



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

10.00 AM TUESDAY, 23 JANUARY 2024

VIA MICROSOFT TEAMS

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1. Welcome and Chairs Announcements
2. Declarations of Interests
3. Minutes of Previous Meeting (*Pages 3 - 20*)
 - 24 October 2023
 - 5 December 2023
4. Forward Work Programme (*Pages 21 - 22*)
5. Western Gateway Representation (*Pages 23 - 28*)
6. Quarter 3 Financial Monitoring 2023/24 (*Pages 29 - 32*)
7. South West Wales Corporate Joint Committee Budget 2024/25 (*Pages 33 - 44*)
8. 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, 17 January 2024

Committee Membership:

Chairperson: Councillor R.Stewart

Vice
Chairperson: Councillor D.Price

Councillors: D.Simpson and S.K.Hunt

National Park
Representatives: A.Edwards and D.Clements

Co-Opted
Members: E.Woollett, J.Hardisty, P.Boyle, E.Evans and S.Toombs

South West Wales Corporate Joint Committee

(Via Microsoft Teams)

Members Present:

24 October 2023

Chairperson: Councillor R.Stewart

Vice Chairperson: Councillor D.Price

Councillors: D.Simpson and S.K.Hunt

**National Park
Representatives:** A.Edwards and T.Jones

Co-Opted Members: D.Jones, E.Woollett and P.Boyle

**Officers In
Attendance:** M.Nicholls, G.Jones, D.Clements, W.Bramble,
K.Jones, C.Griffiths, G.Jones, S.Aldred-Jones,
S.Rees, S.Davies, B.George, R.Gill, D.Griffiths,
J.Jones, L.McAndrew, D.Thomas, M.Wade,
Hemingway, S.Byrne, A.Williams and
C.Plowman

1. **Welcome and Chairs Announcements**

The Chairperson welcomed everyone to the meeting.

2. **Declarations of Interests**

There were no Declarations of Interests received.

3. **Minutes of Previous Meeting**

The minutes of the previous meeting, held on 6 June 2023, were approved as an accurate record.

4. **Forward Work Programme**

Members received the South West Wales Corporate Joint Committee Forward Work Programme.

It was confirmed that Officers would be arranging a workshop, for the Leaders and National Park representatives, in order to start discussions around the budget options for 2024/25; this would be a similar arrangement to that of the previous year. It was noted that the workshop would be arranged prior to the next meeting of the South West Wales Corporate Joint Committee scheduled for 5 December 2023.

The Forward Work Programme was noted.

5. **Update on Investment Zones**

The Committee were provided with a presentation from SQW in regards to investment zones.

It was explained that colleagues in Swansea and Carmarthenshire Councils commissioned SQW to develop a prospectus for a new green industries investment zone, covering the two local authority areas; the draft prospectus was included within the circulated agenda for the meeting.

Members were informed that investment zones was launched by UK Government in 2023 to develop 'high potential clusters in areas with unmet productivity potential' where local strengths and assets can be leveraged to create sustainable growth.

It was noted that a limited number of investment zones would be allocated across the UK; eight had been pre-announced in England, and there was likely to be one in Wales and one in Scotland.

SQW highlighted that the intention of investment zones was to build on areas where there were sectoral strengths in relation to a limited number of sectors, which government predefined in its policy offer; including green industries, advanced manufacturing, creative industries, life sciences digital and tech.

It was stated that UK Government had announced that each investment zone in England would receive a £80million package, which would equate to £20million per annum over four years; with a balance on how that might be used flexibly between fiscal incentives, business rates and other forms of spending.

The Committee was informed that the process for Wales had not yet been made clear; however, colleagues in Swansea and Carmarthenshire Councils were very interested in providing an early

expression of interest to Welsh Government. It was highlighted that the proposal was focused on green industries, which was one of the governments stated priorities; and set out the prospectus as being complementary with the Celtic Freeport, with a large part of the narrative around adding value to the Celtic Freeport and South Wales industrial cluster.

In addition to the above, it was mentioned that there was emphasis within the guidance on the contributions that universities and business could make; SQW had built this into the prospectus, and had consulted with organisations such as Swansea University, the University of Wales Trinity Saint David and Local Authorities, when developing the document.

The core narrative was presented to Members, which highlighted that the investment zone will connect the energy generation potential, research and innovation capabilities, major sites and industrial strengths to support a higher-value, decarbonised economic future and greater wellbeing.

It was noted that SQW had completed an initial view of the potential benefits of the investment zone; it could unlock 5,300 jobs and £3.9billion in additional annual GVA. It was mentioned that this statement was broadly in line with the figures that had been quoted by other places that had been allocated an investment zone in England.

The presentation detailed the high level logic model, which was set out in the prospectus. When putting this together, it was mentioned that SQW were mindful in obtaining a balance between being high level enough in order to be flexible in light of the currently unknown content of the guidance; whilst also giving enough specificity to be clear about some defined areas and building on key strengths.

SQW provided an overview of this model:

- Green industry strengths – there was no real definition of green industry in the governments documentation, therefore SQW had identified the following five areas in which South West Wales had a number of strengths:
 - Energy production and distribution
 - Advanced manufacturing
 - Agriculture, agritech, food and bioscience
 - High value low carbon services

- Decarbonisation technologies in the built environment
- Key locations – SQW had identified the following key locations where a package of incentives might be of value:
 - Swansea Energy and Transport Hub, and Port Development
 - Llanelli Low Carbon Cluster
 - Swansea City Centre and Waterfront
 - Nantycaws Circular Economy Park
 - Parc Felindre
 - Cross Hands Growth Zone
- Opportunities unlocked – SQW had identified the following opportunities that could be unlocked through the progression of this proposal:
 - Green, renewable energy supply
 - New investment in advanced technologies
 - Expanded local supply chain
 - Stronger market for adaption and adoption
 - Strengthened skill base
- Regional impact – the following were acknowledged to be the positive impacts on the region:
 - 5,300 jobs
 - £3.9billion additional GVA
 - Increased business and industrial resilience
 - Accelerated progress to net zero
 - Enhanced health and wellbeing

A discussion took place in relation to the next steps, which included engagement with Welsh Government in regards to the prospectus, further work in understanding how an investment package might work, and determining what could realistically be delivered within the time frame of this designation. It was added that although the future application process was unknown, it was likely that it would require a business case, similar to that which accompanied the Freeport competition.

Members queried the timescales and finances that would be needed to develop and deliver this programme. It was explained that a lot of this was still unclear due to the current lack of clarity in how Welsh Government wishes to proceed with the process. Officers stated that they were aware that discussions were ongoing between UK and Welsh Governments, with UK Government clearly indicating that they

will only fund one investment zone in Wales; it will be up to Welsh Government to decide if they wish to allocate the one location, or open it up to competition.

The Committee was reminded that the Chief Executive presented a report to the previous meeting of the South West Wales Corporate Joint Committee, 6 June 2023, when the policy offer was first launched. It was confirmed that the Committee granted authority to the Chief Executive to commence initial discussions with Welsh and UK Governments in order to explore the benefits that could accrue if an investment zone policy offer were to be allocated to South West Wales; as well as resolving that 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. Officers confirmed that these actions had been completed, and that it would be beneficial to send another letter to request a meeting with the relevant ministers.

It was noted that in the interim, the four Leaders had met with the relevant minister and relayed the work that was being carried out across the region, including the intention to bid for an investment zone. The Chairperson welcomed the suggestion of arranging a meeting with the relevant ministers, and to enable the Leaders to take any actions necessary to ensure UK and Welsh Government were aware of the regions intentions to secure an investment zone.

The four Leaders reiterated the benefits of the proposal for the region, and expressed that they were content for Welsh Government to have sight of the draft prospectus.

RESOLVED: That the report be noted.

6. Quarter 1 Financial Monitoring 2023/24

The Quarter 1 Financial Monitoring for the year ended 2023/24 was provided to the Committee.

It was highlighted that the South West Wales Corporate Joint Committee had previously approved the budget of £617,753 for the financial year 2023/24, at their meeting on 24 January 2023; the budget was funded with a levy from each of the constituent authorities.

Officers explained that the current forecast outturn presented a total underspend of £328,878 against the budget. It was noted that there was an underspend in respect of the Sub Committees, due to the

limited activity; as well as a £90,000 underspend on Planning and Programme management expenditure. Officers stated that there was also an underspend in respect of the Regional Management Office; mainly due to the Business Manager post currently being vacant, and a reduced forecast spend on external consultancy costs. It was also added there was a predicted underspend in respect of support services, which was due to the budgeted Senior Accountant post remaining vacant as it was not yet required due to the level of activity.

Reference was made to the earlier mentioned workshop for the budget setting for financial year 2024/25. It was stated that discussions around the treatment of this years projected underspend would be important.

RESOLVED: That the report be noted.

7. Welsh Language Standards

Officers provided a report to inform Members of contact with the Welsh Language Commissioner's Office, with regards to the application of Welsh Language Standards and the issuing of a compliance notice.

It was explained that the South West Wales Corporate Joint Committee had previously agreed to voluntarily adopt Carmarthenshire Council's Welsh Language Standards, as a basis for the Committees work; it was encouraged by the Welsh Language Commissioner, not to wait for the statutory process to embrace the policy objectives around Welsh language.

