



CABINET

WEDNESDAY, 4 DECEMBER 2024

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

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

Webcasting/Hybrid Meetings:

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Part 1

1. Appointment of Chairperson
2. Chairpersons Announcement/s
3. Declarations of Interest
4. Minutes of Previous Meeting (*Pages 5 - 22*)
5. Forward Work Programme 2024/25 (*Pages 23 - 30*)
6. Public Question Time
Questions must be submitted in writing to Democratic Services, democratic.services@npt.gov.uk no later than noon two working days prior to the meeting. Questions must relate to items on the agenda. Questions will be dealt with in a 10 minute period.

Report/s of the Director of Finance:

7. Neath Port Talbot Welsh Church Act Trust Fund (*Pages 31 - 36*)
8. Revenue Budget Monitoring Report 2024/25 (*Pages 37 - 60*)
9. Capital Budget Monitoring 24-25 (*Pages 61 - 80*)
10. Treasury Management Monitoring 2024/25 (*Pages 81 - 88*)
11. Treasury Management Mid Year Review Report 2024/25 (*Pages 89 - 106*)
12. Third Sector Grant & Commissioning Arrangements (*Pages 107 - 140*)
13. Calculation of Council Tax Base for 2025-26 (*Pages 141 - 146*)

Report/s of Head of Legal and Democratic Services

14. Appointment of Returning Officer and Granting of Indemnity (*Pages 147 - 158*)

Report/s of the Head of Engineering & Transport

15. List of Approved Contractors (*Pages 159 - 172*)
16. Traffic Order - Melyn, Neath (*Pages 173 - 186*)
17. Traffic Order - Elba Crescent (*Pages 187 - 200*)

Report/s of the Head of People & Organisational Development

18. Strategic Equality Plan Annual Report 2023/2024 (*Pages 201 - 250*)
19. Urgent Items
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Regulation 5(4)(b) of Statutory Instrument 2001 No. 2290 (as amended).
20. Access to Meetings - Exclusion of the Public (*Pages 251 - 256*)
To resolve to exclude the public for the following items pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290 and

the relevant exempt paragraphs of Part 4 of Schedule 12A to the Local Government Act 1972

Part 2

Private Report/s of Head of Education

21. Glamorgan Further Education Trust Fund (*Pages 257 - 266*)
22. The Harold and Joyce Charles Trust (*Pages 267 - 274*)

F.O'Brien
Chief Executive

Civic Centre
Port Talbot

Thursday, 28 November 2024

Cabinet Members:

Councillors. S.K.Hunt, S.A.Knoyle, N.Jenkins, J.Hurley, S.Harris, J.Hale, A.Llewelyn, W.F.Griffiths, S.Jones and C.Phillips

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EXECUTIVE DECISION RECORD

CABINET

13 NOVEMBER 2024

Cabinet Members:

Councillors: S.K.Hunt, S.A.Knoyle, N.Jenkins, J.Hurley, S.Harris,
J.Hale, A.Llewelyn, W.F.Griffiths, S.Jones and C.Phillips

Officers in Attendance:

K.Jones, N.Pearce, A.Jarrett, N.Daniel, A.Thomas, H.Jones, C.Griffiths,
M.Shaw, C.Morris, R.Crowhurst, D.Griffiths, C.Millis, M.Roberts, K.Warren,
H.Short, B.Griffiths, L.Beynon, J.Burge, A.Collins, J.Davies, H.Lewis,
A.Herbert, I.Rees, J.Smith, V.Smith, N.Jones and T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

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

2. **CHAIRPERSONS ANNOUNCEMENT/S**

The Chair welcomed all to the meeting.

3. **DECLARATIONS OF INTEREST**

The following Members made Declarations of Interest at the start of the meeting:

Councillor S.K.Hunt - Re Item 30 - Rheola Estate, Next Steps. He considered his interest to be prejudicial, so left the meeting at this item, for the discussion and voting thereon.

- Councillor J.Hurley - Re Item 30 - Rheola Estate, Next Steps. He considered his interest to be prejudicial, so left the meeting at this item, for the discussion and voting thereon.
- Councillor S.Knoyle - Re Item 30 - Rheola Estate, Next Steps. He considered his interest to be prejudicial, so left the meeting at this item, for the discussion and voting thereon.
- Councillor S.Harris - Re Item 7 - Replacement Local Development Strategy 2023- 2038 – Personal Interest.
- Councillor J.Hale - Re Item 7 - Replacement Local Development Strategy 2023- 2038 – Personal Interest.

4. **MINUTES OF PREVIOUS MEETING**

That the minutes of the previous meeting of Cabinet, held on the 23 October, 2024, be agreed as an accurate record.

5. **FORWARD WORK PROGRAMME 2024/25**

The Forward Work Programme 2024/25 was noted.

6. **PUBLIC QUESTION TIME**

No questions from the public had been received.

7. **REPLACEMENT LOCAL DEVELOPMENT STRATEGY 2023 - 2038**

Decisions:

That having had due regard to the Integrated Impact Assessment, the following be commended to Council for approval:

1. The Replacement Local Development Plan Preferred Strategy (2023-2038) (December 2024) as presented in Appendix 2 be agreed for the basis of public consultation.

2. The Interim Integrated Sustainability Appraisal Report (December 2024) as presented in Appendix 3 be agreed for the basis of public consultation.
3. The Habitats Regulations Assessment Screening Report (December 2024) as presented in Appendix 5 be agreed for the basis of public consultation.
4. The Candidate Sites Register / Assessment (December 2024) as presented in Appendix 6 be agreed for the basis of public consultation.

Reason for Decisions:

To ensure compliance with Section 63 of the Planning and Compulsory Purchase Act 2004; The Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015; the Wellbeing of Future Generations (Wales) Act (2015); the Equality Act (2010); the Welsh Language Standards (No.1) Regulations 2015; Planning Policy Wales 12 (2024) and the Development Plans Manual Edition 3 (2020).

Implementation of Decisions:

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

Consultation:

This item will be subject to external consultation.

8. **20MPH GUIDANCE REVIEW**

Decisions:

That having had due regard to the integrated impact screening assessment:

1. Following the publication of the new Welsh Government guidance on setting speed limits, and taking into account the views of Elected Members, Officers be granted authority to undertake risk assessments to determine whether to increase or decrease speed limits.

2. That the findings of these risk assessment reports, along with Officer recommendations, be brought back to Cabinet for determination, prior to any further public consultation and implementation of any changes.

Reason for Decisions:

In the interests of road safety.

Implementation of Decisions:

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

9. **DISCLOSURE AND BARRING SERVICES (DBS) POLICY AND PROCEDURES FOR HOME TO SCHOOL AND SOCIAL SERVICES TRANSPORT PROVIDERS**

Decisions:

That having had due regard to the integrated impact screening assessment:

1. The Disclosure and Barring Services (DBS) Policy and Procedures for Home to School and Social Service Transport Providers, as detailed at Appendix A to the circulated report, be approved.
2. Delegated authority be granted to the Head of Engineering and Transport and Passenger Transport Manager, to assess the suitability of home to school and social services transport providers, and their staff, prior to working on Council Passenger transport contracts via the DBS Policy and Procedures Document, as detailed at Appendix A to the circulated report.

Reason for Decisions:

To assist the Council in making safer recruitment decisions and prevent unsuitable people from working with children and vulnerable groups, through the Disclosure and Barring Service's criminal record checking and barring functions.

Implementation of Decisions:

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

10. **DISPOSAL OF OFF-STREET PAY AND DISPLAY CAR PARKS CAPACITY REVIEW**

Officers updated Members with feedback from the relevant Scrutiny Committee Cabinet agreed to include the extra wording from the Scrutiny Committee, which is included below, *in bold and italics*.

Decisions:

1. That having had due regard to the integrated impact assessment, the Head of Property and Regeneration be authorised to:
 - a) Begin disposal procedures for Rosser Street Car Park in Neath.
 - b) Enter negotiations with Arch Company Limited to clarify the cost of a new lease or withdrawing from the arrangement (re Milland Road Car Park, Neath), with a further report presented to Cabinet for decision.
 - c) Continue negotiations and agree terms with Signal Capital to lease the Port Talbot MSCP and to bring a further report back to Cabinet for a final decision.
2. That Bethany Square Car Park, Port Talbot be retained, and its disposal be re-considered should future development opportunities arise as part of the Town Centres regeneration, with further reports brought back to Cabinet for decision. ***The reports to include: capital investment plans, proposed opening hours and impact on Port Talbot Town Centre Car Parks retained by the Council.***
3. That the By-Pass Car Park in Pontardawe be retained, and its disposal be re-considered should future development opportunities arise, with further reports to be brought back to Cabinet for decision.
4. ***That Officers explore options to gather occupancy data, to be reported back to the relevant Scrutiny Committee.***

Reason for Decisions:

To allow officers to enter into negotiation to dispose of surplus car parks for development and regeneration.

