directly employing 268,000 people, with all the top 25 global biopharmaceuticals and all the top 30 global med tech organisations having operations based in the UK;
  - We remain one of the most dynamic and globally competitive countries in the creative industries with the sector continuing to expand and growing at over twice the rate of the economy between 2010 and 2019.
  - The global transition to Net Zero is crucial to protect and restore the environment, but also offers huge opportunities to UK businesses and innovators with the scale of the potential prize estimated to be worth £1 trillion to the UK's green industries.
  - Finally, the UK has high-value manufacturing strengths in many areas, with advanced manufacturing sectors worth £93bn to the UK economy and R&D expenditure of all UK manufacturing businesses accounting for over 40% of total UK enterprise R&D
- 1.5 All Investment Zones will need to focus on growing clusters aligned with one or more of these sectors, to boost UK competitiveness in these high-potential industries.
- 1.6 The UK Government has allocated investment zones to eight areas in England. Note that there has been no competition to access this policy in contrast to the approach taken for freeports. There is potential for additional areas to be included but that is subject to the fiscal envelope not being exceeded. The application of the policy to the devolved nations is subject to ongoing dialogue between the devolved administration and the UK Government.
- 1.7 Subject to proposals meeting specified requirements, Government will offer Investment Zone areas a total funding envelope of £80m over five years, which can be used flexibly between spending and a single five-year tax offer, scalable based on number of sites.



1.8 This would consist of:

- £35m flexible spend, split 40:60 between resource spending (RDEL) and capital spending (CDEL), to use across a portfolio of interventions based on the opportunities of each cluster;
- Tax incentives, which can cover up to 600ha across up to 3 sites, lasting for 5 years. Where places do not opt for the maximum tax offer of 600ha, tax incentives can be exchanged for a greater amount of spend;
- Places hosting Investment Zones could also receive 100% of the business rates growth in designated sites above an agreed baseline for 25 years and support and guidance from central government on core policies such as export support, planning and infrastructure.

1.9 Recognising that the precise policy solution will vary based on place and sector, the policy model consists of the following four key pillars:

- **Spatial Focus ('core')**: each Investment Zone is expected to have a clear spatial focus or 'core' across a sensible economic geography, where interventions should focus on facilitating co-location of businesses, fostering collaboration between industry and research institutions, and driving innovation in companies at the frontier of the target sector. We envisage this would be where any tax sites and business rate retention sites would be located should an area opt to use these levers, but where appropriate for the economic geography and sectoral focus of a place we are open to proposals for the exact location of tax or business rates retention sites.

As part of the development of a 'core', Investment Zones should have a credible and ambitious planning offer to accelerate the development necessary to support the cluster while maintaining high environmental standards. There must be a single point of contact for investors to support proactive and constructive engagement on planning matters. Places in England should look at proactive master-planning, bespoke engagement and support to applicants, and the use of Local Development Orders and other innovative routes to permission, where appropriate, to deliver exemplar development faster and to support the long-term success of the Zone. If significant development is required, places may want to consider a role for a Development Corporation, especially if land assembly is necessary.

- **University or Research Institute**: Investment Zones will be an opportunity to leverage the important role Universities and local research institutions play in local growth and supporting levelling up. Each Investment Zone is expected to ensure strong collaboration between industry and research institutions. We will expect participating Universities to adopt best in class standards to increase the volume of innovative R&D and adoption. This could include nurturing and supporting local talent, building knowledge networks, collaborating on research commercialisation, and supporting scale-up and adoption of promising innovations following spinout to raise the productive potential of the whole area. We envisage this will mean establishing and leveraging

partnerships with research institutions in the same functional economic area; however, we are open to additional collaborations over a longer distance.

- **Wider Cluster Ecosystem:** Investment Zones must consider and support component parts of the wider cluster ecosystem and functional economic area, to ensure the benefits of cluster growth are felt by surrounding local communities. This could include upskilling the local labour market, increasing access to opportunities for local people to work in the cluster, opportunities to create new businesses and start-ups related to the cluster and expansion of existing successful companies. We do not expect this activity to be limited to a fixed red line boundary, but reflective of the geography of the sector and targeted to the needs of the cluster.
- **Strong Local Leadership:** Strong local leadership is central to the economic prosperity of an area and to be successful requires partnership across the political, business and institutional spectrum. Local leaders know the needs and opportunities of their areas best and can build coalitions with entrepreneurial leaders from business, research institutions and other local stakeholders to forge a clear vision for their Investment Zone. Political leadership should use the full levers available to them across skills, development and infrastructure to make that shared vision a reality. Business and innovation leadership in Investment Zones should also contribute funding and expertise to support and maximise the offer from central and local government to their clusters and local communities, for example considering what employment practices and / or on-the job training might enhance employment opportunities for local people.'