The circulated report detailed that the Welsh Language Commissioner had now started that formal process of determining which standards will apply to the Corporate Joint Committee. Officers confirmed that they had been in discussions with the Welsh Language Commissioners Office to inform them that the Committee had adopted Carmarthenshire Councils standards on a voluntary basis, with the hopes that this will enable the statutory process to conclude much more quickly.

Members were informed that the timeframe to respond to the Welsh Language Commissioner would be up until 5 January 2024, as this was the set date for the consultation to end. It was mentioned that Officers were currently looking at what the Commissioner was proposing, against the standards that the Committee had already voluntarily adopted.

It was stated that it was intended to provide a further report at the next meeting of the South West Wales Corporate Joint Committee, to formalise the response from the Committee into the Welsh Language Commissioner's process.

RESOLVED: That the report be noted.

8. **RTP Implementation Plan for Submission to Welsh Government**

The Committee was informed that the South West Wales Corporate Joint Committee had a duty to prepare a Regional Transport Plan (RTP); the first stage of this work was to produce an Implementation Plan, for submission to Welsh Government by the end of October 2023.

The draft Implementation Plan was attached as Appendix 1 of the circulated report, and Officers were seeking Members approval to submit this Implementation Plan to Welsh Government.

Officers presented the draft Implementation Plan to the Committee, and highlighted key points in regards to the project goal, the work packages required to completing the development of the RTP, the identified risks and the timeline for delivery.

Members were sighted on the policy context of the RTP, and were informed of the importance to ensure that the RTP was reflective of the Wales Transport Strategy (Llwybr Newydd); and aligned to other National, Regional, Local strategies and priorities.

It was explained that there were two main elements to the preparation of the RTP; Developing the Case for Change, and Developing the Regional Transport Plan. Officers provided the Committee with an overview of some of the work required to be undertaken, in order to progress with these work streams.

The high level risks associated with delivering a Regional Transport Plan for South West Wales were presented to the Committee:

- Political agreement on policies and high level outcomes – although the RTP was a Regional Plan, it also needed to suit the individual Local Authorities (not just the agreement of the plan, but the timescales for the approvals through the individual Local Authorities);
- Regional agreement on prioritised Regional Transport Delivery Plan (RTDP) schemes list – producing this list would require Officers to have an indication of the level of funding that will be

made available to deliver the schemes, however this was still unknown;

- Challenging timescales for submission and adoption of the RTP – the fixed deadline for final RTP submission (29 March 2025) was first set some time ago, and since then there had been delays associated with this work stream, such as the delay in Welsh Government providing their guidance. However, the fixed deadline had not been amended and was noted to be very ambitious in terms of delivering a meaningful piece of work;
- Available resource within Local Authorities to deliver the RTP, and the number of specialist studies to be undertaken in the development of the RTP and lack of funding to deliver – there were limited resources in each of the Local Authorities, and therefore certain pieces of work will need to be commissioned. However, currently there were no clear streams of funding to be able to do this.

Reference was made to the draft letter for the Minister, attached at appendix two of the circulated report, which addressed the risks highlighted in the plan; it was proposed that this letter be submitted, along with the Implementation Plan, to Welsh Government. The Chair of the Regional Transport Sub Committee provided an overview of the concerns raised in the Sub Committee meeting, and the importance of submitting the letter to the Minister to raise these concerns formally.

A discussion took place in regards to how the RTP would align with the needs of the communities and aspirations across the region; with particular concerns raised in regards to the bus industry. Officers provided assurances that all modes of public transport, that were integral to the region, would be incorporated into the plans; the RTP will help establish the policy context, to bring the various different strands, and programmes of work, together.

RESOLVED: That the Implementation Plan, contained within the circulated report, be approved to allow for submission to Welsh Government to meet the requirements of the Regional Transport Plan mandate.

9. Audit Wales Letter - Commentary of Corporate Joint Committee Progress

Members were provided with Audit Wales' Commentary on the Corporate Joint Committee's progress letter with regards to the South West Wales Corporate Joint Committee, and the proposed action plan.

It was explained that there were a range of statutory duties placed on Corporate Joint Committees, and Audit Wales were responsible for auditing compliance with a range of those duties; specifically around the duties set out in the Wellbeing of Future Generations (Wales) Act 2015 and the Local Government and Elections (Wales) Act 2021.

The Chief Executive for the South West Wales Corporate Joint Committee was pleased with the conclusion contained within the letter, as it demonstrated making good process in discharging a range of those duties. It was noted that the Child Poverty Action Plan and the Participation Strategy were two particular pieces of work that needed to develop further over the next six months.

In addition to the above, it was mentioned that the auditors had drawn some conclusions in regards to the progress of the Regional Transport Plan (RTP) and the Strategic Development Plan (SDP); the Chief Executive for the South West Wales Corporate Joint Committee, had been clear with auditors in respect of the ongoing discussions between the Committee and Ministers around the funding of these processes and the amount of investment available to deliver the change.

The Committee was informed that Audit Wales had also produced their overview report which summaries the position across the whole of Wales. It was confirmed that this report would be brought to the next meeting of the South West Wales Corporate Joint Committee.

Audit Wales confirmed that they had carried out some initial work last autumn, and fed that back to representatives of the South West Wales Corporate Joint Committee in the spring of this year; before then carrying out some further work in the summer to update their findings. It was recognised by Audit Wales that the letter, included within the circulated report, set out a position at a particular point in time, and work had clearly moved forward since then. It was added that Audit Wales would be monitoring progress over the course of the year.

It was explained that Audit Wales had issued letters to each of the four Corporate Joint Committees. The following points were

highlighted in respect of the South West Wales Corporate Joint Committee:

- Welsh Government Aims – it was evident that there was a clear understanding of Welsh Government’s aims for the Corporate Joint Committees; although it was apparent that it wasn’t entirely supportive of the need for the Corporate Joint Committees. Audit Wales appreciated that this was in part linked to the concerns about lack of resources to support the implementation of the Corporate Joint Committees and its functions. Nevertheless, it was recognised that the Corporate Joint Committee was generally positive about the opportunities that could be brought forward for the region.
- Governance Arrangements – Audit Wales were assured that the majority of core governance arrangements had been established, and were up and running. At the time of the audit, the Sub Committees hadn’t been stood up, however it was recognised that this had since changed. It was noted to be positive that the South West Wales Corporate Joint Committee had involved the National Parks fully in its arrangements, beyond the statutory role.
- Progress and Clarity of Plans – it was identified that the South West Wales Corporate Joint committee has a clear vision set out in its Corporate Plan; and had been building on the work of the Swansea Bay City Deal, as well as exploring options of how the two arrangements could work together in order to minimise the administrative burden and associated costs of operating the two arrangements. However, it was detailed that at the time of the audit work, it was felt that progress with delivering the RTP and SDP has been limited; Audit Wales were aware that some of this was due to the late issuing of guidance, and in the auditor summary report reference had been made to the concerns in regards to Welsh Government preparedness and the financial status issues.
- Partnerships – Audit Wales concluded a positive finding in regards to partnership working with other organisations, particularly around the arrangements in place involving Health Boards and Universities; as well as its co-option agreement. Auditors looked forward to see how this progresses in terms of maximising the collaborative power across the region.
- Well-Being of Future Generations Act – it was acknowledged that the well-being objectives had been published, and incorporated within its corporate plan. Audit Wales will be

expecting the South West Wales Corporate Joint Committee to apply this principle in a meaningful way, across its functions. It was added that the auditor will be undertaking examinations of the extent, to which it had applied the sustainable development principle in future years, as required by the Act.

It was explained that the previously mentioned summary report, which will be published by Audit Wales, contained the cumulative findings from the four Corporate Joint Committees; it will be important to read this report in conjunction with the individual letters, because although some of the findings were general, there were findings that would be pertinent to some Corporate Joint Committees more than others.

Members highlighted that Welsh Government had previously committed to ensuring that the establishment of the Corporate Joint Committees wouldn't have an adverse impact on frontline services; and it was important that they fully recognise the financial pressures of Local Authorities. It was noted that the Leaders of Councils were faced with the difficulty of setting their own budgets in the current financial climate.

Audit Wales were asked if any of the other Corporate Joint Committees across Wales had raised the issues surrounding resource; and if so, would Audit Wales provide any recommendations to Welsh Government as a result of those discussions. It was noted that the resource concerns had come through most strongly from the South West; the matter hadn't been raised consistently with Audit Wales, however that does not mean that it was not an issue. Members were informed that Audit Wales were aware of the different challenges that the Corporate Joint Committee and Local Authorities weren't currently faced with; however, they wouldn't be making recommendations specifically around resourcing. It was concluded that Audit Wales would continue to monitor over the next 12 months, in order to obtain a more informed understanding of the next steps and if further work needed to be carried out.

RESOLVED: That the action plan be approved.

10. Urgent Items

There were no urgent items received.

CHAIRPERSON

South West Wales Corporate Joint Committee

(Via Microsoft Teams)

Members Present:

5 December 2023

Chairperson: Councillor D.Price

Councillors: D.Simpson, S.K.Hunt and D.Hopkins

**National Park
Representatives:** A.Edwards and T.Jones

Co-Opted Members: E.Woollett

**Officers In
Attendance:** M.Nicholls, W.Walters, W.Bramble, K.Jones,
D.Clements, C.Moore, A.Eynon, S.Aldred-
Jones, C.Griffiths, L.McAndrew, H.Rowlands
and C.Plowman

1. **Welcome and Chairs Announcements**

The Chairperson welcomed everyone to the meeting.