Implementation of Decisions:

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

11. **LOCAL BUS FRANCHISING DEVELOPMENT**

Decision:

That having had due regard to the integrated impact screening assessment, it be agreed to use the Base Position Network, as detailed within the circulated report, to provide the basis for detailed planning for the transition to franchising and initial stakeholder and public engagement.

Reason for Decision:

To allow detailed planning and initial public engagement to proceed.

Implementation of Decision:

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

Consultation:

This item will be subject to external consultation.

12. **TRAFFIC ORDERS - PRINCESS MARGARET WAY, PORT TALBOT**

Members discussed the objections to the scheme, and emphasised the importance of working with local business to help people use the new system.

Decisions:

1. That having had due regard to the integrated impact assessment, the objections be overruled to the (Revocation) (Prohibition of Waiting, Loading, Unloading at any time) (Pay by Phone parking place) and (Disabled only parking) Order 2024 (as detailed in Appendix A and Appendix B to the circulated report).
2. That the traffic regulation orders be implemented as advertised including the Pay by Phone parking place (Limited Waiting, April

1st – September 30th, 8am -8pm, Maximum stay 2 hours), and the objectors be advised accordingly.

Reason for Decisions:

To ensure adequate turnover of vehicles which will improve and allow the local environment and amenities to be enjoyed by future generations.

Implementations of Decisions:

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

Consultation:

This item has been subject to external consultation.

13. **TRAFFIC ORDERS - GODREGRAIG AND YSTALYFERA**

Decision:

That having had due regard to the integrated impact assessment, the objection be overruled to the (A4067 From Ynysymedwy to Godrergraig and A4067 Glan Yr Avon, Godrergraig / Ystalyfera) (30 And 40 Mph Speed Limits) Order 2024 (as detailed in Appendix A, Appendix B, Appendix C and Appendix D to the circulated report), the scheme be implemented as advertised, and the objector informed accordingly.

Reason for Decision:

To reduce vehicular speeds in the interest of road safety.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

14. **ADMISSION TO COMMUNITY SCHOOLS 2026/27**

Decision:

That the 2026/2027 Community Schools Admission Policy (as detailed at Appendix 1 to the circulated report) be approved for consultation.

Reason for Decision:

To enable the Council to meet statutory duties and good practice guidelines in respect of the admission of pupils to community schools.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

15. **SCHOOL EXCLUSIONS UPDATE**

Decision:

That the monitoring report be noted.

16. **PUPIL ATTENDANCE UPDATE**

Decision:

That the monitoring report be noted.

17. **LEADERSHIP STRATEGY AND ITS IMPACT ON NPT WORKFORCE IN SCHOOLS**

Decision:

That the monitoring report be noted.

18. **TEACHING AND LEARNING SUPPORT AND DEVELOPMENT PROGRAMME**

Decision:

That the monitoring report be noted.

19. **COMMUNITY COUNCILS MINOR PROJECTS SCHEME – COEDFFRANC TOWN COUNCIL**

Decision:

That a grant of 40% of actual costs up to a maximum of £8,000 to Coedffranc Town Council be approved, towards enhancing the current provision of play equipment at Skewen Park.

Reason for Decision:

To enable community improvements.

Implementation of Decision:

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

20. **COMMUNITY COUNCILS MINOR PROJECTS SCHEME – TONNA COMMUNITY COUNCIL**

Decision:

That a grant of 60% of actual costs, up to a maximum of £12,000 to Tonna Community Council be approved, towards establishing a newly equipped childrens play area at Dolcoed (the Memorial Park) in Tonna.

Reason for Decision:

To enable community improvements.

Implementation of Decision:

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

21. YOUTH ENGAGEMENT STRATEGY

Decision:

That having had due regard to the Integrated Impact Screening Assessment, the Neath Port Talbot Youth Engagement Strategy 2024-2025 (as detailed at Appendix 2 to the circulated report) be adopted.

Reason for Decision:

To help drive forward the work to support young people who are at risk of becoming Not in Education, Employment or Training (NEET), who are already NEET and those young people who are at risk of Homelessness. By adopting the Youth Engagement Strategy this work will be supported at a strategic level, become more accountable and will improve the offer to young people.

Implementation of Decision:

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

22. IMPROVING RECYCLING PERFORMANCE AND BUDGET DELIVERY

Officers updated Members on feedback from the Scrutiny Committee. Cabinet agreed to include the extra wording from the Scrutiny Committee, which is included below at decision 3, ***in bold and italics***.

Decisions:

That having had due regard to the Integrated Impact Assessments:

1. The combining of paper and card kerbside collections and the introduction of small electrical item kerbside collections, be approved;
2. The updated Missed Collections Policy (with a further review after the implementation of the in-cab 'live feed' system as detailed at Appendix C of the circulated report) be approved.
3. The revised 'No Side Waste' Policy, as detailed at Appendix D of the circulated report, be approved, ***with a review report to be included with the missed collections policy***.

4. That a move to three weekly refuse collections NOT be implemented.
5. That a green waste collection charge NOT be implemented.
6. That measures to discontinue the provision of black sacks and the use of wheeled bins for refuse collection, NOT be included in the forthcoming budget consultation.

Reason for Decisions:

To decide on measures to improve recycling performance and to feed into the budget consultation 2025/26.

Implementation of Decisions:

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

Consultation:

This item will form part of the budget consultation 2025/26.

23. **PILOT OF NEW ACCESS APPROACH TO PARKS AND GARDENS**

Decision:

That having had due regard to the first stage Integrated Impact Assessment, an official pilot to not restrict pedestrian access to the parks and gardens detailed at Appendix A to the circulated report, for a period of 4 months commencing 1st December 2024, be approved, with the outcome of the pilot to be reported back to Cabinet.

Reasons for Decision:

1. To help ensure the Council fulfils its Duty of Care with respect to staff safety in relation to lone working.
2. To establish any unforeseen impacts that the proposed changes to the service will have.

Implementation of Decision:

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

24. **CORPORATE PLAN “RESET, REVIEW, RECOVER” 2022-2027 ANNUAL REPORT**

Decisions:

1. That the draft Corporate Plan 2022/2027: “Recover, Reset, Renew” Annual Report for the period: 1st April 2023 to 31st March 2024 be endorsed, and commended to Council for adoption.
2. That the Leader of Council be given delegated authority to make such changes as may be needed to the Annual Report prior to publication, provided that such changes do not materially alter the content of the document considered by Council.

Reason for Decisions:

To meet the statutory requirements set out in the Well-being of Future Generations (Wales) Act 2015.

Implementation of Decisions:

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

25. **2024/2025 RISK REGISTER MONITORING**

Decision:

That the monitoring report be noted.

26. **PUBLIC SERVICE OMBUDSMAN FOR WALES ANNUAL REPORT 2023/2024**

Decision:

That the report be noted.

27. **CHRISTMAS NEW YEAR OPENING TIMES - LIBRARIES, LEISURE CENTRES ETC.**

Decision:

That the Christmas and New Year opening and closing times for the facilities, as detailed within Appendix 1 (proposed opening hours Leisure Centres and Swimming Pools) and Appendix 2 (proposed opening hours – Margam Country Park, Gnoll Country Park, Libraries, Theatres and Community Centres), be approved.

Reason for Decision:

To ensure that the public facilities are available to the public when there is a demand for them to be open, and to enable managers to make appropriate arrangements with front line staff over their leave.

Implementation of Decision:

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

28. **URGENT ITEMS**

No urgent items were received.

29. **ACCESS TO MEETINGS - EXCLUSION OF THE PUBLIC**

RESOLVED: That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No 2290, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in the relevant Paragraphs of Part 4 of Schedule.

30. **RHEOLA ESTATE - NEXT STEPS (EXEMPT UNDER PARAGRAPH 14)**

(At this point in the meeting, Councillors S.K.Hunt, J.Hurley, and S.Knoyle reaffirmed their interest in the item, and left the meeting for the discussion and voting thereon.)

The Deputy Leader, Councillor A.Llewelyn, took over the role of Chair for this item.

Decision:

That Option 3 within the private, circulated report, be approved.

Reason for Decision:

To allow the redevelopment of the historic Rheola Estate.

Implementation of Decision:

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

31. **VIVA PORT TALBOT BID RENEWAL BALLOT 2024 (EXEMPT UNDER PARAGRAPH 14)**

(Councillors S.K.Hunt, J.Hurley and S.Knoyle returned to the meeting.)

The Leader, Councillor S.K.Hunt, resumed the role of Chair.

Members noted, and took into consideration, a letter from the Chair of the relevant Scrutiny Committee, giving an overview of the Committees views. The letter had been circulated to Members as a supplement.

