



CABINET (POLICY AND RESOURCES) SUB COMMITTEE

***IMMEDIATELY FOLLOWING CABINET (POLICY AND RESOURCES)
SCRUTINY SUB COMMITTEE
TUESDAY, 5 SEPTEMBER 2023***

***MULTI-LOCATION MEETING – COUNCIL CHAMBER PORT TALBOT
AND MICROSOFT TEAMS***

**ALL MOBILE TELEPHONES TO BE SWITCHED TO SILENT FOR THE
DURATION OF THE MEETING**

Webcasting/Hybrid Meetings:

This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and/or training purposes.

Part 1

1. Appointment of Chairperson
2. Chairpersons Announcement/s
3. Declarations of Interest
4. Minutes of Previous Meeting (*Pages 3 - 10*)
25 July 2023
29 August 2023 (Special)
5. Public Question Time
Questions must be submitted in writing to Democratic Services – democratic.services@npt.gov.uk – no later than two working days prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.

6. Urgent Items
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Regulation 5(4)(b) of Statutory Instrument 2001 No. 2290 (as amended).
7. Access to Meetings - Exclusion of the Public (*Pages 11 - 16*)
To resolve to exclude the public for the following item pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290 and the relevant exempt paragraph of Part 4 of Schedule 12A to the Local Government Act 1972.

Part 2

8. Debtor Write Offs (Exempt Under Paragraph 14) (*Pages 17 - 24*)

K.Jones
Chief Executive

Civic Centre
Port Talbot

30 August 2023

Cabinet (Policy and Resources) Sub Committee Members:

Councillors. S.K.Hunt, S.A.Knoyle and A.Llewelyn

EXECUTIVE DECISION RECORD

25 JULY 2023

CABINET (POLICY AND RESOURCES) SUB COMMITTEE

Cabinet Members:

Councillors: S.K.Hunt (Chairperson), S.A.Knoyle and A.Llewelyn

Officers in Attendance:

C.Griffiths, C.Furlow-Harris, S.Thomas, B.Dennedy, N.Blackmore, T.Rees and T.Davies

Scrutiny Chair: Councillor P.Rogers

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor S.K.Hunt be appointed Chairperson for the meeting.

2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chair welcomed all to the meeting.

3. **DECLARATIONS OF INTEREST**

No declarations of interest were received.

4. **MINUTES OF PREVIOUS MEETING**

The Minutes from the meeting of 18 April, 2023, were agreed as an accurate record.

5. **FORWARD WORK PROGRAMME 2023-24**

The Forward Work Programme was noted.

6. **PUBLIC QUESTION TIME**

No questions had been received.

7. **REGISTRY OFFICE - CELEBRANTS SERVICE**

Officers clarified that there were no impacts identified within the Integrated Impact Assessment, so this should have been ticked as 'neutral', rather than 'positive' or 'negative', within the appendix to the circulated report,

The Cabinet Member for Finance welcomed the new service as a means of income generation.

Decisions:

That having due regard to the integrated impact screening assessment:

1. Delegated authority be granted to the Head of Legal and Democratic Services to commence the provision of a celebrant service for services performed in the Neath Port Talbot locality.
2. The payment of £200 per celebrant service, be approved.
3. A report be brought back to the Cabinet (Policy and Resources) Scrutiny Committee on the provision of this service in Spring 2024.

Reason for Decisions:

To expand and enhance the service by offering Civil Funerals, utilising processes and skills already available, including bookings, customer engagement, building ceremonies and ceremony delivery, meeting increased demand for the local community.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

8. **NEATH PORT TALBOT WELSH CHURCH ACT TRUST FUND - ANNUAL REPORT 2022-23**

Officers corrected a typographical error on page 31 of the circulated report pack – line 2 of the table should read ‘The Rectorial Benefice of Aberavon, St Marys Church’ and ‘...external remedial works to maintain the fabric of the building’.

Line 3 of the same table, relates to ‘Sardis English Baptist Church, Resolven’.

Decisions:

1. That the draft annual report and financial statements for the year ended 31 March 2023, be approved.
2. That the draft annual report and financial statements be submitted to the Wales Audit Office for independent examination.
3. That the accounts be submitted to the Charity Commission, should no material changes are identified by Wales Audit Office.

Reason for Decisions:

To approve the draft annual report and financial statements for the Welsh Church Act Trust Fund 2022/23.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

9. **COMMUNITY COUNCILS MINOR PROJECTS SCHEME - CRYNANT COMMUNITY COUNCIL**

Decision:

That a grant of 60% of actual costs up to a maximum of £12,000, towards the cost of works to refurbish and improve a children's play area in the grounds of the community centre, be awarded to Crynant

Community Council (on receipt of paid invoices together with a copy bank statement).

Reason for Decision:

To enable community improvements.

Implementation of Decision:

The decision will be implemented after the three day call in period.

10. **COMMUNITY COUNCILS MINOR PROJECTS SCHEME - DYFFRYN CLYDACH COMMUNITY COUNCIL**

Decision:

That a grant of 50% of actual costs up to a maximum of £10,000, towards the purchase and installation of IT equipment; the set up of a permanent office base for the Clerk; and the purchase of a projector for the main hall, be awarded to Dyffryn Clydach Community Council (on receipt of paid invoices together with a copy bank statement).

Reason for Decision:

To enable community improvements.

Implementation of Decision:

The decision will be implemented after the three day call in period.

11. **MISCELLANEOUS GRANT FUND APPLICATIONS**

Decisions:

1. That the Trustees of Pontardawe Heritage and Visitor Centre be granted £2,600 per annum towards the cost of the rent (the equivalent of approx. 95% of the new rent), in relation to the lease of Pontardawe Heritage and Visitor Centre, Pontardawe.