2. **Declarations of Interests**

There were no Declarations of Interests received.

3. **Forward Work Programme**

The South West Wales Corporate Joint Committee Forward Work Programme was noted.

4. **South West Wales Corporate Joint Committee Annual Return for year ending 31 March 2023**

Members received the South West Wales Corporate Joint Committee annual return for the year ended 2022/23.

The Committee was informed of the process of the approval of accounts for the South West Wales Corporate Joint Committee. It

was highlighted that the Corporate Joint Committee – Governance and Audit Sub Committee were the responsible Committee for receiving and approving the accounts. It was confirmed that the accounts for the year ended 2022/23, had gone through this process on 26 October 2023; and had been signed by the Chair of the Governance and Audit Sub Committee.

It was mentioned that due to the size of the turnover, there wasn't a requirement to complete a full statement of accounts; instead Officers had to complete an annual return, which was detailed in Appendix B of the circulated report.

Officers reminded the Committee that the agreed budget for 2022/23 was £575k, with the corresponding levy raised; and that the expenditure for the year was £190.6k. It was noted that the full detail of expenditure was included in Appendix A of the circulated report; this document also detailed an under spend of £384.8k. It was added that the under spend balance had been transferred into the reserves.

It was further explained that 2022/23 was the first year of operation for the South West Wales Corporate Joint Committee; hence why there was a limited spend. Officers also mentioned that £20k was allocated to each Sub Committee of the Corporate Joint Committee, however these monies weren't utilised in 2022/23. It was noted that in the current year, there had been a lot more activity in regards to the work of the Sub Committees.

RESOLVED:

That the report be noted.

5. **South West Wales Corporate Joint Committee Quarter 2 Financial Monitoring 2023/24**

The Committee received the Quarter 2 financial monitoring for 2023/24.

The Finance Officer provided an overview of the detail included in the financial monitoring, which was captured in Appendix A of the circulated report; the document highlighted the activity carried out in the current financial year. It was noted that a total of £384.824 had been brought forward from the last financial year, to the current financial year.

It was noted that the levy was amended slightly when setting the budget for the 2023/23 financial year; the total budgeted amount was set at £617.753. Officers explained that there had been a lot more activity carried out in the current financial year; however, Officers were still anticipating an under spend for the 2023/24 financial year.

A discussion took place in regards to the forecast for the various work streams. It was stated that the work streams were anticipated to spend around £5k each; with the exception of transport, where £50k spend was anticipated.

Members were informed that there were still some pursuance of grants from Welsh Government, in terms of supporting some of the work streams; however, this had not been concluded as of yet.

Officers highlighted that there was a reduced cost associated with the Regional Management Office due to the Business Manager post becoming vacant in June 2023, and not yet filled.

It was concluded that Officers were anticipating a total spend of £322k for the 2023/24 financial year, resulting in a potential underspend forecasted at £295,542; any underspend will be held in reserves, and will support the budget or activity in future years.

RESOLVED:

That the report be noted.

6. Update to the Terms of Reference of the Sub-Committees of the South West Wales Corporate Joint Committee

A report was provided in regards to amending the Terms of Reference for the Corporate Joint Committee Sub-Committees.

Officers explained that the proposed amendment would allow the requisite Cabinet Member, from the same political lead authority, to Chair the Sub-Committee meeting; either in the absence of the Leader or at the request of that said Leader.

It was queried whether the Leaders would be permitted to ask the relevant Cabinet Member to permanently Chair the meeting. Officers highlighted that the default position would be for the relevant Leader to Chair the meeting; however, the amendment would allow for the individual Leader to delegate the meeting in its entirety to the Cabinet Member, if they wish to do so.

RESOLVED:

That the terms of reference for the Corporate Joint Committee Sub-Committees be amended, as set out in paragraph 5 of the circulated report.

7. **Audit Wales - All Wales Corporate Joint Committee Report**

Members were presented with an Audit Wales Report which provided commentary on Corporate Joint Committee progress across Wales.

It was explained that the Audit Wales report was included as Appendix 1 of the circulated report; the report included a section in regards to the five recommendations in which Audit Wales expected to see all Corporate Joint Committees making further progress on over the next 12-18 months.

The National Park Authority representatives welcomed the recommendation in regards to partnership working with National Park Authorities.

RESOLVED:

That the report be noted.

8. **Corporate Plan - Draft Priorities for 2024/25**

Officers provided a report which was seeking approval to consult with stakeholders on the actions/steps that the Committee proposes to undertake, in order to deliver the wellbeing objectives set for the South West Wales Corporate Joint Committee in 2024/25.

Officers explained that the three main objectives that were approved last year as part of the Corporate Plan, would remain the same for the South West Wales Corporate Joint Committee.

It was highlighted that at a recent workshop, Officers discussed some of the achievements of the Corporate Joint Committee throughout the past year, and compiled a list of next steps; these steps were detailed within the circulated report.

Members were provided with further information in regards to the step relating to the Investment Zone; although the Investment Zone would be situated in the South East, Officers felt that there was opportunity to explore and support some of the activities that were included within the Investment Zone Prospectus for the South West.

It was noted that granting permission to consult on these priorities, would provide opportunity over the coming weeks to reflect upon the budget and what priorities should be taken forward in 2024/25.

Members queried the approach that would be taken in regards to the consultation process. Officers confirmed that they would be taking the same approach that was used for the Corporate Plan consultation process, including timescales.

It was acknowledged that further discussions would need to take place regarding the budget and delivering on the agreed priorities.

RESOLVED:

That authorisation be granted to the Chief Executive to undertake formal consultation on the well-being objectives and the proposed actions/steps to be taken in 2024/25, in order to deliver the wellbeing objectives.

9. **Welsh Language Standards**

Officers presented a report which was seeking authority to respond to the consultation initiated by the Welsh Language Commissioner on the proposed standards to the South West Wales Corporate Joint Committee.

It was explained that Officers had cross checked the Welsh Language Standards that the South West Wales Corporate Joint Committee had adopted, against the standards that were included within the Draft Compliance Notice received from the Welsh Language Commissioner's Office.

Officers confirmed that there were no differences in the standards, and therefore were seeking to formally respond to the Welsh Language Commissioner's Office prior to the end of the ongoing consultation; indicating that the Committee would be content to proceed to the next stage of the process.

RESOLVED:

That authorisation be granted to the Chief Executive to formally respond to the Welsh Language Commissioner before 5th January 2024, indicating the Committee's acceptance of the proposed Welsh Language Standards for the South West Wales Corporate Joint Committee.

10. **Urgent Items**

There were no urgent items received.

CHAIRPERSON

**SOUTH WEST WALES CORPORATE JOINT
COMMITTEE**

FORWARD WORK PROGRAMME

2023-2024

Meeting Date 2024	Agenda Item	Type	Contact Officer
21 February 2024	Regional Transport Plan - Case for Change	Decision	Dave Griffiths, Stuart Davies, Darren Thomas & Daniel John

Meeting Date 2024	Agenda Item	Type	Contact Officer
19 March 2024	Corporate Plan 2024/25	Decision	Louise McAndrew

SOUTH WEST WALES CORPORATE JOINT COMMITTEE

23rd January 2024

Report of the Chief Executive

Report Title: Western Gateway Board Representation

Purpose of Report	To decide an appropriate approach to take regarding the offer tabled for an additional seat to be added for the South West Corporate Joint Committee on the Western Gateway Board.
Recommendation(s)	It is recommended that Members consider the options provided and proceed with Option 1: Agree the additional seat as a Corporate Joint Committee seat on the board in addition to Swansea's seat.
Report Author	Will Bramble
Finance Officer	Chris Moore
Legal Officer	Craig Griffiths

Introduction / Background: Background and Context

The Western Gateway is a cross-regional partnership of local government, business and academia leaders across South Wales and Western England. The Western Gateway aims to work towards driving economy forward, creating opportunities for sustainable growth using skills and industry to power a greener, fairer future for our area and the UK.

In 2019, three of the four South West Wales authorities, Neath Port Talbot Council, Carmarthenshire County Council and Pembrokeshire County Council, concluded that they would not be included in the Western Gateway.

However, following the successful bid for the Celtic Freeport (which would bookend the South West Wales Corporate Joint Committee region between Neath Port Talbot and Pembrokeshire), the three local authorities have discussed whether there is now a case for joining and if this would help deliver synergy and benefit across several mutual areas and aims. The Celtic Freeport is being set-up to facilitate industrial scale decarbonisation, renewable energy associated innovation and skills development, and is intended to bring with it significant potential for economic growth across the region. The Freeport's development across the South West of Wales CJC area, alongside the last two years of the CJC's development regarding the partnership of the four county councils particularly where energy, planning, economic growth and transport networks are concern align strongly with the strategic aims of the Western Gateway. The H2 network from Milford Haven through Carmarthenshire and onto Port Talbot, and the necessity to deliver a genuine high speed/short journey rail network are two examples that align well.

Carmarthenshire, Neath Port Talbot and Pembrokeshire County Councils wrote to the Western Gateway individually to express their interest in joining the partnership, seeking to gain a seat each so that they may represent themselves on the board.

