



***CABINET (POLICY AND RESOURCES) SCRUTINY
SUB COMMITTEE***

2.00 PM TUESDAY, 25 JULY 2023

***MICROSFT TEAMS MEETING/ HYBRID MEETING IN COUNCIL
CHAMBER***

All mobile telephones to be switched to silent for the duration of the meeting

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Part 1

1. Chairs Announcements
2. Declarations of Interests
3. Minutes of the Previous Meeting (*Pages 5 - 16*)
 - 24 January 2023
 - 7 March 2023
 - 18 April 2023
4. Pre-decision Scrutiny
 - To select appropriate items from the Cabinet (Policy and Resources) Sub agenda for pre-decision scrutiny (cabinet reports enclosed for Scrutiny Members)
5. Forward Work Programme 2023/24 (*Pages 17 - 18*)

6. Urgent Items
Any urgent items at the discretion of the Chairperson pursuant to Section 100BA(6)(b) of the Local Government Act 1972 (as amended).

K.Jones
Chief Executive

Civic Centre
Port Talbot

Wednesday, 19 July 2023

Committee Membership:

Chairperson: Councillor P.Rogers

**Vice
Chairperson:** Councillor C.Jordan

Councillors: C.Galsworthy, R.G.Jones, R.Phillips, S.Pursey,
A.J.Richards, C.Clement-Williams and
H.C.Clarke

Notes:

- (1) If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*
- (2) If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*
- (3) For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*

- (4) *The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) *Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

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Cabinet (Policy and Resources) Scrutiny Sub Committee

(Microsoft Teams Meeting/ Hybrid Meeting in Council Chamber)

Members Present:

24 January 2023

Chairperson: Councillor P.Rogers

Vice Chairperson: Councillor C.James

Councillors: C.Galsworthy, R.G.Jones, R.Phillips, S.Pursey, A.J.Richards, C.Phillips and C.Clement-Williams

Officers In Attendance H.Jones, C.Griffiths, S.Rees, N.Blackmore, H.Lewis, T.Davies and C.John

Cabinet Invitees: Councillors S.K.Hunt, J.Hurley and A.Llewelyn

1. **Chairs Announcements**

The Chair welcomed the Committee.

2. **Declarations of Interests**

There were none.

3. **Minutes of the Previous Meeting**

The minutes of the previous meeting held on the 4th October 2022 be approved.

4. **Income Generation and Process to Date**

Members received a presentation from Officers with an update on progress of Income Generation. The presentation included background on the role of the Commercial Co-Ordinator and then an explanation of the progress on projects such as, the Bus Shelter Partnership and Roundabout Sponsorship Scheme as well as savings and efficiencies made. Officers highlighted upcoming events and how they would have the potential to generate income, benefit

communities and businesses as well as how sponsorships have helped cover costs for other events. The presentation also covered other projects and opportunities to generate income.

Members queried how the finances generated by the new bus shelters would be spent. Officers clarified that the income would go back to the service area and be included in the Bush Shelter budget.

Members were interested in finding out if opportunities had been explored to advertise on Fabian Way and along the railway line. Officers informed members that enquiries had been made regarding those that own land along Fabian way and the roadside hoardings. It was noted that there were several companies keen on putting digital screens into that area. Officers advised that they would consider advertising along Fabian way through the Planning process. Officers also explained that some trunk routes are not under local authorities and can come under South Wales Trunk Road agency (SUTRA).

Officers highlighted that they had spoken to counterparts in Swansea about the lamppost banners on Fabian way going into Swansea. Swansea had approval from planning to put flag banners on the central reservation going into Swansea. Officers will be looking into the possibility of something similar on Fabian Way within Neath and Port Talbot's boundaries while considering planning implications.

Concerns were raised around the feasibility of advertising on the roundabouts and felt it could be a potential eye sore.

Discussions took place around Income Generation and the potential for utilising statutory services for generating income. It was noted that income generation of statutory services had not been explored, however, they would consider this in future.

Following discussions around the award ceremonies, officers explained the structure of the awards. It was noted that currently the sponsors purchase tables meaning that the award winners and their families were not required to pay to attend the event. This alleviates any money pressures as events of these kind can be costly.

Members explained that the work done in Margam and the Gnoll have been very lucrative, and support has been given to try get more staff in to enable further pro-active work to try to get the advertising revenue in.

Members commended officers on their work within the projects and their efforts within Income Generation during difficult times surrounding the Budget.

Following scrutiny, it was agreed that the presentation is for noting.