2. That the British Red Cross be granted £1,000 to continue to support vulnerable people, for general support within the County Borough.
3. That the Trustees of Bryn Bowls Club be granted £575 per annum, towards the cost of the rent (the equivalent of approx. 95% of the new rent), in relation to the lease of the Bowls Pavilion at Bryn Recreation Ground.

Reason for Decisions:

To decide on the amount of financial support in respect of the grant applications received.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

12. **UPDATE ON THE ONGOING WORK TO SUPPORT THE ARMED FORCES COMMUNITY IN NEATH PORT TALBOT**

Decision:

That the report be noted.

CHAIRPERSON

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EXECUTIVE DECISION RECORD

29 AUGUST 2023

CABINET (POLICY AND RESOURCES) SUB COMMITTEE

Cabinet Members:

Councillors: S.A.Knoyle and A.Llewelyn (Chairperson)

Officers in Attendance:

C.Griffiths, D.Phillips, N.Blackmore, T.Rees and T.Davies

Scrutiny Chair and Vice Chair: Councillors P.Rogers and C.Jordan

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor A.Llewelyn be appointed Chairperson for the meeting.

2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chair welcomed all to the meeting.

3. **DECLARATIONS OF INTEREST**

No declarations of interest were received.

4. **PUBLIC QUESTION TIME**

No public questions were received.

5. **MISCELLANEOUS GRANT FUND APPLICATION (SHOWMEN'S GUILD SOUTH WALES AND NORTHERN IRELAND)**

Cabinet Members noted the discussion from the earlier Scrutiny Committee, which focused on the current review of the Miscellaneous Grand Fund Policy.

Decision:

That the one off application for grant assistance, to the amount of £11,000 to the Showmen's Guild South Wales and Northern Ireland, be approved.

Reason for Decision:

To agree the amount of financial support in respect of the grant application received.

Implementation of Decision:

The decision was for immediate implementation, following the consent of the relevant Scrutiny Chair, and was therefore not subject to the call-in process.

6. **MISCELLANEOUS GRANT FUND APPLICATION (TONNA CARNIVAL COMMITTEE)**

Decision:

That the one off application for grant assistance, to the amount of £900 to Tonna Carnival Committee, be approved.

Reason for Decision:

To agree the amount of financial support in respect of the grant application received.

Implementation of Decision:

The decision was for immediate implementation, following the consent of the relevant Scrutiny Chair, and was therefore not subject to the call-in process.

CHAIRPERSON



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

Report of the Head of Legal and Democratic Services

Cabinet (Policy and Resources) Sub Committee – Tuesday, 5 September 2023

ACCESS TO MEETINGS/EXCLUSION OF THE PUBLIC

Purpose:	To consider whether the Public should be excluded from the following items of business.
Item (s):	Item 8 – Debtor Write Offs
Recommendation(s):	That the public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.
Relevant Paragraph(s):	14

1. Purpose of Report

To enable Members to consider whether the public should be excluded from the meeting in relation to the item(s) listed above.

Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales)

Order 2007, allows a Principal Council to pass a resolution excluding the public from a meeting during an item of business.

Such a resolution is dependant on whether it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present during that item there would be disclosure to them of exempt information, as defined in section 100I of the Local Government Act 1972.

2. Exclusion of the Public/Public Interest Test

In order to comply with the above mentioned legislation, Members will be requested to exclude the public from the meeting during consideration of the item(s) of business identified in the recommendation(s) to the report on the grounds that it/they involve(s) the likely disclosure of exempt information as set out in the Exclusion Paragraphs of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

Information which falls within paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended is exempt information if and so long as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The specific Exclusion Paragraphs and the Public Interest Tests to be applied are listed in Appendix A.

Where paragraph 16 of the Schedule 12A applies there is no public interest test. Members are able to consider whether they wish to waive their legal privilege in the information, however, given that this may place the Council in a position of risk, it is not something that should be done as a matter of routine.

3. Financial Implications

Not applicable

4. Integrated Impact Assessment

Not applicable

5. Valleys Communities Impact

Not applicable

6. Workforce Impact

Not applicable.

7. Legal Implications

The legislative provisions are set out in the report.

Members must consider with regard to each item of business the following matters.

- (a) Whether in relation to that item of business the information is capable of being exempt information, because it falls into one of the paragraphs set out in Schedule 12A of the Local Government Act 1972 as amended and reproduced in Appendix A to this report.

and either

- (b) If the information does fall within one or more of paragraphs 12 to 15, 17 and 18 of Schedule 12A of the Local Government Act 1972 as amended, the public interest test in maintaining the

exemption outweighs the public interest in disclosing the information; or

- (c) if the information falls within the paragraph 16 of Schedule 12A of the Local Government Act 1972 in considering whether to exclude the public members are not required to apply the public interest test by must consider whether they wish to waive their privilege in relation to that item for any reason.

8. Risk Management

To allow Members to consider risk associated with exempt information.

9. Recommendation(s)

As detailed at the start of the report.

10. Reason for Proposed Decision(s):

To ensure that all items are considered in the appropriate manner.

11. Implementation of Decision(s):

The decision(s) will be implemented immediately.

12. List of Background Papers:

Schedule 12A of the Local Government Act 1972

13. Appendices:

Appendix A – List of Exemptions

Appendix A

NO	Relevant Paragraphs in Schedule 12A
12	Information relating to a particular individual
13	Information which is likely to reveal the identity of an individual
14	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
15	Information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority
16	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
17	Information which reveals that the authority proposes: <ul style="list-style-type: none"> • To give under any enactment a notice under or by virtue of which requirements are imposed on a person, or • To make an order or direction under any enactment.
18	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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