## **2.0 The position in Wales**

- 2.1 At the present time, it is understood that ministers are in dialogue with the UK Government as to whether (and if so how) the policy offer could apply in Wales. If ministers were minded to adopt the policy, it will be important to establish whether the policy would be accessed via a competitive process or, as in England, whether the zones would be allocated on a set of objective criteria.

## **3.0 South West Wales**

- 3.1 The Corporate Joint Committee has signed off a Regional Economic Delivery Plan and a Regional Energy Strategy. These plans build on what is already being delivered through the City Deal and clearly identify with the high growth sectors that are described in the Investment Zone Policy Offer produced for England.
- 3.2 The regional approach is already based on strong existing links between industry, academia and the wider public sector. A key objective within the regional economic delivery plan is to further develop the regional innovation offer to catalyse economic growth across the region. Investment zone status has the potential to significantly accelerate this element of the region's ambition whilst complementing the economic growth planned through the Freeport policy and other regional programmes.

#### **4.0 Timescales:**

4.1 Welsh Government are in the process of considering whether the investment zone policy will be applied in Wales. The timescale for making this decision is unknown.

#### **5.0 Financial Impacts:**

5.1 It is difficult to assess the initial costs that would be incurred to access the policy.

5.2 If the zones are to be introduced, there would be a higher cost associated with a competitive approach than if the zones were to be allocated. Following the allocation of investment zone status, it is likely that the policy benefits would be unlocked through the submission of a suitable business case being submitted. It is not clear if the development of business cases would be supported by government funding.

5.3 In terms of financial benefits, these are set out at a high level in the policy offer for England and clearly the policy could be developed differently in the Welsh context.

5.4 It should be noted that there are no amounts earmarked within the 2023/24 approved budget of £617,753 for Investment Zones. In future years, any costs would need to be incorporated into the rolling Budget.

#### **6.0 Integrated Impact Assessment:**

6.1 The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language
- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

6.2 In recognition of the above duties, the CJC has adopted an Integrated Impact Assessment (IIA) Tool which allows for a 2 stage approach to be undertaken to measure any potential impact of its decisions. It is not considered that an Integrated Impact Assessment (IIA) is required for this report as it does not seek a substantive policy decision from Members but merely seeks authority to make further enquiries about this potential opportunity.

6.3 The CJC approved its Corporate Plan 2023-2028 in March 2023. The Corporate Plan includes the CJC’s Equality Objective which is set out below for ease of reference:

*“To deliver a more equal South West Wales by 2035 by contributing towards:*

*(a) The achievement of the [Welsh Government’s long-term equality aim](#) of eliminating inequality caused by poverty;*

*(b) The achievement of the [Equality statement set out in Llwybr Newydd](#) which is to make our transport services and infrastructure accessible and inclusive by aiming to remove the physical, attitudinal, environmental, systemic, linguistic and economic barriers that prevent people from using sustainable transport, and*

*(c) [The achievement of the Welsh Government’s long-term equality aims](#) of cohesive communities that are resilient, fair and equal and where everyone is able to participate in political, public and everyday life. There will be no room for racism and / or discrimination of any kind.”*

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

Alignment with CJC Corporate Plan 2023-2028 and the identified CJC Well-being objectives:

7.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the ‘well-being goals’.

7.2 The CJC approved its Corporate Plan 2023-2028 in March 2023. The Corporate Plan contains the CJC’s well-being objectives and frames the corporate direction of travel. To this end, it is considered that the recommendation(s) contained within this report align(s) to the corporate policy framework of the CJC as set out within its Corporate Plan, most notably in terms of Well-being Objective 1 as outlined below for ease of reference:

*Well-being Objective 1*

*“To collaboratively deliver the Regional Economic Delivery Plan and Regional Energy Strategy thereby improving the decarbonised economic well-being of South West Wales for our future generations.”*

## **8.0 Workforce Impacts:**

8.1 The development of a proposal to satisfy any investment zone opportunity will be a significant undertaking and will require additional resources. It is likely that external

consultancy support will be needed alongside a prioritisation of existing work within the region.