Following the local authorities' individual approaches to potentially join the partnership, the Western Gateway Board considered that there would be a strong economic case for the whole of the Swansea Bay City Deal area to formally become part of the partnership, in particular because of the opportunities in Floating Off-Shore Wind and Hydrogen and the hugely important role the ports already play in maximising those opportunities.

During initial discussions, it was the feeling of the Western Gateway Board that it is important to be consistent with the way the sub-regions are represented across the Western Gateway in relation to governance. The discussion surrounding the South West Corporate Joint Committee's joining of the Western Gateway Board has been based on replicating the Cardiff Capital Region arrangements, where Cardiff City Council has one space and then there is a space on rotation for the remaining local authorities in the Capital Region. The Western Gateway Board felt that this was the most appropriate membership model for the Swansea Bay City Deal area and have agreed to give Swansea Bay City Deal one additional membership at the Board in addition of the seat already held by City and County of Swansea Council. It would be for the South West Wales Corporate Joint Committee/Swansea Bay City Deal participants under their own governance to determine who represents the area at the Board initially.

Given the statutory duties now on corporate joint committees it is felt that the determination in this regard should be via the South West Wales Corporate Joint Committee and not the Swansea Bay City Deal.

Unfortunately, the Western Gateway Board have been clear that they cannot accept individual authority requests to join, and will turn down individual requests to join from each of the local authorities within the South West Corporate Joint Committee. It should be noted that previous dialogue with Western Gateway suggested Carmarthenshire and Pembrokeshire would have an interest in joining but only on the basis of full membership and a seat on the Board. This was the basis of Neath Port Talbot County Borough Council's approach as well.

Therefore, 3 potential options which could be taken by the South West Wales CJC exist:

Potential Options:

1. Agree the additional seat as a Corporate Joint Committee seat on the board in addition to Swansea's seat.

Swansea will retain its existing seat on the board. A new/additional seat for the South West Wales CJC will be added. The initial additional representative for the region will need to be communicated to Western Gateway, with one of the three authorities leading on an annual rotation.

Advantages of this option:

It would be beneficial for Pembrokeshire, Carmarthenshire and Neath Port Talbot Council's to have a voice as a conduit into the Western Gateway Board providing an input via a regional seat in the upcoming Western Gateway review of governance.

Disadvantages of this Option:

The main disadvantage to this option is that it doesn't meet the desired outcome that Neath Port Talbot, Carmarthenshire and Pembrokeshire set out for, which was to secure individual representation within the Western Gateway for each of the Local Authorities.

Swansea having a separate seat on the Western Gateway Board, would also create a 2-tier approach of having double representation for the South West Corporate Joint Committee region with one seat on the board belonging to Swansea, and the other to the initial representative of the South West Corporate Joint Committee that will take the seat. This has the potential to create complications of clarity on the Board, or uncertainty about who is the actual representative for the south west area on the Board. .

2. Maintain the status quo of not joining the gateway.

Advantages of this option:

The advantage of taking this option, would be that Swansea could continue with its historic existing membership without worrying about creating a two-tier representation, or double representation approach on the Board.

This would avoid any potential issues of clarity on the Board.

Disadvantages of this option:

The disadvantage of taking this option, is that it would lead to the weakening of the rest of the region's voice and influence on a national stage and would reduce our access to, and influence on UK central government.

The rest of the region would also be missing out on the economic opportunities and assistance that comes with being a member of the Board.

3. Swansea relinquish their seat on the board, and allow the South West Wales CJC to take the seat.

It should be noted that the South West Wales Corporate Joint Committee cannot insist on this requirement as the decision as to whether to vacate their existing seat would vest in Swansea alone as it would be a voluntary surrender by Swansea. Swansea do not wish to give up their current seat on the Western Gateway board, and as such this option is not an option we can proceed with.

Financial Impacts:

If the South West Wales Corporate Joint Committee take up a seat on the Board, there will be a membership fee required for the additional seat on the Western Gateway Board of

£10,000 per annum as match funding for the financial support provided by the Department for Levelling Up to demonstrate local buy in to the Pan Regional Partnership.

Integrated Impact Assessment:

The South West Wales 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.**

In recognition of the above duties, the Corporate Joint Committee 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.

The South West Wales Corporate Joint Committee approved its Corporate Plan 2023-2028 in March 2023. The Corporate Plan includes the 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.”*

Well-being of Future Generations (Wales) Act 2015

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

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'.

The South West Wales Corporate Joint Committee approved its Corporate Plan 2023-2028 in March 2023. The Corporate Plan contains the South West Wales Corporate Joint Committee'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(s) 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."

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."

Workforce Impacts:

There are minimal workforce impacts for the Corporate Joint Committee to be concerned with in relation to this report.

Legal Impacts:

There are no legal impacts for the CJC to be concerned with in relation to this report.

Risk Management Impacts:

Failure to become a part of/being outside of the Western Gateway could potentially lead to the region having a weakened voice and decreased influence on the national stage and with UK Government.

Consultation:

No formal consultation required for the purpose of this report.

Reasons for Proposed Decision:

To ensure the opportunity for the South West Wales Corporate Joint Committee to gain representation on the Western Gateway Board is not missed, and that an agreed approach is taken to ensure clarity of representation for the South West Wales area on the Western Gateway area.

Recommendation:

That the South West Wales Corporate Joint Committee agree the additional seat as a Corporate Joint Committee seat on the board in addition to Swansea's seat.

Representation of the South West Wales Corporate Joint Committee on the Western Gateway Board will be provided by one of the Leaders of the three local authorities on an annual rotation basis as stated below, starting with the Carmarthenshire County Council.

- Leader, Carmarthenshire County Council
- Leader, Neath Port Talbot County Borough Council
- Leader, Pembrokeshire County Council

Implementation of Decision:

This decision is proposed for implementation following the conclusion of the three-day call day call in period.

Appendices:

None

List of Background Papers:

Western Gateway Board Letter

SOUTH WEST WALES CORPORATE JOINT COMMITTEE

23rd January 2024

Report of the Chief Finance Officer

Report Title: Quarter 3 Financial Monitoring 2023/24

Purpose of Report	To provide the Joint Committee with the Quarter 3 Financial Monitoring for year ended 2023/24.
Recommendation	That the Joint Committee receive the Quarter 3 Financial Monitoring for year ended 2023/24.
Report Author	Chris Moore
Finance Officer	Chris Moore
Legal Officer	Craig Griffiths

1.0 Background:

- 1.1 The SWWCJC was formally constituted on 13th 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 24th January 2023 the SWWCJC approved the 2023/24 budget which was set at £617,753 with a levy from each of the constituent authorities.

2.0 Forecast Outturn 2023/24:

- 2.1 The forecast outturn in **Appendix A** shows a total underspend of £344,200 against the budget.
- 2.2 The main variances are:
- 2.2.1 The Accountable Body is expected to be underspent by £20,236 due to reduction in External Audit work as there is no requirement yet for the preparation of full set of accounts.
- 2.2.2 Governance and Internal Audit is forecasting an underspend of £18,250 again due to minimal activity which has resulted in less Internal Audit work and Sub-Committee Support Costs & Expenses from Pembrokeshire County Council.
- 2.2.3 Support Services are predicting an underspend of £61,009 which is due to the budgeted Senior Accountant post remaining vacant as not yet required due to the level of activity, and a decrease in Human Resources expenses expected to be incurred by Neath Port Talbot Council compared to budget.

2.2.4 The Sub-Committee expenditure shows a forecast underspend of £35,000 in respect of sub-committees where there is lower activity and a delayed start compared to the budget. It is expected that all the £125k Welsh Government grant allocated to the development of the Regional Transport Plan will be utilised in 2023/24. There is a £140,000 underspend on Planning and Programme management expenditure.

2.2.5 The Regional Management Office shows an underspend of £91,955 with the main differences being, £34,981 due to the Business Manager post becoming vacant in June 2023 with the replacement starting in February 2024, £41,206 Consultancy and Specialist Adviser work not being commissioned and £14,000 due to reduced usage of Translation Services.

2.2.5 No provision has been made for any Contingency/Reserves due to the surplus position.

2.3 A reserve was set up for £384,824 underspend in 2022/23 and any further underspend in 2023/24 would increase the balance of this reserve.

2.4 The CJC is funded by the 4 local authorities, with the total budgeted amount split by population size (mid-year 2020 – Statswales.gov.uk) shown below:

<i>Local Authority Levy</i>	
City and County of Swansea Council (Levy)	215,203
Carmarthenshire County Council (Levy)	165,898
Neath Port Talbot CBC (Levy)	126,022
Pembrokeshire County Council (Levy)	110,630
	617,753

Under the current legislation the National Park Authorities (NPAs) are only financially obligated to support the strategic planning aspects of the CJC. Given that there is likely to be limited activity in terms of the Strategic Development Plan in 2023/2024 (with a budget of £20,000 allocated to the strategic planning sub-committee), it is not considered appropriate to raise a levy upon the NPA's in 2023/2024.

3.0 Financial Impact:

3.1 The Quarter 3 Forecast Outturn for 2023/24 shows an underspend against budget of £344,200.

4.0 Integrated Impact Assessment:

4.1 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.

4.2 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’.

4.3 There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and this report is to establish financial arrangements in accordance with legislation.