Decision:

That having had due regard to the integrated impact assessment, the Council abstain from voting in the forthcoming Vivia Port Talbot ballot.

Reason for Decision:

To enable the Council to decide on how to vote at the VIVA Port Talbot BID Ballot.

Implementation of Decision:

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

32. **SHORT BREAKS FOR CHILDREN WITH DISABILITIES (EXEMPT UNDER PARAGRAPH 14)**

Decisions:

1. That a 90 day consultation exercise, regarding short breaks for children with disabilities be undertaken, as detailed in the private, circulated report.
2. That a report be presented to Cabinet following the consultation period to report on the outcome, and to request a decision.

Reasons for Decisions:

To take into account the social care resources available when undertaking an assessment or reassessment of individuals' needs; to ensure a sustainable range of good quality services are available to Children with Disabilities and Parent Carers in Neath Port Talbot, and to contribute to Welsh Government's aim to rebalance the social care market.

Implementation of Decisions:

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

Consultation:

This item will be subject to external consultation.

33. **FAMILY LINKS FOR CHILDREN WITH DISABILITIES (EXEMPT UNDER PARAGRAPH 14)**

Decisions:

3. That a 90 day consultation exercise, regarding family links for children with disabilities be undertaken, as detailed in the private, circulated report.
4. That a report be presented to Cabinet following the consultation period to report on the outcome, to request a decision.

Reasons for Decisions:

To take into account the social care resources available when undertaking an assessment or reassessment of individuals' needs; to ensure a sustainable range of good quality services are available to Children with Disabilities and Parent Carers in Neath Port Talbot, and to contribute to Welsh Government's aim to rebalance the social care market.

Implementation of Decisions:

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

Consultation:

This item will be subject to external consultation.

34. **TRANSFER STATION ENERGY SUPPLY CONTRACT 2025 (EXEMPT UNDER PARAGRAPH 14)**

Decisions:

1. That the direct award of a one year contract for the supply of energy to the Transfer Station, as detailed within the private, circulated report, be agreed.
2. That authority be delegated to the Head of Streetcare, in consultation with the Head of Legal and Services to make the necessary contract arrangement.
3. Following the relocation of the Waste Collection Service to the Transfer Station, and when the electricity demand is stabilised, the electricity requirements at the site be reviewed and longer term arrangements be put in hand.

Reason for Decisions:

To secure a value energy supply for the Transfer Station.

Implementation of Decisions:

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

35. **COED DARCY SOUTHERN ACCESS ROAD (EXEMPT UNDER PARAGRAPH 12, 13 AND 16)**

Decision:

That the recommendation within the private, circulated report, be approved.

Reason for Decision:

To ensure the future construction of the Coed Darcy Southern Access Road.

Implementation of Decision:

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

CHAIRPERSON

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CABINET Forward Work Programmes 24/25

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee	
Cabinet (Special) 11th December	CIW – Foster Wales Neath Port Talbot Inspection Report 2024	For Information	Victoria Smith		No	Cllr.S.Harris Portfolio 6	Social Services, Housing and Community Safety.	
	Audit Wales Report - Springing Forward Strategic Assets	For Monitoring	Dean Nicolas/ Simon Brennan		6 th December 2024	Cllr. J. Hurley Portfolio 4	Environment, Regeneration and Streetscene Services	
	6 Month Update – Corporate Plan	For Monitoring	Noelwyn Daniel Caryn Furlow			Cllr. S.K.Hunt Portfolio 1	Community, Finance and Strategic Leadership	
	Arboricultural Management Plan includes the tree policy	For Decision	James Davies		Yes 4 th Nov	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services	
	Risk Management and Complex Community Case Work	For Monitoring	Angela Thomas Lisa Morris		Post 12 th December 2024	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety	
	Flood Risk Management Plan	For Decision	Mike Roberts/ Steve Owen		YES 19 th July	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services	
	Rights of Way – Proposed diversion order for part of footpath no.127 in the community of Cwmavon	For decision	Neil Chapple / Craig Griffiths			TBC	TBC	
	Rights of Way – Proposed diversion order for part of footpath no.2 in the community of Port Talbot	For Decision	Neil Chapple/ Craig Griffiths			TBC	TBC	
	Children's Commissioning Placement Strategy NPTC 2024-2027	For Decision	Victoria Smith		Yes, 7 th November 2024	Cllr. S. Harris Portfolio 6	Social Services, Housing and Community Safety.	
	Appointment of LA Governors	For Decision	John Burge		No	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing	
	RECURRING ITEMS (IF NEEDED)							
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	Environment, Regeneration and	

							Streetscene Services
	Select Lists	For Decision	David Griffiths			Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Debt Write Offs	For Decision	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Miscellaneous Grant Applications	For Decision	Huw Jones			Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Cabinet (Special) 10 th January 2025	Budget 25/26 (Out for Consultation)	For Decision	Huw Jones	Out for Consultation	Yes (All Scrutiny Committees)	Cllr S.Knoyle Portfolio 2	All

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Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Cabinet 15 th January 2025	Hillside Managers Report	For Monitoring	Keri Warren	Private Item		Cllr. S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Hillside Responsible Individuals Report	For Monitoring	Keri Warren	Private Item		Cllr.S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Management of Japanese Knotweed	For Decision	James Davies	Update on the treatment policy and operational plan.		Cllr. W. Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	NPT Co-Ordinated School Admission Policy	For Decision	Helen Lewis	Awaiting Information		Cllr Nia Jenkins Portfolio 3	Education, Skills and Wellbeing
	Contract Procedure Rules	For Decision Commend to Council.	Craig Griffiths	To agree new standing orders and procedural rules for contracts that are entered into by Neath Port Talbot Council.	Yes 9 th January 25 Council 19 th Feb.	Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

	Permission to Tender a Carers Service	For Decision	Hayley Short			Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety
	Country Parks Car Parking Review	For Decision	Chris Saunders	Consideration of revised management arrangements, a new parking order and pricing structure for car parking at the Country Parks.	Yes, 5 th December	Cllr Cen Phillips	Education, Skills and Wellbeing
	Flying Start Phase 3 Expansion	For Decision	Sarah Griffiths		Yes 5 th December	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Direct Payment Whole Service Review this includes the Direct Payments Payroll Service Review	For Decision	Angela Thomas		Yes 12 th Dec	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety
	Nomination Agreements for Private Sector Temporary Accommodation	For Decision	Chele Howard	Private Item – To request delegated authority to enter into a nomination agreement with a private landlord for the provision of up to 5 temporary accommodation properties		Cllr.A. Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Use of Containers on Safari Collections	For Decision	Mike Roberts	To establish policy regarding the use of containers as storage on black bag waste collection rounds.	Yes 6 th December	Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Self Assessment 2023/2024	For Decision	Louise McAndrew/ Anita James		YES 9 th Jan	Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Impact of the Support by Case Assessment and Progression Team.	For Monitoring	John Burge	It will provide an update on the progress to date with the actions from the Case Assessment Progression Team.		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Welsh Public Library Standards	For Monitoring	Chris Saunders	Provides an update in respect of the authorities library service performance against current Welsh Language Standards (WPLS) Framework 6 and note the feedback, comments and recommendations in the Welsh Library Report.		Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services.

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Cabinet 5 th February 2025	Social Services Directors Annual Report	For Decision (Commending to Council)	Andrew Jarrett			Report of the Director of Social Services.	Social Services, Housing and Community Safety
	Strategic Risk Register	For Monitoring	Caryn Furlow- Harris		YES 9 th Jan	Cllr.S.Knoyle Portfolio 2	Community, Finance and

							Strategic Leadership
	Public Participation Strategy Progress Report	For Monitoring	Sheenagh Rees		Yes 9th Jan	Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Permission to Consult on the Business Case Remodel for Dom.Care	For Decision	Angela Thomas		23rd January 2025	Cllr. J. Hale Portfolio 7	Social Services, Housing and Community Safety.
	Commissioning Intentions for a Housing First Service	For Decision	Chele Howard/ Hayley Short		No	Cllr. A. Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Accessibility Strategy	For Decision	Hayley Lervy			Cllr N. Jenkins Portfolio 3	Education, Skills and Wellbeing
	Pernission to Proceed with Remodelling of Care and Support at Trem y Glyn	For Decision	Angela Thomas		23rd January 25	Cllr. J. Hale Portfolio 7	Social Services, Housing and Community Safety
	Housing Mid Point Strategic Review	For Decision	Chele Howard Hayley Short		Yes 23rd January 25	Cllr A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Permission to extend Contract Arrangements for the Prevention of Wellbeing Service	For Decision	Chele Howard		No	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety.
	Neath Port Talbot Events Strategy	For Decision	Chris Saunders		YES 16th Jan	Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Aberavon Seafront Masterplan	For Decision	Chris Saunders	To adopt the Seafront Strategy	Scrutiny 16th Jan	Cllr. Cen Phillips Portfolio 5	Education, Skills and Wellbeing
	Policies for the use of artificial grass and installation of honeybee hives on NPT Council / managed land.	For Decision	Ceri Morris/ Lana Beynon		Awaiting Confirmation 31st Jan	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 26th February	Revenue Budget Monitoring 24-25	For Decision	Huw Jones			Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