## **9.0 Legal Impacts:**

9.1 Pursuant to Section 76 of the Local Government and Elections (Wales) Act 2021, the Corporate Joint Committee may do anything which it considers is likely to promote or improve the economic well-being of its area. It is expected that the Investment Zone policy may require appropriate documentation to be entered into between the Corporate Joint Committee and Welsh and UK Governments and appropriate consideration will be given to the legal impacts should this work progress.

## **10.0 Risk Management Impacts:**

10.1 Subject to the Welsh and UK Governments deciding to introduce the policy offer in Wales, initial risks include:

- There is a risk that not securing an investment zone will miss an opportunity to accelerate economic growth in key clusters.
- There is a risk that pursuing this policy opportunity may impact adversely on other regional activities if additional capacity cannot be created.

10.2 Risks will be further developed should this work progress.

## **11.0 Consultation:**

11.1 There is no requirement for external consultation on this item.

## **12.0 Reasons for Proposed Decision:**

12.1 To formally consider the investment zone policy offer announced for England and to note that the Welsh Government are giving active consideration as to whether a similar policy offer will apply in Wales. To enable early consideration to be given by the CJC partners as to how an investment zone policy offer could accelerate the key economic development priorities already established for the region and to identify how the benefits of such a policy could be optimised.

## **13.0 Implementation of Decision:**

13.1 After the 3 day call in period.

## **Appendices:**

None

## **List of Background Papers:**

UK Government: Investment Zone Policy Offer, March 2023

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1142995/Investment\\_Zone\\_Policy\\_Prospectus.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1142995/Investment_Zone_Policy_Prospectus.pdf)



## SOUTH WEST WALES CORPORATE JOINT COMMITTEE

6th June 2023

### Report of the Chief Finance Officer

Report Title: Forecast Outturn and Pre-Audit Annual Return 2022/23

|                          |  |
|--------------------------|--|
| <b>Purpose of Report</b> | To provide the Joint Committee with the Forecast Outturn and Pre-Audit Annual Return for year ended 2022/23. |
| <b>Recommendation</b>    | That the Joint Committee receive the Forecast Outturn and Pre-Audit Annual Return for year ended 2022/23.    |
| <b>Report Author</b>     | Chris Moore  |
| <b>Finance Officer</b>   | Chris Moore  |
| <b>Legal Officer</b>     | Craig Griffiths  |

#### 1.0 Background:

- 1.1 The SWWCJC was formally constituted on 13<sup>th</sup> January 2022. Carmarthenshire County Council is acting as the Accountable Body responsible for discharging the councils' obligations in relation to the South-West Wales Corporate Joint Committee (SWWCJC).
- 1.2 On 25<sup>th</sup> January 2022 the SWWCJC approved the 2022/23 budget which was set at £575,411 with a levy from each of the constituent authorities.

#### 2.0 Forecast Outturn 2022/23:

- 2.1 The forecast outturn in **Appendix A** shows an underspend of £384,824 against the budget.
- 2.2 The main variances are:
- 2.2.1 The Accountable Body is underspent by £18,236 in respect of audit costs, due to minimal activity hence there is no requirement for an audit of a statement of accounts.
- 2.2.2 Governance and Internal Audit is underspent by £26,250 again due to minimal activity hence less Internal Audit work and Sub-Committee Support Costs & Expenses from Pembrokeshire County Council.
- 2.2.3 Support Services is underspent by £59,180 as the Senior Accountant post has not been filled due to the requirement not being needed yet.

2.2.4 The Regional Management Office is underspent by £125,158 mainly due to the Business Manager post not been filled until June 2022, Consultancy and Specialist Adviser work has not been commissioned and Translation Services were used minimally.

2.2.5 The Provision for Contingency/Reserves was therefore not needed.

2.3 A reserve has been set up for the £384,824.

### **3.0 Pre-Audit Annual Return 2022/23:**

3.1 For joint committees with income and expenditure below £2.5 million, the requirement is that accounts are prepared in the form of an annual return. The Joint Committee expenditure of the SWWCJC for 2022/23 is £190,587.

3.2 The Annual Return, in **Appendix B**, is split into the following sections:

- Accounting Statement 2022/23 – including a statement of income and expenditure / receipts and payments and a statement of balances.
- Annual Governance Statement
- Committee approval and certification
- Annual Internal Audit report

3.3 The Annual Return will be audited during June/July 2023.

### **4.0 Financial Impact:**

4.1 The Forecast Outturn for 2022/23 shows an underspend against budget of £384,824. This amount has been moved to a earmarked reserve. The Pre-Audit Annual Return for 2022/23 shows expenditure of £190,587.