5.0 Workforce Impacts:

5.1 There are no workforce impacts for this report.

6.0 Legal Impacts:

6.1 The SWWCJC is responsible for undertaking periodic financial monitoring against approved budget in accordance with legislation and failure to do so would render the SWWCJC in breach of its obligations.

7.0 Risk Management Impacts:

7.1 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.

8.0 Consultation:

8.1 There is no requirement for formal consultation.

9.0 Reasons for Proposed Decision:

9.1 To receive the Quarter 3 Financial monitoring for financial year 2023/24.

10.0 Implementation of Decision:

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

Appendices: Appendix A – Quarter 3 Financial Monitoring 2023/24

List of Background Papers: None

Appendix A

South West Wales Corporate Joint Committee					
Q3 Financial Monitoring					
Financial Year 2023/24					
Description	Actual 2022/23 (£)	Budget 2023-24 (£)	Predicted Outturn 2023/24 Q3 (£)	Variance (£)	Notes
Expenditure					
Joint Committee					
Democratic Services					
Democratic, Scrutiny and Legal Support Costs	67,000	73,700	73,700	-	Provided by NPT, forecasted at budget
Democratic Services Total	67,000	73,700	73,700	-	
Legal and Governance					
Monitoring Officer and Service Support	17,000	18,700	18,700	-	Provided by NPT, forecasted at budget
Legal and Governance Total	17,000	18,700	18,700	-	
Accountable Body					
Audit Wales Financial Audit	1,764	22,000	1,764	20,236	Based on audit costs of SBDC (independent audit of financial statements)
Section 151 Officer Recharge	18,812	20,693	20,693	-	Provided by CCC, forecasted at budget
Accountable Body Total	20,576	42,693	22,457	20,236	
Governance & Internal Audit					
Internal Audit	5,000	22,000	16,500	5,500	Provided by Pems
Sub-Committee Support Costs & Expenses	3,750	16,500	11,000	5,500	Provided by Pems - reduced activity based on 2022-23
Governance & Internal Audit Total	8,750	38,500	27,500	11,000	
Support Services					
ICT & Data Protection Services	20,000	22,000	22,000	-	Provided by NPT, forecasted at budget
Financial Services	5,194	57,009	5,000	52,009	Provided by CCC - based on 2022-23 activity
HR Services	-	11,000	2,000	9,000	Provided by NPT, reduced level due to lack of activity
Support Services Total	25,194	90,009	29,000	61,009	
Joint Committee Total	138,520	263,602	171,357	92,245	
Joint Scrutiny Committee					
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.
Joint Scrutiny Committee Total	-	-	-	-	
SWWCJC - Sub Committees					
Economic Development SC	-	20,000	5,000	15,000	Decrease in costs due to lower activity
Planning SC	-	20,000	-	20,000	No costs expected in 2023/24
Transport SC	-	20,000	50,000	30,000	Sub-committee established and operational
Transport SC WG grant funded	-	-	125,000	125,000	
Energy SC	-	20,000	5,000	15,000	Decrease in costs due to lower activity
Planning & Programme management	-	140,000	-	140,000	Not utilised
SWWCJC - Sub Committees Total	-	220,000	185,000	35,000	
SWWCJC - Regional Management Office					
Salary (Inc. On-costs)	48,240	60,135	29,126	31,009	Business Manager left 5/6/23. 2 mths charge for replacement, cover provided by NPT via invoice
Training of Staff	-	1,000	-	1,000	Due to replacement starting in Feb
Public Transport - Staff	-	250	-	250	Due to replacement starting in Feb
Staff Travelling Expenses	-	810	150	660	Due to replacement starting in Feb
Admin, Office & Operational Consumables	50	1,000	100	900	Reduced charge (10% of budget) comparable with previous year
Consultancy and Specialist Adviser Fees	742	51,206	10,000	41,206	Reduced charge forecasted at 20% of budget
ICTs & Computer Hardware	121	1,250	1,250	-	Potential ICT costs for replacement staffing
Subsistence & Meetings Expenses	-	1,000	520	480	Reduction of 50% in budget due to lower activity
Conferences, Marketing & Advertising	1,374	-	-	-	
Projects & Activities Expenditure	-	-	-	-	
Translation/Interpret Services	1,540	15,000	1,000	14,000	Reduced translation costs expected
Printing & Copying	-	2,500	50	2,450	Notional charge included
Regional Management Office Total	52,067	134,151	42,196	91,955	
Contingency/Reserves					
Provision for Contingency/Reserves	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	
Total SWWCJC Expenditure	190,587	617,753	398,553	219,200	
Funding Contributions					
Partner & Other Contribution					
Brecon Beacons NPA	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	
Co-Opt Partners	-	-	-	-	
Welsh Government Revenue Grant	-	-	125,000	125,000	Award of Funding in relation to SWWCJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	
Local Authority Levy	-	-	125,000	125,000	
City and County of Swansea Council (Levy)	200,453	212,431	212,431	-	Levy charged to local authorities based on Population Size
Cardiff Council (Levy)	154,527	168,090	168,090	-	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	117,384	126,771	126,771	-	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	103,047	110,460	110,460	-	Levy charged to local authorities based on Population Size
Total SWWCJC Income	575,411	617,753	617,753	-	
Provision of Service - Surplus / (Deficit)	384,824	-	344,200	(344,200)	
Movement to Reserves (Contingency)					
Description					
Balance Brought Forward from previous year	-	-	384,824	(384,824)	
Net Provision of Service - Surplus / (Deficit)	384,824	-	344,200	(344,200)	
Balance Carry Forward	384,824	-	729,024	(729,024)	

SOUTH WEST WALES CORPORATE JOINT COMMITTEE

23rd January 2024

Report of the Chief Finance Officer (Section 151 officer)

Report Title: Budget for financial year 2024/25

Purpose of Report	To agree and set the South West Wales Corporate Joint Committee budget for financial year 2024/25, including agreeing the levy charge to constituent authorities.													
Recommendation(s)	<p>That the South West Wales Corporate Joint Committee:</p> <p>(a) Consider and approve the budget requirement for the Joint Committee as £615,049 as set out in Appendix B (Continuity with 10% levy reduction).</p> <p>(b) Approve the Levy Charge based on population to the constituent authorities as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left;"><u>Local Authority Levy 2024/25</u></th> <th style="text-align: right;"><u>£</u></th> </tr> </thead> <tbody> <tr> <td>City and County of Swansea Council (Levy)</td> <td style="text-align: right;">191,188</td> </tr> <tr> <td>Carmarthenshire County Council (Levy)</td> <td style="text-align: right;">151,281</td> </tr> <tr> <td>Neath Port Talbot CBC (Levy)</td> <td style="text-align: right;">114,094</td> </tr> <tr> <td>Pembrokeshire County Council (Levy)</td> <td style="text-align: right;">99,414</td> </tr> <tr> <td></td> <td style="text-align: right;">555,978</td> </tr> </tbody> </table>		<u>Local Authority Levy 2024/25</u>	<u>£</u>	City and County of Swansea Council (Levy)	191,188	Carmarthenshire County Council (Levy)	151,281	Neath Port Talbot CBC (Levy)	114,094	Pembrokeshire County Council (Levy)	99,414		555,978
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	555,978													
Report Author(s)	Chris Moore													
Finance Officer	Chris Moore													
Legal Officer	Craig Griffiths													

1 Introduction

1.1 This report details the South West Wales Corporate Joint Committee (SWWCJC) annual budget for the financial year 2024/25 with 3 funding options. Detailed information is set out in Appendix A, B and C.

2 Background

2.1 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).

2.2 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 including an Energy plan.

- 2.3 Carmarthenshire County Council as the Accountable Body for the CJC is required to provide an annual costs budget for approval for the financial year 2024/25. The CJC had previously agreed and set a one-year operational budget for financial year 2023/24 (budget profile £617,753). The 2024/25 CJC operational budget - including the strategic planning functions - must be compiled and agreed no later than 31st January 2024.
- 2.4 Last year as part of a proactive approach, and in recognition of the challenging financial climate, an initial series of budget options were presented to the CJC in December 2022, and it was resolved that Option 2 – ‘Do Minimum’ – be endorsed as the preferred option for 2023/24. The financial outlook for 2024/25 and beyond continues to be hugely challenging and accordingly, there are three options attached to this report for consideration by the CJC, however considering the financial challenges that the constituent authorities are responding to the option that is recommended and is acceptable to the CJC officers is Option 2 – ‘Continuity budget minus 10%’.
- 2.5 Welsh Government have now provided a grant of £125k in 2023/24 and £100k in 2024/25 for the implementation of the Regional Transport Plan. This award is included in the Appendices and officers are working towards utilising this grant award.
- 2.6 The continuity budget minus 10% will allow the CJC to incorporate the corporate plan through the reserves held. Years two and three are indicative budgets, which will be amended and fine-tuned as the CJC functions and the budget develops.

Option 1 Continuity budget in 2024-25

Consideration could be given to the statutory minimum (continuity budget) that CJC must undertake.

Budgetary

The CJC is required by the LGE Act to set a budget to agree its aims.

The amounts that the CJC must calculate are:

- a) The amount which the CJC estimates it will spend in respect of the financial year in the exercise of its functions (including spending on administration and other overheads);
- b) The amount which the CJC considers appropriate to raise for contingencies arising in respect of the financial year;
- c) The amount which the CJC considers appropriate to be held as a reserve to meet expenditure it considers will be incurred in respect of future financial years;
- d) Any amount which the CJC considers is necessary to meet liabilities outstanding in respect of any earlier financial year.