BUDGET 25/26	Capital Budget Monitoring 24-25	For Decision	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Treasury Management Outturn 24-25	For Decision	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet (Special) 12th March 2025 (This needs to be Confirmed)	Education Development – Local Authority Education Grant Spending Plan 2024 -2025.	For Monitoring	Mike Daley	Provides an update on the progress to date with the actions from the grant.		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Appointment and Removal of Local Authority Governor Representatives	For Decision	John Burge	Information on the Appointment and Removal of Local Authority Governor Representatives		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	An overview of the Families First Programme	For Information	Sarah Griffiths/ Allison Harris	The report will provide an overview of the Families First Early Intervention support services available to children, young people and families. It will also provide 2023/2024 data demonstrating the impact of the programme on children, young people and families who have accessed the service.		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Strategic Schools Improvement Programme Proposal to reorganise ALN Provision at Cwmtawe Comprehensive School	For Decision	Rhiannon Crowhurst	Results of Consultation and permission to advertise Notice for Objections		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Strategic Schools Improvement Programme Proposal to re-organise ALN Provision at Cefn Saeson Comprehensive School.	For Decision	Rhiannon Crowhurst	Results of Consultation and permission to advertise Notice for Objections		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Report on HWRC Feasibility	For Decision	Mike Roberts	To inform Members on the outcome of feasibility work into suitable sites for a new HRWC in the Afan Valley area, and seek a decision regarding further work or not (further to Measure 17 of the approved Waste Strategy Action Plan)	To be Confirmed	Cllr. S.Jones, Portfolio 10	Environment, Regeneration and Streetscene Services
	Regional Transport Plan	For Decision	David Griffiths/Brennan Griffiths/Amanda Phillips		NO	Cllr W.Griffiths	Environment, Regeneration and Streetscene Services
	Regeneration Strategy	For Decision	Andrew Collins		14 th Feb 25	Cllr.J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 19th March	Period Dignity Report	For Monitoring	John Burge	Report on the spend and implementation of Period Dignity Scheme.		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing

Family Support in the Early Years. An overview of the family support provided by the Early Years and Flying Start Family Support Team.	For Information	Sarah Griffiths/ Lisa Clement-Jones	This report will provide an overview of the collaborative work across the Local Authority and Health in relation to providing equitable early help for children and families in the Early Years.	YES 6 th March	Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Updating the Missed Bin Policy	For Decision	Mike Roberts	To seek Member approval for an updated Missed Bin Policy (further to the implementation of Measure 1 of the approved Waste Strategy Action Plan, once completed)		Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
Fleet and Heavy Plant Renewals	For Decision	Kevin Lewis	This report seeks approval to procure new and replacement vehicles and heavy plant in 2025/2026 that has reached the end of their economic life cycle and require replacement in line with the Authority's Fleet Renewals Programme.	YES 14 th February	Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
Healthy Relationships for Stronger Communities Strategy	For Monitoring	Chele Howard/Elinor Wellington	12 Month Update		Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
Report on HWRC Feasibility	For Decision	Mike Roberts	To inform Members on the outcome of feasibility work into suitable sites for a new HRWC in the Afan Valley area, and seek a decision regarding further work or not (further to Measure 17 of the approved Waste Strategy Action Plan)	14 th March	Cllr. S.Jones, Portfolio 10	Environment, Regeneration and Streetscene Services
Library Strategy	For Decision		To approve the Library Strategy	Scrutiny 6 th March To Be Confirmed	Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
Permission to Proceed with the Remodelling of Supported Lodgings for Young People	For Decision	Keri Warren, Maria Selby and Gemma Hargest		To be Confirmed	Cllr. S.Harris Portfolio 6	Social Services, Housing and Community Safety
Permission to Tender for Emergency Accommodation for Women – Violence Against Women, Domestic Abuse and Sexual Violence.	For Decision	Chele Howard/ Hayley Short	To feedback on the outcome of the consultation for the proposed remodel of emergency accommodation and seek permission to retender VAWDASV Emergency Accommodation on the feedback.	To be Confirmed	Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 9 th April	Social Services Complaints Annual Report	For Monitoring	Leighton Jones			Cllr.A.Llewellyn Portfolio 8 Cllr S.Harris Portfolio 6 Cllr J Hale Portfolio 7	Social Services, Housing and Community Safety
	Community Safety Strategic Intent Document	For Monitoring	Chele Howard/ Elinor Wellington	12 Month Update		Cllr. A. Llewelyn Portfolio 8	Social Services, Housing and Community Safety

	Permission to Consult and Pilot an Alternative Night Time Support Report	For Decision	Keri Warren/ Hayley Short		Yes, 13 th March 2025	Cllr.S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 30 th April	Hillside Managers Report	For Monitoring	Keri Warren			Cllr.S.Harris Portfolio 6	
	Hillside Responsible Individuals Report	For Monitoring	Keri Warren			Cllr.S.Harris Portfolio 6	
	Early Years and Flying Start Childcare	For Monitoring	Sarah Griffiths/Lisa Clement-Jones	This report will provide information in relation to the Early Years and Flying Start Childcare Sector including the impact of Flying Start Expansion.	YES 10 th April	Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Electric Vehicle On-Street Home Charging	For Monitoring	David Griffiths	To provide Members with an update on the current position regarding on-street electric vehicle charging from home electrical supply and actions required.	Awaiting Confirmation 14 th March	Cllr W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny committee
Cabinet 21 st May	Strategic Schools Improvement Programme Proposal to reorganise ALN provision at Cwmtawe Comprehensive School	For Decision	Rhiannon Crowhurst	Final Determination of the Proposal		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Strategic Schools Improvement Programme Proposal to reorganise ALN provision at Cefn Season Comprehensive School	For Decision	Rhiannon Crowhurst	Final Determination of the Proposal		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing.
	Various Traffic Orders (Detail not available)	For Decision	David Griffiths			Cllr W.Griffiths Portfolio 9	
	Various Land Disposal Reports (If Needed)	For Decision	Simon Brennan			Cllr J.Hurley Portfolio 4	

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

4 DECEMBER 2024

REPORT OF THE DIRECTOR OF FINANCE

Matter for Decision

Wards Affected – Aberavon

NEATH PORT TALBOT WELSH CHURCH ACT TRUST FUND

1. Purpose of Report

To seek Member approval in relation to grant application received at Appendix 1 attached.

2. Background and Financial Impact

The Council as trustee is responsible for managing the Welsh Church Act Trust Fund. Grants are received by application from churches and chapels, charitable organisations and individuals as set out in the criteria below. The Welsh Church Fund has funds available to it in its own right to distribute as part of an approved grant scheme. All claimants must claim their grant within two years of committee approval.

Review of Award Criteria

Welsh Church Acts Fund Guidelines for Grant Applications

- a) Each application will be considered on its merits.
- b) Grants will only be awarded to charities and voluntary bodies which are based in, or active in, or provide significant benefits to some or all of the residents of the Neath Port Talbot County Borough area.
- c) Grants will only be awarded to individuals in exceptional circumstances.
- d) Grants will not normally exceed £1,000 and in exceptional circumstances £4,000 per applicant and successful applicants

will not normally be reconsidered for a further grant within 3 years of the date of approval of the last grant.

- e) Grants will have a time limit for the take up of said grant of two years from the date of approval.
- f) Grants will not normally be awarded where the service could be dealt with out of the annual budget of the Council's service Committees activities or by other public bodies.
- g) Grants will not normally be awarded where they would commit the fund to regular annual payments nor will recurring annual expenses be supported.
- h) Grants will only be made out of the income of the fund, preserving the Fund's capital assets.
- i) Priority will be given to applications which are of significant benefit to the Neath Port Talbot County Borough area.
- j) Grant aid will not normally cover the full cost of a project/proposal and normally will be approved at 25% of actual costs incurred up to the maximum as outlined in condition (d) above. The grant of £4,000 will only be approved where expenditure exceeds £50,000.
- k) Organisations assessed as being able to meet the cost (e.g. by size or nature) are unlikely to receive any grant aid.
- l) Grants towards work of a structural nature will only be considered where
 - there is evidence that a professional assessment has been made of the works
 - the applicant organisation can demonstrate that there is no other impediment to work proceeding at an early date (e.g. planning permission).
- m) In the case of Churches and Chapels grants will only be approved for the repair of the fabric of buildings which are more than 50 years old and of the highest architectural and historic interest. Church halls, however, where available and used significantly by the public for non-religious purposes will not be subject to these criteria.