5. **Consultation on 2023-24 Budget Proposals**

Members of Scrutiny received the draft budget proposals for 2023/24 allowing scrutiny to feed into the Consultation process.

The Chair of Scrutiny asked scrutiny members to provide any income generation suggestions or saving opportunities for the Budget.

Members raised a question regarding Page 24 of the supplement budget stating that in the provisional settlement of £7.1 million, they noted that £100,000 had been put aside for updating digital services. Members wanted to know if there were any guarantees that if the provisional assessment changes, that the £100,000 will still be protected.

Officers advised that indications from the Welsh Government were that the final settlement will not be lower than the provisional so therefore that should be protected.

Following scrutiny, the report was noted and any comments raised were to be included within the Budget Consultation.

6. **Forward Work Programme 2022/23**

The Forward Work Programme was noted.

7. **Urgent Items**

There were none.

CHAIRPERSON

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Cabinet (Policy and Resources) Scrutiny Sub Committee

(Microsoft Teams Meeting/ Hybrid Meeting in Council Chamber)

Members Present:

7 March 2023

Chairperson: Councillor P.Rogers

Vice Chairperson: Councillor C.James

Councillors: C.Galsworthy, R.G.Jones, S.Pursey,
S.H.Reynolds, A.J.Richards, C.Phillips and
C.Clement-Williams

Officers In Attendance H.Jones, C.Owen, C.Furlow-Harris, S.Griffiths,
A.Hinder, T.Davies and C.John

Cabinet Invitees: Councillors S.K.Hunt, S.A.Knoyle and
A.Llewelyn

1. **Chairs Announcements**

The Chair welcomed the Committee.

2. **Declarations of Interests**

There were none.

3. **Minutes of the Previous Meeting**

The minutes of the 24th January 2023 were approved as an accurate record.

4. **Customer Services update**

Members were provided with an update in relation to Customer Services, following the transfer of the service from Digital Services to People and Organisational Development within the Chief Executives Directorate, as detailed within the circulated report.

Officers provided members with a PowerPoint presentation.

Discussions took place around the practicalities of the telephony system and the data that it gathers. Members were interested in the full customer journey to ensure that any possible improvements were considered. Officers noted that any comments raised at today's meeting would be considered as part of the review.

Members were informed of a Council app that was currently being developed to help with the customer journey. Members were pleased about this to replace the dated council app.

Members wanted officers to have consideration for those constituents that don't use IT and to ensure a system was in place to ensure that the review was inclusive of all constituents.

The scrutiny members offered their support to officers to help with the review on Customer Services. It was noted that members were interested in having a Task and Finish group/one day workshop session.

Following Scrutiny the report was noted.

5. **Pre-decision Scrutiny**

Third Sector Grant Funding – Additional applications for funding

Members were updated on the additional applications for a third sector grant which was received after the official closing date, as detailed within the private report.

Members shared their concerns for the lateness of the additional applications. It was noted that a criteria and deadline for applications are set and going forward would like to stress to those organisations the importance of making an application within the deadline.

Following scrutiny, the recommendations were supported to Cabinet Board.

Miscellaneous Grant Fund Application

To seek Member approval in relation to a grant application received, as detailed within the circulated report.

It was noted that that the application was reported to the Cabinet (Policy and Resources) Sub Committee on the 24th January 2023,

however, the incorrect ward and premises was reported. This is correctly reported now as Pontardawe ward and the premises referred to is Cross Community Centre High Street Pontardawe.

Members shared their concerns in relation to the wrong premises being reported, however, understood that it was an error and Officers reassured members that a process would be in place to ensure reports are reported correctly.

It was noted that 209 accounts had received mandatory and discretionary rates. Members requested a list of the 209 accounts. Officers confirmed that a list would be shared with members, however wanted to provide reassurance that all applications go through a vigorous criteria process.

Following scrutiny, the recommendations were supported to Cabinet Board.

Neath Port Talbot Cyber Security Strategy Update 2023

Members were provided with an update on the Neath Port Talbot Council's Cyber Security Strategy, as detailed within the circulated report.

Officers provided a PowerPoint presentation.

Discussions took place around the mandatory training that all staff are required to undertake to ensure that all staff have knowledge around GDPR and security safety training to help prevent any cyber security issues. It was noted that managers are informed of those who have completed any relevant training and are informed of those that have not completed it.

Members queried the restraints around downloading apps on their iPads. Officers explained that restrictions are in place to help with security safety and to prevent any potential rogue downloads. It was noted that if there were any work related apps that members required they would need to speak with Democratic Services and IT departments.