Consideration of course must be given to potential officer commitments that have been given as part of funding i.e., some staff have been recruited to undertake CJC related work.

Statutory Minimum Requirements

The LGE Act stipulates that it is a requirement of the partners to:

- Take steps to promote or improve the economic wellbeing of its area.
- Prepare a strategic development plan.
- Preparation of a regional transport plan.

As a legal basis, provided steps are in place to monitor compliance with the Regional Economic Wellbeing Plan (and Energy Plan) then it would be contended that the CJC is fulfilling its statutory duty – it has established a plan and is now actively implementing it within individual authorities.

Meetings

From a governance perspective, as a statutory minimum, the CJC is required to hold the following meetings annually:

- One meeting of the Governance and Audit Committee to review the financial affairs of the CJC, review any financial statements and sign off any accounts and other matters which they are legally obliged to undertake.
- One meeting of the Overview and Scrutiny Committee.
- One meeting of the Standards Committee to agree the annual report.

There will clearly be a need for two meetings to develop and take decisions concerning the CJC Budget.

Policy Work

As CJs are part of the local government family, there is a statutory obligation that they comply with responsibilities under the Wellbeing of Future Generations (Wales) Act 2015, Equality Act 2010, Welsh Language Standards, and other corporate arrangements. There is a requirement for an overarching policy to be put in place. This work is nearing completion, once the Corporate Plan is in place which satisfies these elements, the CJC will only be required to monitor compliance or update as and when required.

Sub Committees cost profile

Reference should be made to Appendix A of this report. The identified sum of £220,000 will allow for incremental progress to be made by the CJC in 2024/2025 whilst also reflecting the challenging financial climate. A sum of £106,700 to a planning and programme management budget heading is seen as a suitable means of ensuring that the CJC can respond to any requirements emerging during the year.

A detailed breakdown of the continuity budget is presented in Appendix A. The continuity budget option would allow the levy to be maintained at a similar level to 2023/24. Reserves have been accumulated due to expenditure having not begun in the first year of operation and limited activity within 2023/24. It is anticipated that these reserves will be in the region of £729k at the end of 2023/24. If members desire, it is reasonable to apply up to £529k of these reserves in the following 2 – 3 years to keep the levy at a low figure, we would then plan to carry a reserve balance of £200k potential unknowns or variance in expenditure. I

would not advise discharging all the £729k balance in one year. This plan would facilitate a lower levy for 2 years.

Option 2 Continuity budget minus 10% in 2024-25

Given the budgetary pressured faced by local authorities it is suggested that the continuity budget have a further option of reducing the levy on the constituent local authorities by 10%, whilst recognising the reserves are available to fund the individual sub committees if the committee so choses to at a later date. This option is presented in Appendix B.

Option 3 Optimal - Full Cost Operational Budget in 2024/25

The draft budget for 2024/25 is demonstrating estimated expenditure of £2,082,899. This would be an increase of £1.465M on the current budget, which would fall on the Constituent Authorities. A detailed breakdown is presented in Appendix C. Details of budget requirements are highlighted below:

Joint Committee and Accountable Body

- The current budget for the Joint Committee and Accountable Body is estimated at £254,423. Assumptions used are demonstrated below:
- Local authority services – increased by 4% or as directed by the Local Authority undertaking the activity.
- Audit Wales – increased by 6.4%.
- Financial Services – aligned to CCC salary inflation rates.

CJC Sub Committees

- A key facet of the work of the CJC from a delivery perspective is the allocation of budget to the 4 sub committees. It should be noted that the CJC endorsed the Terms of Reference for the 4 Sub Committees at its meeting of 11 October 2022.
- In noting the above, for the CJC to meet its statutory duties and strategic priorities, sufficient budget will need to be allocated to each of the 4 sub committees and as such liaison has been ongoing between the CJC / Section 151 function and the Regeneration Directors from the Constituent Councils.

Economic Development Sub-Committee - Executive Lead – Carmarthenshire.

- The CJC has already endorsed the Regional Economic Development Plan (REDP) as its strategic economic wellbeing framework. A dedicated staff resource will be required to deliver the REDP. The indicative cost is estimated at £410k for 2024/25 to include a Project Manager, Programme Officers (4 Officers), and a Project Management Assistant. Support costs include Democratic services (£16k) and consultancy services (£103k).
- A five-year operational budget has been estimated at £1.755M. Further information is set out in Appendix C.

Strategic Planning Sub-Committee – Executive Lead – Neath Port Talbot

- There is a statutory duty upon the CJC to prepare the Strategic Development Plan (SDP). The 'optimal option' included therein is outlined below (year 1), with further information set out in Appendix C.
- The indicative cost is estimated at £581k for 2024/25 to include a Project Manager, 2 Principal Planning Officers, 2 Planning Officers, and a Technical/Administrative Assistant. Support costs include Projects & Activities expenditure (£70k) and consultancy services (£155k).
- A five-year operational budget has been estimated at £2.469M.

Transport Sub-Committee – Executive Lead – City and County of Swansea

- There is a statutory duty upon the CJC to prepare the Regional Transport Plan (RTP). The Transport Sub Committee budget will be directed at supporting the tasks required to undertake the initial stages of the development of the Regional Transport Plan as set out in the Implementation Plan submitted to WG in Oct 2023. For 2024/25 the WG grant of £100k has been included, however, further ongoing support and funding will be required from WG to complete the overall process.
- The indicative cost is estimated at £391k for 2024/25 to include a Regional Transport Plan Development and Programme Lead Officer and a Graduate Trainee. Consultancy services are expected to be £262k.
- A five-year operational budget has been estimated at £1.687M. Further information is set out in Appendix C.

Energy Sub-Committee – Executive Lead – Pembrokeshire

- The CJC has already endorsed the RES. Regional Energy Planning within the Southwest Wales CJC is moving into an exciting phase of delivery and implementation with the aim of meeting the region's vision of "Harnessing the region's low carbon energy potential across its on and offshore locations, to deliver a prosperous and equitable net zero carbon economy which enhances the well-being of future generations and the region's ecosystems, at a pace which delivers against regional and national emissions reduction targets by 2035 and 2050." The Regional Strategy adopted in 2021 and subsequent action plans are being finalised, the local area energy plans are due for delivery within the next few months and the scale of work towards Net Zero 2030 and 2050 is beginning to take shape. Against this backdrop there is also an incredible amount of regional energy work and projects being undertaken at local, national, and international levels and members of the CJC Energy Committee have been briefed on these projects.
- As the work towards delivery, implementation, monitoring, and reporting begins to ramp up there is a need to prioritise resource capacity and focus on sensible financial propositions to make delivery realistic and achievable. These new roles and funding will directly help support delivery of the regional

energy actions identified by the region as priority, using evidence from this work, and the Local Area Energy Plans, to build a viable investment prospectus and business cases to ensure delivery of the regional targets.

- The indicative cost is estimated at £305k for 2024/25 to include a Regional Energy Lead Officer and a Secretariat Support Officer. Consultancy services are expected to be £150k and Marketing & Advertising is expected to be £45k.
- A five-year operational budget has been estimated at £1.299M. Further information is set out in Appendix C.

Regional Management Office

- Salary Costs - aligned to CCC salary inflation rates.
- Consultancy and Specialist Support Fees – Increased to align to support requirements expected of Management Office.
- Work has commenced to streamline support for the CJC and City Deal arrangements. It is considered that there is scope to bring the support arrangements and further advice will be provided to Members once the work is further progressed.
- It is intended that the levy is split between 4 authorities based on population size (mid-year 2021 – Statswales.gov.uk).
- It should be noted that further consideration will be required as to any contribution from the National Park Authorities. Under the current legislation the National Park Authorities (NPAs) are only financially obligated to support the strategic planning aspects of the CJC.

Reserves have been accumulated due to expenditure having not begun in the first year of operation and limited activity within 2023/24. It is anticipated that these reserves will be in the region of £729k at the end of 2023/24. If members desire, it would be reasonable to apply up to £529k of these reserves in the following 2 – 3 years to keep the levy at a lower figure, we would then plan to carry a reserve balance of £200k for potential unknowns or variance in expenditure in the future. I would not advise discharging all the £729k balance in one year. This plan would facilitate a slightly lower increase in levy for the next 2 years but would rise more significantly after 2025/26.

4 Financial Impacts

- 4.1 The report presents 3 options for the operational budget for 2024/25. The first option, a continuity budget, is a minimal budget is costed at £615,049, the second option is the continuity budget costed at £615,049 with a reserve offset of 10%, and the third option, an optimal budget a total cost budget is £2,082,899. This report recommends that the budget is set based on Option 2 which is a continuity budget less ten percent reduction in line with the pressure that the constituent authorities are facing. Reserves are currently forecasted to stand at £729k, this will help to support the budget for 2024/25 and will also provide resilience to support the development of the CJC further

in 2024/25 and future years. If the committee agrees Option 2 the levy breakdown will be as follows.