- n) No retrospective applications are considered.
- o) The Panel will take into account the Church membership and the normal size of the congregation.
- p) In the case of students undertaking further Education courses, contributions towards the costs of individual instruments or pieces of equipment etc. will be made as follows - 50% of all costs over a threshold of £2,000 up to a maximum grant of £1,000.

3. Integrated Impact Assessment

There is no requirement to undertake an impact assessment.

4. Valleys Communities Impacts

Applications for grant are available to churches and chapels, individuals and charitable organisations across the county borough.

5. Workforce Impacts

There are no workforce impacts.

6. Legal Impacts

Grants are provided in line with the approved scheme criteria.

7. Risk Management Impacts

All grant applications are considered on their own merit and in line with the approved scheme criteria.

8. Consultation

There is no requirement for external consultation on this item.

9. Recommendation

It is recommended that Members approve the application set out in the Appendix to this report.

10. Reason for Proposed Decision

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

11. Implementation of Decision

The decision is proposed for implementation after the three day call in period

12. Appendices

Appendix – schedule of grant application.

13. List of Background Papers

Grant Application.

14. Officer Contact

Mr Huw Jones – Director of Finance
Tel. No: 01639 763575
email: h.jones@npt.gov.uk

Appendix

Applicant	Purpose	Amount Request/Cost of "Project"	Previous Support	Comments
Bethlehem Evangelical Church, Aberavon	Grant assistance towards costs of works to replace the boiler and install new pipework and radiators in the main church.	The cost of this project is estimated at £12,900 plus VAT.	Policy and Resources Cabinet Board 26.03.09 – granted 60% of the actual costs incurred on the project up to a maximum grant of £2,000	A grant of 25% of the actual total costs be made available to a maximum of £1,000.

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CNEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

4th December 2024

Report of the Director of Finance

H. Jones

Matter for: Decision

Wards Affected: All Wards

Third Sector Grant & Commissioning Arrangements

Purpose of Report

1. To seek Members approval of the arrangements for the next round of 3rd Sector Grant funding, which will commence April 1st 2025.
2. To seek Members approval of proposed additional criteria organisations will be required to demonstrate a contribution to in their applications for funding for the financial year 2025/2026.
3. To inform Members of the proposed review of the council's 3rd sector grant funding and commissioning arrangements.

Background

4. The council's Third Sector Grant Funding Scheme, was reviewed during 2021-2022 and has continued annually since.
5. At the meeting of Cabinet on 30th November 2022 and subsequently on 7th March 2023 approval was given to support six strategic partnerships for a 3 year period up to 2025/2026 (ending on 31st March 2026).
6. At the meeting of Cabinet on 23rd December 2023 and subsequently on 14th February 2024, approval was given to support eight organisations for a 1 year period up to 2024/2025 (ending on 31st March 2025).

Third Sector Grant & Commissioning Arrangements – Proposed Review

7. To ensure the most efficient use of the council's financial resources, which are aligned to the council's priorities and deliver the best outcomes for our residents it is proposed to initiate an independent review of the council's third sector grant and commissioning arrangements.
8. A scoping document for the review will be drafted with work commencing on the review from April 2025.
9. Recommendations from the review will be implemented from 1st April 2026.

Third Sector Grants Applications - 2025/2026

10. The current one year grant arrangements end on 31st March 2025 and the strategic partner three year grant arrangements end on 31st March 2026.
11. To enable the outcomes of the above review to be implemented from 1st April 2026, it is proposed to run a one year 3rd sector grant scheme for the financial year 2025/2026.
12. This will bring to a close both grant schemes (one year and three year) at the same time – 31st March 2026 and will enable the recommendations from the above review to be implemented from 1st April 2026.
13. The council's current 3rd Sector Grant Scheme clearly states the council wishes to adopt an outcomes-based approach to the way in which it determines its grant funding arrangements and that applications which demonstrate the following will be particularly welcome:
 - Contribution to the delivery of key policies and priorities as agreed within the Council's Corporate Plan 2024-2027.
 - Reducing the demand on council services.
 - Levering in of additional resources. Applications that demonstrate how council funding will be used to lever in additional resources in support of council priorities are particularly welcomed.
 - Financial sustainability. The council will wish to be satisfied that the applicant is not dependent on continuing council funding to achieve financial sustainability.

14. In addition to the above criteria, it will be vitally important for proposed applications to also demonstrate how the activities outlined in their applications will contribute significantly to any of the following key focus areas. where the council is currently experiencing increasing demand and cost:
- Tackling Child Poverty
 - Mental Health
 - Vulnerable Adults
15. To ensure the most efficient use of the council's financial resources and the alignment with the council's priorities, a revised application form and evaluation process has been developed and are attached at Appendix 1 and Appendix 2 respectively. The evaluation process will be shared with those organisations wishing to apply at the start of the application process.

Third Sector Grants Application Timetable

16. The grant application process will be open for applications from the 9th December to 24th January 2025. Officers will review and evaluate the applications received and a report setting out the recommended approved applications will be presented to Cabinet on 19th March 2025.

Financial Appraisal

17. The indicative amount of funding available to support the third sector grant scheme in 2025/26 is £586,000. c£347,000 of this amount has already been committed to support the existing strategic partnership arrangements. This means that the amount of funding available to support new one year applications for 2025/26 is c£239,000.

Integrated Impact Assessment

18. This report does not propose any major changes to the current Scheme rather it seeks to clarify the criteria for applications for the next round of one year third sector grant funding commencing 2025.

Valleys Communities Impact

19. The Scheme is open to all eligible organisations across the county borough, including those that operate in valleys communities.

Workforce Impact

20. There is no workforce impact.

Legal Impact

21. All successful grant recipients will be required to sign a Grant Agreement.

Risk Management

22. Without clarifying the criteria where applications are welcomed, there is a risk that the council will receive applications for funding that are not aligned with its priorities, leading to frustration on the part of applicants and unnecessarily consuming officer and member time.

Consultation

23. As there are no fundamental changes to the Scheme there is no requirement for external consultation on this report.

Recommendations

24. It is recommended that Cabinet:
 - i. Approve the proposed arrangements for 3rd Sector Grant funding for the financial year 2025/2026.
 - ii. Approve the proposed additional criteria organisations will be required to demonstrate a contribution to in their applications for funding for the financial year 2025/2026.

- iii. Note the proposal for an independent review of the council's third sector grant and commissioning arrangements.

Reason for Proposed Decision

25. To ensure funding decisions made for the 2025/26 financial year in relation to grants awarded under the Third Sector Grants Scheme are aligned with the council's overall priorities.

Implementation of Decision

26. The decision is proposed for implementation after the three day call in period.

Appendices

27. Appendix 1 – Application Form
Appendix 2 – Evaluation Process

List of Background Papers

Neath Port Talbot Third Sector Grant Funding Scheme

Officer Contact

Huw Jones, Director of Finance

Email: h.jones@npt.gov.uk

Caryn Furlow-Harris, Strategic Manager – Policy & Executive Support

Email: c.furlow@npt.gov.uk

Louise McAndrew, Corporate Strategic Planning & Governance Officer

Email: l.mcandrew@npt.gov.uk

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Third Sector Grant Fund

2025-2026

(One year funding)

Guidance and

Application Form

For activities / projects up to a maximum of £25,000

(Excluding core funding)

Contents

Guidance

Part One: Important information before you start your application

Part Two: Process summary

Application Form

Part Three: Your organisation and contact details

Part Four: Information on the activity the core funding will support

Part Five: Financial information

Before submitting your application please ensure:	
<input type="checkbox"/>	Application in completed in full and signed
<input type="checkbox"/>	The amount applied for is clearly stated
<input type="checkbox"/>	A copy of last financial year's accounts provided
<input type="checkbox"/>	A copy of your insurance certificates are included
<i>Please note:</i> <i>Funding will be paid to successful applicants on or after 1st April 2025.</i>	

Part One: Important information before you start your application

a) Completing the form

- Please make sure you have answered every question and read your application before you send it to us
- If you are able to scan your completed application form please email the scanned version to: thirdsectorgrants@npt.gov.uk putting the name of your organisation from Question 1 into the email subject line

b) Help with your application

If you have any questions about the grant process or completing this application form, or if you need it in a different format (for example large print), please contact:

Corporate Policy - email thirdsectorgrants@npt.gov.uk

Part Two: Process Summary

c) What are we looking for?