### **5.0 Integrated Impact Assessment:**

5.1 The CJC is subject to the Equality Act (Public Sector Equality Duty and the socio-economic duty), the Well-being of Future Generations (Wales) Act 2015 and the Welsh Language (Wales) Measure, and must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Acts.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.
- Deliver better outcomes for those people who experience socio-economic disadvantage
- Consider opportunities for people to use the Welsh language



- Treat the Welsh language no less favourably than English.
- Ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

5.2 In recognition of the above duties, the CJC has adopted an Integrated Impact Assessment (IIA) Tool which allows for a 2 stage approach to be undertaken to measure any potential impact of its decisions. It is not considered that an Integrated Impact Assessment (IIA) is required for this report as it does not seek a substantive policy decision from Members but merely provides an update as to the financial position in accordance with procedural requirements.

5.3 The CJC approved its Corporate Plan 2023-2028 in March 2023. The Corporate Plan includes the CJC’s Equality Objective which is set out below for ease of reference:

*“To deliver a more equal South West Wales by 2035 by contributing towards:*

*(a) The achievement of the Welsh Government’s long-term equality aim of eliminating inequality caused by poverty;*

*(b) The achievement of the Equality statement set out in Llwybr Newydd which is to make our transport services and infrastructure accessible and inclusive by aiming to remove the physical, attitudinal, environmental, systemic, linguistic and economic barriers that prevent people from using sustainable transport, and*

*(c) The achievement of the Welsh Government’s long-term equality aims of cohesive communities that are resilient, fair and equal and where everyone is able to participate in political, public and everyday life. There will be no room for racism and / or discrimination of any kind.”*

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

Alignment with CJC Corporate Plan 2023-2028 and the identified CJC Well-being objectives:

6.1 The Well-being of Future Generations (Wales) Act 2015 mandates that public bodies in Wales must carry out sustainable development. Sustainable development means the process of improving the economic, social, environmental and cultural well-being of Wales by taking action, in accordance with the sustainable development principle, aimed at achieving the ‘well-being goals’.

6.2 The CJC approved its Corporate Plan 2023-2028 in March 2023. The Corporate Plan contains the CJC’s well-being objectives and frames the corporate direction of travel. It is considered that whilst the recommendation contained within this report aligns to the corporate policy framework of the CJC as set out within its Corporate Plan, the primary focus is on matters of governance and accountability. The 3 well-being objectives are set out below for ease of reference:

*Well-being Objective 1*

*“To collaboratively deliver the Regional Economic Delivery Plan and Regional Energy Strategy thereby improving the decarbonised economic well-being of South West Wales for our future generations.”*

### *Well-Being Objective 2*

*“To produce a Regional Transport Plan for South West Wales that is founded on collaboration and enables the delivery of a transport system which is good for our current and future generations of people and communities, good for our environment and good for our economy and places (rural and urban).”*

### *Well-Being Objective 3*

*“To produce a sound, deliverable, co-ordinated and locally distinctive Strategic Development Plan for South West Wales which is founded on stakeholder engagement and collaboration and which clearly sets out the scale and location of future growth for our future generations.”*

## **7.0 Workforce Impacts:**

7.1 There are no workforce impacts for this report.

## **8.0 Legal Impacts:**

8.1 The SWWCJC is responsible for preparing the Annual Return, on this occasion, in accordance with legislation and failure to do so would render the SWWCJC in breach of its obligations.

## **9.0 Risk Management Impacts:**

9.1 The SWWCJC is responsible for putting appropriate Governance arrangements in place for the management of risk and portfolio delivery. Failure to prepare Annual Return, on this occasion, would result in a breach of legal obligation.