<u>Local Authority Levy 2024/25</u>	£
City and County of Swansea Council (Levy)	191,188
Carmarthenshire County Council (Levy)	151,281
Neath Port Talbot CBC (Levy)	114,094
Pembrokeshire County Council (Levy)	99,414
	555,978

4.2 To ensure fairness and equality across the regional funding will be provided by local authority contributions through the form of a levy, based on population size. Surpluses that accrue in any year will be contained and ring-fenced within the CJC reserve account and will be utilised for future expenditure.

5 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 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.’

5.3 There is no requirement for an Integrated Impact Assessment for this report as the setting up of the CJC is underpinned by legislation and this report is to establish financial arrangements in accordance with legislation. With reference to Appendix C of this report, and the impending consultation on the Draft Corporate Plan, it is considered that the ratification of this budget can facilitate the delivery of the CJC’s emerging identified well-being objectives.

6 Workforce Impacts

- 6.1 Currently any employment within the CJC will be undertaken by constituent authorities and the financial arrangements relating to such are considered in this report.

7 Legal Impacts

- 7.1 There is a legal requirement for the CJC to agree its 2024/2025 budget, together with the levy charge apportionment by 31st January 2024. Furthermore, reference is made to the statutory duties placed upon the CJC in respect of regional transport and strategic development planning.

8 Risk Management Impacts

- 8.1 Failure to set a balanced budget would render the CJC in breach of its obligations exposing itself to legal challenge. In addition, suitable arrangements must be put in place to ensure that the constituent authorities and national park authorities are able to fulfil their legal obligations in establishing the CJC.
- 8.2 It is considered that the continuity budget as presented will meet the requirement to set a balanced budget. Furthermore, and in endorsing the content of the optimal budget, the CJC will be providing a platform upon which to start delivering upon the aspirations and objectives it has identified within the emerging Corporate Plan.

9 Consultation

- 9.1 There is no requirement for formal consultation however, constituent authorities have been consulted.

10 Reasons for Proposed Decision

- 10.1 To ratify the CJC budget as placed before Members for their approval to allow the CJC to meet its obligations to set its 2024/2025 budget no later than 31st January 2024.

11 Implementation of Decision

- 11.1 This decision is proposed for immediate implementation.


Appendices

Appendix A – Continuity budget 2024/25, option 1.


Appendix B – Continuity budget 2024/25 with 10% levy reduction, option 2.

Appendix C – Optimal budget 2024/25, option 3.


Appendix A

 South West Wales Corporate Joint Committee Continuity Budget <i>Financial Years 2023/24 to 2027/28</i>						
Description	Budget 2023-24 (£)	Provisional Outturn 2023/24 (£)	Indicative Budget 2024/25 (£)	Indicative Budget 2025/26 (£)	Indicative Budget 2026/27 (£)	Notes
Expenditure						
Joint Committee						
Democratic Services						
Democratic, Scrutiny and Legal Support Costs	73,700	73,700	76,648	78,564	80,528	Provided by NPT
Democratic Services Total	73,700	73,700	76,648	78,564	80,528	
Legal and Governance						
Monitoring Officer and Service Support	18,700	18,700	19,448	19,934	20,433	Provided by NPT
Legal and Governance Total	18,700	18,700	19,448	19,934	20,433	
Accountable Body						
Audit Wales Financial Audit	22,000	1,764	1,877	1,924	1,972	Based on audit costs of SBCE (independent audit of financial statements)
Section 151 Officer Recharge	20,693	20,693	21,521	22,059	22,610	Provided by CCC
Accountable Body Total	42,693	22,457	23,398	23,983	24,582	
Governance & Internal Audit						
Internal Audit	22,000	16,500	23,170	24,325	25,540	Provided by Pems
Sub-Committee Support Costs & Expenses	16,500	11,000	18,150	18,604	19,069	Provided by Pems
Governance & Internal Audit Total	38,500	27,500	41,320	42,929	44,609	
Support Services						
ICT & Data Protection Services	22,000	22,000	22,880	23,452	24,038	Provided by NPT
Financial Services	57,009	5,000	59,289	60,772	62,291	Provided by CCC
HR Services	11,000	2,000	11,440	11,726	12,019	Provided by NPT
Support Services Total	90,009	29,000	93,609	95,950	98,348	
Joint Committee Total	263,602	171,357	254,423	261,359	268,500	
SWWCJC - Sub Committees						
Economic Development SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning SC	20,000	-	20,600	21,012	21,432	Based on information provided by sub committee leads
Transport SC	20,000	50,000	51,500	53,045	54,106	Based on information provided by sub committee leads
Transport SC WG grant funded	-	125,000	100,000	-	-	
Energy SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning & Programme management	140,000	-	106,700	103,919	101,597	For future years this budget is used to balance to original budget of 2023/24
SWWCJC - Sub Committees Total	220,000	185,000	320,000	220,000	220,000	
SWWCJC - Regional Management Office						
Salary (Inc. On-costs)	60,135	29,126	64,390	66,213	68,085	Business Manager left 5/6/23, assumed 3 mths charge for replacement in 2023/24
Training of Staff	1,000	-	1,030	1,051	1,072	
Public Transport - Staff	250	-	258	263	268	
Staff Travelling Expenses	810	150	834	851	868	
Admin, Office & Operational Consumables	1,000	100	1,030	1,051	1,072	
Consultancy and Specialist Adviser Fees	51,206	10,000	52,742	53,797	54,873	
ICTs & Computer Hardware	1,250	1,250	1,288	1,313	1,340	
Subsistence & Meetings Expenses	1,000	520	1,030	1,051	1,072	
Conferences, Marketing & Advertising	-	-	-	-	-	
Projects & Activities Expenditure	-	-	-	-	-	
Translation/Interpreter Services	15,000	1,000	15,450	15,759	16,074	
Printing & Copying	2,500	50	2,575	2,627	2,679	
Regional Management Office Total	134,151	42,196	140,626	143,974	147,402	
Contingency/Reserves						
Provision for Contingency/Reserves	-	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	-	
Total SWWCJC Expenditure	617,753	398,553	715,049	625,333	635,902	
Funding Contributions						
Partner & Other Contribution						
Brecon Beacons NPA	-	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	-	
Co-Opt Partners	-	-	-	-	-	
Welsh Government Revenue Grant	-	125,000	100,000	-	-	Award of Funding in relation to SWWCJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	-	
Partner & Other Contribution Total	-	125,000	100,000	-	-	
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	212,431	212,431	212,431	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	168,090	168,090	168,090	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	126,771	126,771	126,771	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	110,460	110,460	110,460	Levy charged to local authorities based on Population Size
Total SWWCJC Income	617,753	617,753	617,753	617,753	617,753	
Provision of Service - Surplus / (Deficit)	-	344,200	2,704	(7,580)	(18,149)	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	731,728	724,148	
Net Provision of Service - Surplus / (Deficit)	-	344,200	2,704	(7,580)	(18,149)	
Balance Carry Forward	-	729,024	731,728	724,148	705,999	
Use of £475k reserves in 2024/25 and carry a reserve of £200k						
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	154,929	124,078	218,672	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	122,591	98,179	173,029	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	92,456	74,045	130,496	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	80,560	64,518	113,705	Levy charged to local authorities based on Population Size
Total SWWCJC Income	617,753	617,753	450,537	360,821	635,902	
Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	464,512	200,000	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Balance Carry Forward	-	729,024	464,512	200,000	200,000	