Applications that demonstrate:

- i. How proposed activities will support the delivery of the council's policies and priorities. These are summarised in the Council's Corporate Plan 2024-2027. **(add link)**.
- ii. How proposed activities will reduce demand on council services
- iii. How council funding will be used to lever in additional resources in support of council policies and priorities are particularly welcomed.
- iv. Financial sustainability. The council will wish to be satisfied that the applicant is not dependent on continuing council funding to achieve financial sustainability.

In addition to the above criteria, it is proposed applications also demonstrate how the activities outlined in their applications will contribute to any of the following key issues where the council is currently experiencing increasing demand and cost:

- Tackling Child Poverty
- Mental Health

- Vulnerable Adults

d) How will applications be assessed?

Applications will be assessed against the evaluation matrix attached at Appendix 1.

e) Who can apply / what can you apply for? –

Please refer to the Scheme [\(add link\)](#)

f) How much can you apply for?

You can apply up to a maximum of £25,000 for activities/projects.
(Excluding core funding)

APPLICATION FORM

Part Three - Your organisation and contact details

1. Organisation name

What is the full legal name of your organisation, as shown in your governing document?

2. Does your organisation use a different name in your day to day work? (please tick)

Yes No

If yes, what other name do you use?

3. What is the main or registered address, including postcode for your organisation?

Postcode:

Phone Number one:

Phone Number two:

At least one of these numbers must be a landline

4. What is the main email address for your organisation?

This should be the email address people use to contact your organisation. It can be a personal email address if your organisation doesn't have one.

5. Does your organisation have a website address? (please tick)

Yes No

If yes, what is the address?

6. What type of organisation are you? (please tick the most appropriate)

Type of Organisation	✓
Registered Charity (please provide Registration Number)	
Voluntary Organisation	
Social Enterprise	
Housing Association	
Development Trust	
Other (please specify)	

7. Is your organisation independent or a branch of a larger organisation? (please tick) An independent organisations will have its own governing document and can manage its own funds and staff.

Independent Branch

If you are a branch, what is the name and address, including postcode of the larger organisation?

Postcode:

If we offer a branch a grant we will ask the larger organisation to accept overall responsibility for it.

8. When was your organisation set up?

Please give the date when your organisation adopted its current legal status. This should be on your governing document. All organisations need to provide this date.

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9. What is your organisations current financial position?

It is essential that financial need for this grant can be evidenced clearly.

Please insert the amounts from your latest annual accounts and submit a copy of the latest annual accounts with the application form

What was the date of your organisation's most recent annual accounts year ended (dd/mm/yy):		
Income: £	Expenditure: £	Balance carry forward: £
Restricted Reserves: £	Unrestricted Designated Reserves: £	Unrestricted General Reserves: £

Please tell us what your organisation's reserves policy is:

--

10. Do you anticipate any changes to your orgainsatonal structure over the next year? (please tick)

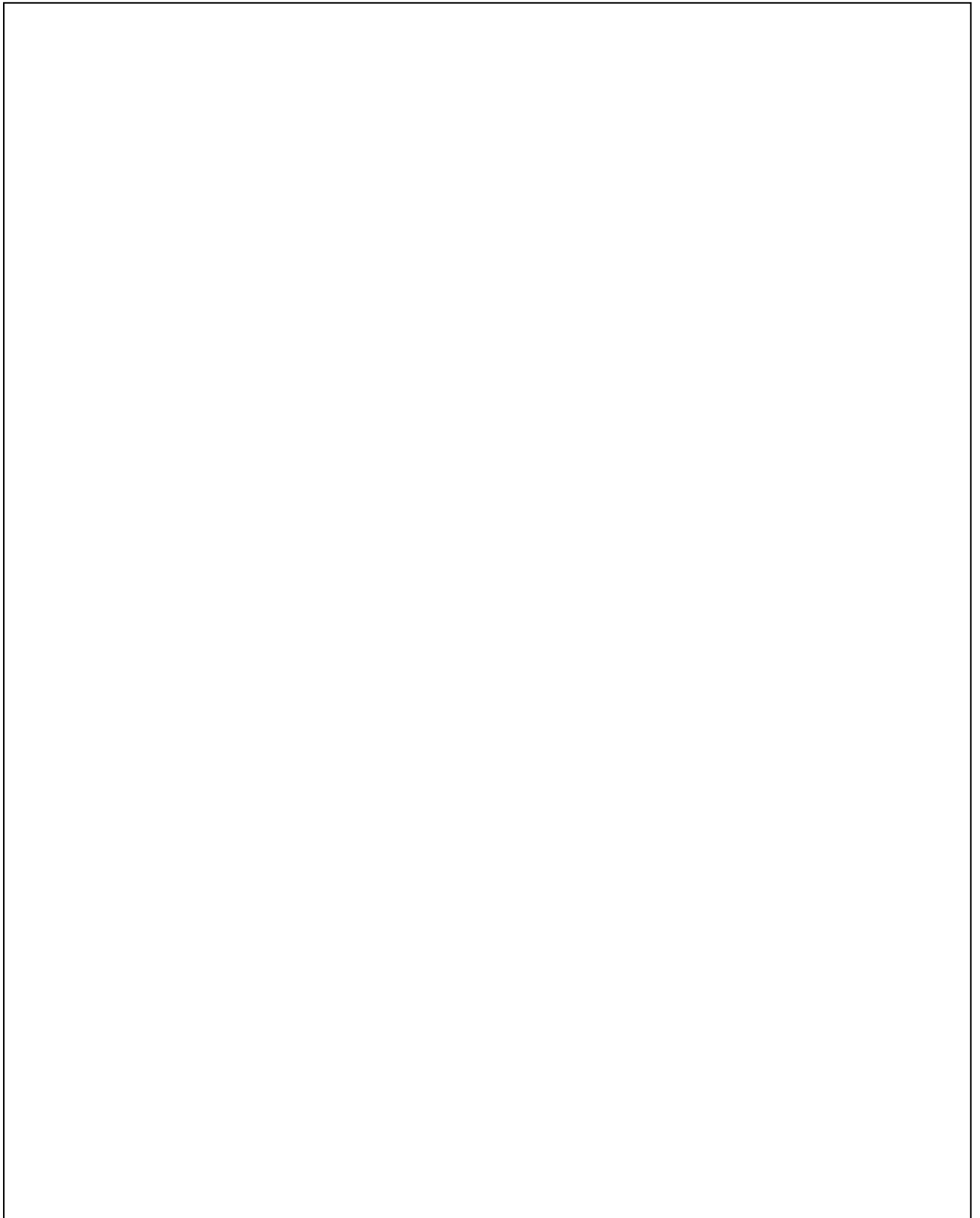
Yes No

If yes, please provide more detail

--

Part Four - Information on what the funding will support

11. Why is the funding you have applied for important? (approx. 400 words)



12. What will the funding deliver? (approx. 600 words)

- Summarise what you plan to do with the funding
- Make sure you include the main activities and describe how you will deliver them

13. How do you know there is a need for your activity? (approx. 500 words)

Please describe any evidence you have gathered e.g.:

- *The success of any previous work you have done*
- *Any consultation you or others doing similar work have carried out with the people we who would benefit*
- *Research you or others have completed to show there are gaps in provision or a need to enhance existing services*

14. Why is your proposed activity the best way to meet the needs you have identified? (approx. 300 words)

Tell us what evidence you have to show this is the best way of meeting the need.

Examples of the types of evidence you might use are:

- *Learning from your own work*
- *Learning from similar activities delivered by other organisations*
- *Independent research into the effectiveness of a particular approach*
- *Results of consultation*

15. Who will benefit from your activity? (approx. 500 words)

Tell us about the people, communities or organisations that will benefit from your project. Beneficiaries could be all the people, communities and organisations living in a geographical area or all those with similar interests or needs.

16. If you were successful in receiving the funding what key outcomes/outputs are you seeking to achieve over the next 12 months?

i) Outcomes - We call the key changes or differences an activity will make activity outcomes. If your activity will result in two key changes then all you need do is list those two outcomes. Giving two or three will not in anyway reduce your application's chance of success so don't be tempted to add unnecessary outcomes just to fill the box. In each outcome, tell us who will benefit from the change.

To help you with this section here is an example:

The objective of an activity is to: Provide Health and Well Being sessions for young parents

Outcomes would be – *Parents gain an increased understanding of nutrition / parents gain skills to prepare healthy meals for their families.*

Outcomes:

Outcome 1	
Outcome 2	
Outcome 3	
Outcome 4	

- ii) *Outputs - Outputs can include services you offer or facilities you provide. They are what you 'put out' as a result of your activity.*

Using the health and well being sessions example above:

An output would be – 10 health and well being sessions held

Giving two or three will not in anyway reduce your application's chance of success so don't be tempted to add unnecessary outputs just to fill the box.