## **10.0 Consultation:**

10.1 There is no requirement for formal consultation.

## **11.0 Reasons for Proposed Decision:**

11.1 To receive the Forecast Outturn and Pre-Audit Annual Return for financial year 2022/23.

## **12.0 Implementation of Decision:**

12.1 This decision is proposed for implementation following a three-day call in period.


## **Appendices:**

Appendix A – Forecast Outturn 2022/23

Appendix B – Annual Return 2022/23

**List of Background Papers:** None

## Appendix A

|  |                | South West Wales Corporate Joint Committee<br>Forecast Outturn<br>Financial Year 2022/23 |                  |  |
|---|----------------|--|------------------|--|
| Description   | Budget (£)     | Forecast Outturn 2022/23 (£)   | Variance (£)     | Notes  |
| <b>Expenditure</b>  |                |  |                  |  |
| <b>Joint Committee</b>  |                |  |                  |  |
| <b>Democratic Services</b>  |                |  |                  |  |
| Democratic, Scrutiny and Legal Support Costs                                      | 67,000         | 67,000   | -                | Provided by NPT  |
| <b>Democratic Services Total</b>  | <b>67,000</b>  | <b>67,000</b>  | <b>-</b>         |  |
| <b>Legal and Governance</b>   |                |  |                  |  |
| Monitoring Officer and Service Support  | 17,000         | 17,000   | -                | Provided by NPT  |
| <b>Legal and Governance Total</b>   | <b>17,000</b>  | <b>17,000</b>  | <b>-</b>         |  |
| <b>Accountable Body</b>   |                |  |                  |  |
| Audit Wales Financial Audit   | 20,000         | 1,764  | 18,236           | Based on audit costs of SBCD                               |
| Section 151 Officer Recharge  | 18,812         | 18,812   | -                | Provided by CCC  |
| <b>Accountable Body Total</b>   | <b>38,812</b>  | <b>20,576</b>  | <b>18,236</b>    |  |
| <b>Governance &amp; Internal Audit</b>  |                |  |                  |  |
| Internal Audit  | 20,000         | 5,000  | 15,000           | Provided by Pembs - reduced activity                       |
| Sub-Committee Support Costs & Expenses  | 15,000         | 3,750  | 11,250           | Provided by Pembs - reduced activity                       |
| <b>Governance &amp; Internal Audit Total</b>                                      | <b>35,000</b>  | <b>8,750</b>   | <b>26,250</b>    |  |
| <b>Support Services</b>   |                |  |                  |  |
| ICT & Data Protection Services  | 20,000         | 20,000   | -                | Provided by NPT  |
| Financial Services  | 54,374         | 5,194  | 49,180           | Included a Senior Accountant (CCC Grade J) post not filled |
| Standards Services  | -              | -  | -                | Included within Democratic Service costs.                  |
| HR Services   | 10,000         | -  | 10,000           | Provided by NPT - no costs incurred                        |
| <b>Support Services Total</b>   | <b>84,374</b>  | <b>25,194</b>  | <b>59,180</b>    |  |
| <b>Joint Committee Total</b>  | <b>242,186</b> | <b>138,520</b>   | <b>103,666</b>   |  |
| <b>Joint Scrutiny Committee</b>   |                |  |                  |  |
| Room Hire   | -              | -  | -                | Included within Democratic Service costs.                  |
| Subsistence & Meeting Expenses  | -              | -  | -                | Included within Democratic Service costs.                  |
| Travel  | -              | -  | -                | Included within Democratic Service costs.                  |
| Democratic, Scrutiny and Legal Support Costs                                      | -              | -  | -                | Included within Democratic Service costs.                  |
| <b>Joint Scrutiny Committee Total</b>   | <b>-</b>       | <b>-</b>   | <b>-</b>         |  |
| <b>SWWCJC - Sub Committees</b>  |                |  |                  |  |
| Economic Development SC   | 20,000         | -  | 20,000           |  |
| Planning SC   | 20,000         | -  | 20,000           |  |
| Transport SC  | 20,000         | -  | 20,000           |  |
| Energy SC   | 20,000         | -  | 20,000           |  |
| Governance & Audit SC   | -              | -  | -                | Included in Governance and Audit                           |
| <b>SWWCJC - Sub Committees Total</b>  | <b>80,000</b>  | <b>-</b>   | <b>80,000</b>    |  |
| <b>SWWCJC - Regional Management Office</b>  |                |  |                  |  |
| Salary (Inc. On-costs)  | 59,915         | 48,240   | 11,675           | Business Manager ( CCC Grade K) - started June 2022        |
| Training of Staff   | 1,000          | -  | 1,000            | Estimated budget   |
| Public Transport - Staff  | 250            | -  | 250              | Estimated budget   |
| Staff Travelling Expenses   | 810            | -  | 810              | Estimated budget   |
| Admin, Office & Operational Consumables   | 1,000          | 50   | 950              | Estimated budget   |
| Consultancy and Specialist Adviser Fees   | 100,000        | 742  | 99,258           | Estimated budget   |
| ICTs & Computer Hardware  | 1,250          | 121  | 1,129            | Estimated budget   |
| Subsistence & Meetings Expenses   | 500            | -  | 500              | Estimated budget   |
| Conferences, Marketing & Advertising  | -              | 1,374  | - 1,374          |  |
| Projects & Activities Expenditure   | -              | -  | -                | Estimated budget   |
| Translation/Interpret Services  | 10,000         | 1,540  | 8,460            | Estimated budget   |
| Printing & Copying  | 2,500          | -  | 2,500            | Estimated budget   |
| <b>Regional Management Office Total</b>   | <b>177,225</b> | <b>52,067</b>  | <b>125,158</b>   |  |
| <b>Contingency/Reserves</b>   |                |  |                  |  |
| Provision for Contingency/Reserves  | 76,000         | -  | 76,000           | Estimated budget   |
| <b>Contingency/Reserves Total</b>   | <b>76,000</b>  | <b>-</b>   | <b>76,000</b>    |  |
| <b>Total SWWCJC Expenditure</b>   | <b>575,411</b> | <b>190,587</b>   | <b>384,824</b>   |  |
| <b>Funding Contributions</b>  |                |  |                  |  |
| <b>Partner &amp; Other Contribution</b>   |                |  |                  |  |
| Brecon Beacons NPA  | -              | -  | -                |  |
| Pembrokeshire Coast NPA   | -              | -  | -                |  |
| Co-Opt Partners   | -              | -  | -                |  |
| Welsh Government Revenue Grant  | -              | -  | -                |  |
| ERF Grant   | -              | -  | -                |  |
| <b>Local Authority Levy</b>   |                |  |                  |  |
| City and County of Swansea Council (Levy)   | 200,453        | 200,453  | -                | Based on Population Size                                   |
| Carmarthenshire County Council (Levy)   | 154,527        | 154,527  | -                | Based on Population Size                                   |
| Neath Port Talbot CBC (Levy)  | 117,384        | 117,384  | -                | Based on Population Size                                   |
| Pembrokeshire County Council (Levy)   | 103,047        | 103,047  | -                | Based on Population Size                                   |
|   | <b>575,411</b> | <b>575,411</b>   | <b>-</b>         |  |
| <b>Total SWWCJC Income</b>  | <b>575,411</b> | <b>575,411</b>   | <b>-</b>         |  |
| <b>Provision of Service - Surplus / (Deficit)</b>                                 | <b>-</b>       | <b>384,824</b>   | <b>(384,824)</b> |  |
| <b>Movement to Reserves</b>   |                |  |                  |  |
| <b>Description</b>  |                |  |                  |  |
| Balance Brought Forward from previous year  | -              | -  | -                |  |
| Net Provision of Service - Surplus / (Deficit)                                    | -              | 384,824  | <b>(384,824)</b> |  |
| <b>Balance Carry Forward</b>  | <b>-</b>       | <b>384,824</b>   | <b>(384,824)</b> |  |