Appendix B

		South West Wales Corporate Joint Committee Continuity Budget with 10% levy reduction Financial Years 2023/24 to 2027/28				
Description	Budget 2023-24 (£)	Provisional Outturn 2023/24 (£)	Indicative Budget 2024/25 (£)	Indicative Budget 2025/26 (£)	Indicative Budget 2026/27 (£)	Notes
Expenditure						
Joint Committee						
Democratic Services						
Democratic, Scrutiny and Legal Support Costs	73,700	73,700	76,648	78,564	80,528	Provided by NPT
Democratic Services Total	73,700	73,700	76,648	78,564	80,528	
Legal and Governance						
Monitoring Officer and Service Support	18,700	18,700	19,448	19,934	20,433	Provided by NPT
Legal and Governance Total	18,700	18,700	19,448	19,934	20,433	
Accountable Body						
Audit Wales Financial Audit	22,000	1,764	1,877	1,924	1,972	Based on audit costs of SBCC (independent audit of financial statements)
Section 151 Officer Recharge	20,693	20,693	21,521	22,059	22,610	Provided by CCC
Accountable Body Total	42,693	22,457	23,398	23,983	24,582	
Governance & Internal Audit						
Internal Audit	22,000	16,500	23,170	24,325	25,540	Provided by Pems
Sub-Committee Support Costs & Expenses	16,500	11,000	18,150	18,604	19,069	Provided by Pems
Governance & Internal Audit Total	38,500	27,500	41,320	42,929	44,609	
Support Services						
ICT & Data Protection Services	22,000	22,000	22,880	23,452	24,038	Provided by NPT
Financial Services	57,009	5,000	59,289	60,772	62,291	Provided by CCC
HR Services	11,000	2,000	11,440	11,726	12,019	Provided by NPT
Support Services Total	90,009	29,000	93,609	95,950	98,348	
Joint Committee Total	263,602	171,357	254,423	261,359	268,500	
SWWJC - Sub Committees						
Economic Development SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning SC	20,000	-	20,600	21,012	21,432	Based on information provided by sub committee leads
Transport SC	20,000	50,000	51,500	53,045	54,106	Based on information provided by sub committee leads
Transport SC WG grant funded	-	125,000	100,000	-	-	
Energy SC	20,000	5,000	20,600	21,012	21,432	Based on information provided by sub committee leads
Planning & Programme management	140,000	-	106,700	103,919	101,597	For future years this budget is used to balance to original budget of 2023/24
SWWJC - Sub Committees Total	220,000	185,000	320,000	220,000	220,000	
SWWJC - Regional Management Office						
Salary (Inc. On-costs)	60,135	29,126	64,390	66,213	68,085	Business Manager left 5/6/23. 2 mths charge for replacement, cover provided by NPT via invoice
Training of Staff	1,000	-	1,030	1,051	1,072	Due to replacement starting in Feb
Public Transport - Staff	250	-	258	263	268	Due to replacement starting in Feb
Staff Travelling Expenses	810	150	834	851	868	Due to replacement starting in Feb
Admin, Office & Operational Consumables	1,000	100	1,030	1,051	1,072	Reduced charge (10% of budget) comparable with previous year
Consultancy and Specialist Adviser Fees	51,206	10,000	52,742	53,797	54,873	Reduced charge forecasted at 20% of budget
ICTs & Computer Hardware	1,250	1,250	1,288	1,313	1,340	Potential ICT costs for replacement staffing
Subsistence & Meetings Expenses	1,000	520	1,030	1,051	1,072	Reduction of 50% in budget due to lower activity
Conferences, Marketing & Advertising	-	-	-	-	-	
Projects & Activities Expenditure	-	-	-	-	-	
Translation/Interpret Services	15,000	1,000	15,450	15,759	16,074	Reduced translation costs expected
Printing & Copying	2,500	50	2,575	2,627	2,679	Notional charge included
Regional Management Office Total	134,151	42,196	140,626	143,974	147,402	
Contingency/Reserves						
Provision for Contingency/Reserves	-	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	-	
Total SWWJC Expenditure	617,753	398,553	715,049	625,333	635,902	
Funding Contributions						
Partner & Other Contribution						
Brecon Beacons NPA	-	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	-	
Co-Op Partners	-	-	-	-	-	
Welsh Government Revenue Grant	-	125,000	100,000	-	-	Award of Funding in relation to SWWJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	-	
Partner & Other Contribution Total	-	125,000	100,000	-	-	
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	191,188	191,188	191,188	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	151,281	151,281	151,281	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	114,094	114,094	114,094	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	99,414	99,414	99,414	Levy charged to local authorities based on Population Size
Total SWWJC Income	617,753	617,753	555,978	555,978	555,978	
Provision of Service - Surplus / (Deficit)	-	344,200	(59,072)	(69,355)	(79,924)	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	669,953	600,597	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(59,072)	(69,355)	(79,924)	
Balance Carry Forward	-	729,024	669,953	600,597	520,673	
Use of £475k reserves in 2024/25 and carry a reserve of £200k						
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	154,929	124,078	218,672	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	122,591	98,179	173,029	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	92,456	74,045	130,496	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	80,560	64,518	113,705	Levy charged to local authorities based on Population Size
Total SWWJC Income	617,753	617,753	450,537	360,821	635,902	
Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	464,512	200,000	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Balance Carry Forward	-	729,024	464,512	200,000	200,000	

Appendix C

 South West Wales Corporate Joint Committee Optimal Budget Financial Years 2023/24 to 2027/28 						
Description	Budget 2023-24 (£)	Provisional Outturn 2023/24 (£)	Indicative Budget 2024/25 (£)	Indicative Budget 2025/26 (£)	Indicative Budget 2026/27 (£)	Notes
Expenditure						
Joint Committees						
Democratic Services						
Democratic, Scrutiny and Legal Support Costs	73,700	73,700	76,648	78,564	80,528	Provided by NPT
Democratic Services Total	73,700	73,700	76,648	78,564	80,528	
Legal and Governance						
Monitoring Officer and Service Support	18,700	18,700	19,448	19,934	20,433	Provided by NPT
Legal and Governance Total	18,700	18,700	19,448	19,934	20,433	
Accountable Body						
Audit Wales Financial Audit	22,000	1,764	1,877	1,924	1,972	Based on audit costs of SBDC (independent audit of financial statements)
Section 151 Officer Recharge	20,693	20,693	21,521	22,059	22,610	Provided by CCC
Accountable Body Total	42,693	22,457	23,398	23,983	24,582	
Governance & Internal Audit						
Internal Audit	22,000	16,500	23,170	24,325	25,540	Provided by Pembs
Sub-Committee Support Costs & Expenses	16,500	11,000	18,150	18,604	19,069	Provided by Pembs
Governance & Internal Audit Total	38,500	27,500	41,320	42,929	44,609	
Support Services						
ICT & Data Protection Services	22,000	22,000	22,880	23,452	24,038	Provided by NPT
Financial Services	57,009	5,000	59,289	60,772	62,291	Provided by CCC
HR Services	11,000	2,000	11,440	11,726	12,019	Provided by NPT
Support Services Total	90,009	29,000	93,609	95,950	98,348	
Joint Committee Total	263,602	171,357	254,423	261,359	268,500	
SWWCJC - Sub Committees						
Economic Development SC	20,000	5,000	410,442	426,125	441,174	Based on information provided by sub committee leads
Planning SC	20,000	-	581,029	602,480	622,408	Based on information provided by sub committee leads
Transport SC	20,000	50,000	291,172	404,349	415,277	Based on information provided by sub committee leads
Transport SC WG grant funded	-	125,000	100,000	-	-	
Energy SC	20,000	5,000	305,207	315,616	324,375	Based on information provided by sub committee leads
Planning & Programme management	140,000	-	-	-	-	For future years this budget has been utilised by the 4 sub committees
SWWCJC - Sub Committees Total	220,000	185,000	1,687,850	1,748,570	1,803,234	
SWWCJC - Regional Management Office						
Salary (Inc. On-costs)	60,135	29,126	64,390	66,213	68,085	Business Manager left 5/6/23, assumed 3 mths charge for replacement in 2023/24
Training of Staff	1,000	-	1,030	1,051	1,072	
Public Transport - Staff	250	-	258	263	268	
Staff Travelling Expenses	810	150	834	851	868	
Admin, Office & Operational Consumables	1,000	100	1,030	1,051	1,072	
Consultancy and Specialist Adviser Fees	51,206	10,000	52,742	53,797	54,873	
ICTs & Computer Hardware	1,250	1,250	1,288	1,313	1,340	
Subsistence & Meetings Expenses	1,000	520	1,030	1,051	1,072	
Conferences, Marketing & Advertising	-	-	-	-	-	
Projects & Activities Expenditure	-	-	-	-	-	
Translation/Interpret Services	15,000	1,000	15,450	15,759	16,074	
Printing & Copying	2,500	50	2,575	2,627	2,679	
Regional Management Office Total	134,151	42,196	140,626	143,974	147,402	
Contingency/Reserves						
Provision for Contingency/Reserves	-	-	-	-	-	
Contingency/Reserves Total	-	-	-	-	-	
Total SWWCJC Expenditure	617,753	398,553	2,082,899	2,153,903	2,219,136	
Funding Contributions						
Partner & Other Contribution						
Brecon Beacons NPA	-	-	-	-	-	
Pembrokeshire Coast NPA	-	-	-	-	-	
Co-Opt Partners	-	-	-	-	-	
Welsh Government Revenue Grant	-	125,000	100,000	-	-	Award of Funding in relation to SWWCJC to develop Regional Transport Plan
ERF Grant	-	-	-	-	-	
-	-	125,000	100,000	-	-	
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	681,874	740,678	763,110	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	539,546	586,077	603,827	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	406,918	442,011	455,397	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	354,561	385,138	396,802	Levy charged to local authorities based on Population Size
Total SWWCJC Income	617,753	617,753	1,982,899	2,153,903	2,219,136	
Provision of Service - Surplus / (Deficit)	-	344,200	0	0	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	729,024	729,024	
Net Provision of Service - Surplus / (Deficit)	-	344,200	0	0	0	
Balance Carry Forward	-	729,024	729,024	729,024	729,024	
Use of £475k reserves in 2024/25 and carry a reserve of £200k						
Local Authority Levy						
City and County of Swansea Council (Levy)	212,431	212,431	625,302	649,718	763,110	Levy charged to local authorities based on Population Size
Carmarthenshire County Council (Levy)	168,090	168,090	494,783	514,103	603,827	Levy charged to local authorities based on Population Size
Neath Port Talbot CBC (Levy)	126,771	126,771	373,158	387,729	455,397	Levy charged to local authorities based on Population Size
Pembrokeshire County Council (Levy)	110,460	110,460	325,145	337,841	396,802	Levy charged to local authorities based on Population Size
Total SWWCJC Income	617,753	617,753	1,818,387	1,889,391	2,219,136	
Provision of Service - Surplus / (Deficit)	0	344,200	(264,512)	(264,512)	0	
Movement to Reserves (Contingency)						
Description						
Balance Brought Forward from previous year	-	384,824	729,024	464,512	200,000	
Net Provision of Service - Surplus / (Deficit)	-	344,200	(264,512)	(264,512)	0	
Balance Carry Forward	-	729,024	464,512	200,000	200,000	