Outputs:

Output 1	
Output 2	
Output 3	
Output 4	

- 17. What would be the consequence if the Council did not provide the funding you have applied for? (approx. 400 words)**

18. How will you make sure your organisation can deliver the outcomes / outputs you have listed above? (approx. 500 words)

We want to know about your ability to deliver successfully. This may include:

- *Your organisation's experience of delivering similar work*
- *Your staff and management committee's relevant skills and expertise and what training and/or development opportunities have been accessed*
- *The support you will need from other organisations or partners*

- 19. How do you feel the grant could impact opportunities for people to use and promote the Welsh Language (positive or negative) and if in any way it treats the Welsh Language less favourably than the English Language? How could positive impacts be increased, or negative impacts decreased?**

Part Five – Financial Information

20. How much are you requesting from Neath Port Talbot County Borough Council (NPTCBC) and what percentage is this of the total cost of the activity?

Full cost	Amount requested from NPTCBC's Third Sector Grant Fund	% of the full cost requested from NPTCBC
£	£	%

21. Will the funding applied for attract additional resources into the County Borough?

Yes No

If yes please provide further detail

22. Other sources of funding if not 100% of full cost requested as part of this application

Funding Source:	Confirmed Yes / No	Amount
Eligible reserves that will be used to fund the activity		
Business income		
Donations		
Fundraising		
Business Sponsorship		
Grant funding secured (please itemise)		
Funding being applied for (please itemise)		

23. Please provide details of all grants from NPTCBC or other publicly funded assistance received within the last 3 financial years (this information is required under the new UK Subsidy Control rules):

Financial Year 2022/23, 2023/24, 2024/25	Type of Grant	Amount (£)

25. Please provide evidence of insurance for the following types of insurance that your organisation has in place.

The evidence should include the name of the insurers, policy numbers, expiry date, and limits for any one incident. Please complete the table below and ***provide copies of relevant insurance certificates.***

	Employers liability insurance	Public liability insurance	Property insurance (including contents)
Name of insurers			
Policy numbers			
Expiry dates			
Limits for any one incident			

26. Declaration

As a duly authorised representative for and on behalf of the organisation named below, I hereby certify that all information provided to the Council in this Application Form is complete and accurate in all respects.

Signed:.....

Name:

Position:.....

Duly authorised representative

For and on behalf of:

Date:

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3RD SECTOR GRANT FUNDING APPLICATIONS

ASSESSMENT CRITERIA 2025/2026

Organisation:		Scoring will be based on the strength of the application form in detailing the following key areas : Weak - 2 Medium - 5 Strong - 10			
REF	CRITERIA	Weak	Medium	Strong	NOTES
Page 65 A1	Does the application demonstrate how the proposed activities will contribute to the delivery of priorities set out within the Corporate Plan 2024/2027, and in particular any of the following key priorities: <ul style="list-style-type: none"> • Tackling Child Poverty • Mental Health • Vulnerable Adults 				

Organisation:		Scoring will be based on the strength of the application form in detailing the following key areas : Weak - 2 Medium - 5 Strong - 10			
REF	CRITERIA	Weak	Medium	Strong	NOTES
A2	Does the application demonstrate how the funding will be used to reduce demand on council services?				
Page 63 A3	Does the application demonstrate how the funding will be used to lever in additional financial resources (particularly in support of the council's priorities)?				
A4	Does the application demonstrate financial sustainability (need to be satisfied the applicant is not dependent on continuing council funding to achieve financial sustainability)?				

Organisation:		Scoring will be based on the strength of the application form in detailing the following key areas : Weak - 2 Medium - 5 Strong - 10			
REF	CRITERIA	Weak	Medium	Strong	NOTES
A5 Page 679	Does the activity link with any council services/activities? Does the proposed activity fill any identified gaps in service provision?				
A6	Does the application demonstrate the organisation is capable of delivering the proposed activities ?				
A7	Financial information reviewed by accountant?				

Organisation:		Scoring will be based on the strength of the application form in detailing the following key areas :			
		Weak - 2 Medium - 5 Strong - 10			
REF	CRITERIA	Weak	Medium	Strong	NOTES
A8	Does the application demonstrate how the grant will effect opportunities for people to use the Welsh language and its equal treatment with English?				

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Organisation:	Yes	No	Comments
A9 – Insurance documentation provided			
A10 - Is the amount applied for more than what has been applied for in previous years?			

Application Approval / Rejection		Yes	No	Comments
A11	Please tick relevant column: If Yes: <ul style="list-style-type: none"> state amount to be approved or otherwise in the notes column opposite 			
	If No: <ul style="list-style-type: none"> add comments to support decision in the notes column opposite: 			
Page 69				Completed by: Date:

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Neath Port Talbot County Borough Council

Cabinet

4th December 2024

Report of the Director of Finance – Huw Jones

MATTER FOR DECISION:

CALCULATION OF COUNCIL TAX BASE FOR 2025-26

Wards Affected: All

Purpose of report

1. To formally set the Council Tax Base for the 2025/26 financial year.

Background

2. The Council Tax Base is an amount required by the Local Government Finance Act 1992 to be used in the calculation of Council Tax by billing authorities and major precepting authorities and in the calculation of the amount of a precept payable by each billing authority to a major precepting authority. The Base is a measure of the tax-raising capacity of an authority. It is expressed in terms of the number of Band D equivalent dwellings in an authority's area, taking into account exemptions, discounts, disablement relief, premiums and the authority's estimate of its collection rate for Council Tax.
3. The rules for the calculation of the Council Tax Base are contained in The Local Authorities (Calculation of Tax Base) (Wales) (Amendment) Regulations 2016 which amend The Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995. The amendments in the 2016 Regulations have been made as a consequence of amendments to the Local Government Finance Act 1992 by section 139 of the Housing (Wales) Act 2014. Those amendments enable billing authorities to apply a higher

amount of Council Tax (“a premium”) in respect of long-term empty dwellings and dwellings that are occupied periodically (second homes). It must be noted that the Council Tax Base for 2025/26 has been calculated to include Council Tax premiums from the 1st April 2025 following members decision to charge 100% on top of the standard rate of Council Tax for long term empty dwellings and dwellings that are occupied periodically (commonly referred to as second homes).

The calculation of the Council Tax Base is required to be made before 31st December. The Tax Base must also be notified to all Precepting Authorities (e.g. Police Authority) by that date. Although this is still the statutory timetable, this year the Assembly requested a provisional calculation be supplied by the 15th November 2024 in order to meet the deadline for the calculation of the distribution of Revenue Support Grant for 2025-26.

Calculation

4. The gross Council Tax Base calculated for 2025-26 is 50,717.89 and using a collection rate of 98% produces a net Council Tax base of 49,703.53 This means that for next year and for every £1 levied in council tax terms will generate £49,703 to meet the Council’s Budget Requirement. The detailed calculation is contained in Appendix 1.

It is also necessary to calculate the Council Tax Base in respect of areas which are served by Town and Community Councils, and these are summarized in the following table:

Town and Community Council	Council Tax Base
Blaengwrach	383.95
Blaenhonddan	4,451.61
Briton Ferry	1,953.17
Clyne & Melincourt	280.61
Coedffranc	3,759.38
Crynant	704.23
Dyffryn Clydach	1,343.06
Glynneath	1,424.52
Neath	6,771.26
Onllwyn	387.23
Pelenna	408.51

Town and Community Council	Council Tax Base
Resolven	746.23
Seven Sisters	644.52
Tonna	988.94
Cilybebyll	2,046.29
Cwmllynfell	395.80
Gwaun Cae Gurwen	1,376.28
Pontardawe	2,604.85
Ystalyfera	1,641.48

Financial Impact

5. The Council must approve the Council Tax Base by 31st December of the preceding financial year. The gross tax base used by the Welsh Government to distribute Revenue Support Grant to individual Authorities is 49,879.45, this is calculated net of Council Tax premiums. Together with the Council Tax level it determines the quantum of Council Tax proceeds available to fund the Council's Budget and Services. This will be dealt with as part of the Budget Requirement and Council Tax setting reports that will be considered by Council in February 2025.

Integrated Impact Assessment

- 9 There is no requirement for an Integrated Impact Assessment in respect of this item.

Valleys Communities Impacts

10. No implications.

Workforce Impacts

11. No implications.

Legal impact

12. There is a statutory requirement to agree and set the Council Tax Base for the forthcoming financial year prior to 31st December.

Risk management Impact

13. There are no risk management issues arising from this report.

Consultation

14. There is no requirement under the Constitution for external consultation on this item.

Recommendations

15. It is recommended that members approve the 2025/26 net Council Tax Base
 - of 49,703.53 for the whole of the County Borough; and
 - for each Town and Community Council area the amount shown in paragraph 4 of this report.

Reason for Proposed Decisions

16. To determine the Council Tax Base for 2025/26.

Implementation of Decisions

17. The decisions are urgent ones for immediate implementation, subject to the consent of the relevant Scrutiny Chair (and is therefore not subject to the call-in procedure). This will also enable the Council to forward the tax base to the Welsh Government within the required timescales.