## Minor Joint Committees in Wales Annual Return for the Year Ended 31 March 2023

### Accounting statements 2022-23 for:

Name of body: SWWCJC: South West Wales Corporate Joint Committee

|  | Year ending       |                   | Notes and guidance for compilers  |
|--|-------------------|-------------------|---|
|  | 31 March 2022 (£) | 31 March 2023 (£) |   |
| <b>Statement of income and expenditure/receipts and payments</b> |                   |                   |   |
| 1. Balances brought forward                                      | 0                 | 0                 | Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.   |
| 2. (+) Income from local taxation/levy                           | 0                 | 575,411           | Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.  |
| 3. (+) Total other receipts                                      | 0                 | 0                 | Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.   |
| 4. (-) Staff costs   | 0                 | 72,246            | Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg termination costs.   |
| 5. (-) Loan interest/capital repayments                          | 0                 | 0                 | Total expenditure or payments of capital and interest made during the year on external borrowing (if any).  |
| 6. (-) Total other payments                                      | 0                 | 118,341           | Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).   |
| 7. (=) Balances carried forward                                  | 0                 | 384,824           | Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).   |
| <b>Statement of balances</b>                                     |                   |                   |   |
| 8. (+) Debtors   | 0                 | 0                 | <b>Income and expenditure accounts only:</b> Enter the value of debts owed to the body.   |
| 9. (+) Total cash and investments                                | 0                 | 366,530           | <b>All accounts:</b> The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation. |
| 10. (-) Creditors  | 0                 | -18,294           | <b>Income and expenditure accounts only:</b> Enter the value of monies owed by the body (except borrowing) at the year-end.   |
| 11. (=) Balances carried forward                                 | 0                 | 384,824           | <b>Total balances should equal line 7 above:</b> Enter the total of (8+9-10).   |
| 12. Total fixed assets and long-term assets                      | 0                 | 0                 | The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.   |
| 13. Total borrowing  | 0                 | 0                 | The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).  |