Members requested that the action plan contain deadline dates to allow scrutiny to undertake its role in scrutinising the plan in future.

It was noted that the published action plan was not inclusive of the full action plan due to the sensitive content. However, it was noted that a deadline date would be included against each action listed.

Following scrutiny, the report was noted.

6. **Forward Work Programme 2022/23**

The Forward Work Programme was noted.

7. **Urgent Items**

There were no urgent items.

8. **Access to Meetings**

RESOLVED: that pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the above Act.

9. **Pre-Decision Scrutiny of Private Item/s**

Write Off Of Business Rates

Members were updated on the Write offs detailed within the private circulated report.

Following scrutiny, the recommendations were supported to Cabinet Board.

CHAIRPERSON

Cabinet (Policy and Resources) Scrutiny Sub Committee

(Microsoft Teams Meeting/ Hybrid Meeting in Council Chamber)

Members Present:

18 April 2023

Chairperson: Councillor P.Rogers

Councillors: C.Galsworthy, R.G.Jones, R.Phillips, S.Pursey, A.J.Richards, C.Phillips and C.Clement-Williams

Officers In Attendance C.Furlow-Harris, C.Griffiths, S.Rees, H.Jones, C.Owen, C.Cole, Liam.Hedges, A.Hinder, mason, S.White, A.Southall, T.Davies and C.John

Cabinet Invitees: Councillors S.K.Hunt, S.A.Knoyle and A.Llewelyn

1. **Chairs Announcements**

The Chair welcomed the Committee.

2. **Declarations of Interests**

Cllr. Rebecca Phillips - Item 7 on the Cabinet board papers re: Neath Port Talbot CCTV and Emergency Response Update as she is a member of the Pontardawe Town Council.

3. **Cost of Living Crisis Update**

Members received a cost of living crisis.

Members were updated on the council's ongoing response to the cost of living crisis, as detailed within the circulated report.

Members noted that there had been a number of referrals to the Hardship relief scheme and queried whether there had been any backlog. Officers informed members that they would report back on this information at Cabinet in May 2023 following discussions with Warm Wales.

Discussions took place around the initial concept of the Hardship Relief Scheme. It was noted that members had originally requested the scheme to support the public that were not only in receipt of benefits but also working constituents that are being affected by the current cost of living crisis. Officers informed members that the criteria had been set to allow a widened approach of constituents to apply for the funding, however, would discuss with warm wales and request further data to analyse whether the scheme was targeting those people that require the funding.

Following scrutiny, the report was noted.

4. **Pre-decision Scrutiny**

Neath Port Talbot CCTV and Emergency Response Update

Members were updated on the CCTV and response update, as detailed within the circulated report.

Members requested an update on the CCTV request within the Pontardawe area. Officers confirmed that with there was potential to utilise the UK shared Prosperity fund to install CCTV for the Pontardawe Town Council.

Discussions took place around the communication to public on the changes to CCTV, such as 24/7 monitoring, along with new and improved equipment. It was also mentioned that continuation of engagement with South Wales Police needed to be considered. Officers confirmed that the communications team has been tasked with informing the public via a press release on the updates around 24/7 monitoring and that engagement with the police was continuing.

Members requested that the criteria on setting the camera positions with the Committee to have an understanding on how these camera positions are set and monitored.

Financial impacts were discussed, it was felt that the details of the financials around supporting CCTV going forward had not been incorporated within the impacts. It was noted that separate information on the financials would be shared with the members as well as the report template be reconsidered to ensure appropriate information is included going forward.

Following scrutiny, the report was noted.

5. **Forward Work Programme 2022/23**

Officers updated members on the Forward Work Programme. Members were informed that a Forward Work Programme session would be programmed in, to allow the Committee to populate a further Forward Work Programme, following the Annual Meeting of Council.

6. **Urgent Items**

There were none.

CHAIRPERSON

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Cabinet (Policy and Resources) Scrutiny Sub Committee
(All starting 2pm unless otherwise stated)

Meeting Date	Agenda Item	Contact Officer
2023		
25 July		
September		
17 October	3 rd Sector Grants	Noelwyn Daniel/Caryn Furlow
28 November		
2024		
9 January		
20 February		
9 April		
14 May		

Items to be scheduled in for 2023/24 FWP

- Procurement Strategy – June 2023, Craig Griffiths
- Customer Services Review- Members keen to participate in review.