## Annual Governance Statement

We acknowledge as the members of the Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2023, that:

|   | Agreed?                          |                       | 'YES' means that the Council/Board/Committee:   | PG Ref   |
|---|----------------------------------|-----------------------|---|----------|
|   | Yes                              | No*                   |   |          |
| <p>1. We have put in place arrangements for:</p> <ul style="list-style-type: none"> <li>effective financial management during the year; and</li> <li>the preparation and approval of the accounting statements.</li> </ul>  | <input checked="" type="radio"/> | <input type="radio"/> | Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.                                      | 6, 12    |
| 2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.   | <input checked="" type="radio"/> | <input type="radio"/> | Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.   | 6, 7     |
| 3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Committee to conduct its business or on its finances. | <input checked="" type="radio"/> | <input type="radio"/> | Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.                        | 6        |
| 4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.   | <input checked="" type="radio"/> | <input type="radio"/> | Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.  | 6, 23    |
| 5. We have carried out an assessment of the risks facing the Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.   | <input checked="" type="radio"/> | <input type="radio"/> | Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.  | 6, 9     |
| 6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.  | <input checked="" type="radio"/> | <input type="radio"/> | Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body. | 6, 8     |
| 7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Committee and, where appropriate, have included them on the accounting statements.                                | <input checked="" type="radio"/> | <input type="radio"/> | Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.                          | 6        |
| 8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.   | <input checked="" type="radio"/> | <input type="radio"/> | Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.                     | 6, 8, 23 |

\* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

## Additional disclosure notes\*

The following information is provided to assist the reader to understand the accounting statements and/or the Annual Governance Statement

1.


2.

3.

\* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

## Committee approval and certification

The Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

|   |  |
|---|--|
| <p><b>Certification by the RFO</b></p> <p>I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2023.</p> | <p><b>Approval by the Council/Board/Committee</b></p> <p>I confirm that these accounting statements and Annual Governance Statement were approved by the Committee under minute reference:</p> |
| <p>RFO signature: </p>   | <p>Minute ref:</p>   |
| <p>Name: C. MOORE.</p>  | <p>Chair of meeting signature:</p>   |
| <p>Date: 24/5/23.</p>   | <p>Name:</p>   |
|   | <p>Date:</p>   |



## Annual internal audit report to:

Name of body: **SWWCJC: South West Wales Corporate Joint Committee**

The Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2023.

The internal audit has been carried out in accordance with the Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Committee.

|   | Agreed?               |                       |                       |                       | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|---|-----------------------|-----------------------|-----------------------|-----------------------|--|
|   | Yes                   | No*                   | N/A                   | Not covered**         |  |
| 1. Appropriate books of account have been properly kept throughout the year.  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.                                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 8. Asset and investment registers were complete, accurate, and properly maintained.   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |

|  | Agreed?               |                       |                       |                       | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|--|-----------------------|-----------------------|-----------------------|-----------------------|--|
|  | Yes                   | No*                   | N/A                   | Not covered**         |  |
| 9. Periodic and year-end bank account reconciliations were properly carried out.   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:

|                      | Agreed?               |                       |                       |                       | Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body) |
|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--|
|                      | Yes                   | No*                   | N/A                   | Not covered**         |  |
| 11. Insert risk area | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 12. Insert risk area | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |
| 13. Insert risk area | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Insert text  |

\* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\* If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

[My detailed findings and recommendations which I draw to the attention of the Committee are included in my detailed report to the Committee dated \_\_\_\_\_.] \* Delete if no report prepared.

### Internal audit confirmation

I/we confirm that as the Committee's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2021-22 and 2022-23. I also confirm that there are no conflicts of interest surrounding my appointment.

|   |
|---|
| Name of person who carried out the internal audit:      |
| Signature of person who carried out the internal audit: |
| Date:   |