Appendices

18. Appendix 1 - Calculation of Council Tax Base

List of Background Papers

19. Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995 (SI 1995/2561)
Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1999 (SI 1999/2935)
Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 2004 (SI 2004/3094) (W268))

Local Authorities (Calculation of Council Tax Base) (Wales)
Regulations 2016 (SI 2016/969) (W238))
Local Government Finance Act 1992
NAW Letter - Council Tax Dwellings Return (CT1) for 2025/26
Council Tax Dwellings (CT1) Return 2025/26

Officer Contact

20. Mr. Huw Jones – Director of Finance
email: h.jones@npt.gov.uk

Mrs. Ann Hinder - Principal Council Tax Officer
(Tel. 01639 763908) - email: a.hinder@npt.gov.uk

	A*	Valuation band									Total (= sum of band figures)
		A	B	C	D	E	F	G	H	I	
All chargeable dwellings		13,167	26,571	11,434	7,218	4,413	1,353	526	104	20	64,806
Dwellings subject to disability reduction (included in line A1)		69	346	168	125	98	32	16	18	6	878
Adjusted chargeable dwellings (taking into account disability reductions)	69	13,444	26,393	11,391	7,191	4,347	1,337	528	92	14	64,806
Dwellings with no discount or premium (including long term empty properties and second homes with no discount or premium)	57	5,021	15,136	7,273	5,055	3,448	1,086	413	66	8	37,563
Dwellings with a 25% discount (excluding long term empty properties and second homes)	11	8,135	10,822	3,919	2,017	834	229	90	14	3	26,074
Dwellings with a 50% discount (excluding long term empty properties and second homes)	1	7	32	21	19	24	13	19	10	2	148
Dwellings with variable discount	0	0	0	0	0	0	0	0	0	0	0
Dwellings with long term empty property or second homes discount		0	0	0	0	0	0	0	0	0	0
Dwellings with long term empty property or second homes premium		281	403	178	100	41	9	6	2	1	1,021
Total adjusted chargeable dwellings	69	13,444	26,393	11,391	7,191	4,347	1,337	528	92	14	64,806
Total variable discounts	0	0	0	0	0	0	0	0	0	0	0
Long term empty property and second homes discount adjustment		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Long term empty property and second homes premiums adjustment		281.0	403.0	178.0	100.0	41.0	9.0	6.0	2.0	1.0	1,021.0
Total dwellings including discounts and premiums	66	11,688	24,075	10,579	6,777	4,168	1,282	502	86	13	
Ratio to band D	5/9	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9	21/9	
Band D equivalents 100%	36.53	7,791.83	18,724.61	9,403.33	6,777.25	5,093.61	1,852.14	836.67	171.00	30.92	50,717.89
Total discounted dwellings excluding long term empty and second homes adjustment	66	11,407	23,672	10,401	6,677	4,127	1,273	496	84	12	
Band D equivalents excluding long term empty and second homes adjustment	36.53	7,604.50	18,411.17	9,245.11	6,677.25	5,043.50	1,839.14	826.67	167.00	28.58	49,879.45
Band D equivalent at 98%											49,703.53



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

CABINET

4TH December 2024

Report of the Director of Finance

Wards affected – All

Matter for Decision

Capital Budget Monitoring Report 2024/25 – As at end of September 2024

Purpose of Report

To provide Members with information in relation to delivery of the 2024/25 Capital Programme.

Background

On 7th March 2024 Council approved its Capital Programme for 2024/25; the report detailed planned Capital Expenditure totalling £81.901m for the financial year.

The purpose of this report is to update Members as to the delivery of this Programme as at 30th September 2024 and to seek approval for a further updated budget position.

Targeted Achievements

As Members are aware the following achievements are being targeted during this financial year:

- Continuation of the capital Universal Free School Meals Kitchen remodelling works.
- Progress with the regeneration programme including re-development of the former Youth Offending building at Harbourside.
- Continued investment in Disabled Facilities Grants.
- Investment in school buildings and ICT.

- City Deal – progression of the Homes as Power Stations and the remainder of the Supporting Innovation and Low Carbon Growth projects.
- Levelling up (LUF) – progression of the projects at Gnoll Country Park, Pontneddfechan and Princess Royal Theatre.
- Shared Prosperity Fund (SPF) – progression of the seven capital schemes as detailed in Appendix 1.

Changes to the approved Budget

The updated Capital Programme now totals £68.834m with the main changes proposed being:

- Grant approvals received of £0.341m, predominantly relating to Social Services projects.
- A budget totalling £1.476m had originally been included in 2024/25 for the City Deal Property Development Fund project. Following a review of the timetable for planned works the updated budget for 2024/25 is now £0.504m with the balance being re-profiled to 2025/26.
- A budget totalling £1.106m had originally been included in 2024/25 for Match Funding for WG & UK Government Funding Streams. £1m has now been re-profiled into 2025/26 and will be used to match fund any future projects that come to fruition during the next financial year.
- In 2024/25 a budget of £7m had been included for Levelling Up Gnoll. £2m has now been re-profiled to 2025/26 due to a delay in approval and mobilisation. Site works have commenced in this quarter.
- A budget totalling £2.181m had originally been included in 2024/25 for the City Deal Homes as Power Stations Project (HAPS). £1.472m has now been re-profiled into future years to reflect the profile of the works required. The HAPS Financial Incentive Fund has been launched and the majority of funding has been allocated.

Further details of the Budget changes are shown at Appendix 3.

A capital programme of c£69m represents a significant positive investment right across the County Borough.

2024/25 Capital Expenditure

Details of capital expenditure as at 30th September 2024 is outlined in Appendix 1 of this report.

Financial Impact

All relevant details are set out in the body of the report.

Valleys Communities Impact

The Capital Programme provides investment in assets across the County Borough.

Workforce Impacts

There are no workforce impacts arising from this report.

Legal Impacts

There are no legal impacts arising from this report.

Risk Management

The capital programme is actively managed by managers and the Capital Programme Steering Group to comply with all relevant planning conditions, legislation, regulations and health and safety.

Consultation

There is no requirement under the Constitution for external consultation on this item.

Recommendations

It is recommended that Cabinet:

- Approves the updated proposed 2024/25 budget totalling £68.834m;

- Notes the position in relation to expenditure as at 30th September 2024.

Reason for Proposed Decision

To comply with the Councils constitution in relation to budget virement, re-profiling between financial years and to update the Council's Budget projections for 2024/25.

Implementation of Decision

The decision is proposed for implementation after the three day call in period.

Appendices

Appendix 1 – Details of Capital Expenditure as at 30th September 2024

Appendix 2 – Analysis of 'Other' budgets as at 30th September 2024

Appendix 3 – Details of Budget Changes as at 30th September 2024

List of Background Papers

Capital Programme working files

Officer Contact

Mr Huw Jones – Director of Finance

e-mail: h.jones@npt.gov.uk

Mr Ross Livingstone – Chief Accountant – Capital, Exchequer and Financial Systems

e-mail: r.livingstone@npt.gov.uk

Capital Budget and Spend 2024/25 as at 30th September 2024

	Current Budget £'000	Revised Budget £'000	Actual @ 30 th September £'000	Comments
Education, Leisure & Lifelong Learning				
Capital Maintenance - ELLL	1,411	1,411	1,331	
Capital Maintenance for Schools Previous Years Grants	924	524	135	
Abbey Primary	452	452	242	
Universal Primary Free School Meals (Kitchen Remodelling Works)	2,508	2,508	479	
Supporting Learners with Additional Needs (Building works/Equipment)	896	896	1	Allocation agreed and spend to continue in Q3.
Childcare Offer Grant – Small Grants, Cwmavon, YGG Blaendulais, Ystalyfera & Project Managment	1,864	1,090	394	
Community Focused Schools (Hubs and Skills Centres at various locations)	3,110	3,110	108	Contractors appointed. Works to commence in early Autumn.
Sustainable Schools Challenge – YGG Rhosafan Replacement School	600	600	259	
Hwb IT for Schools	686	509	0	Goods due to be ordered.
Leisure Investment (including re-roofing works, window works and external fabric repairs)	252	252	152	
Pontardawe Arts Centre Cinema	1,826	1,826	382	On site works progressing.

	Current Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Other – Education & Leisure (see Appendix 2 for further breakdown)	972	1,126	394	
Environment				
Highways and Engineering Maintenance	2,416	2,512	1,103	
Drainage Grants	588	625	283	
Match funding for grants (including flood prevention)	100	100	0	Awaiting a drainage grant offer letter and budget will then be allocated to match fund the scheme.
Additional major engineering works Norton/Bevan Terrace	988	988	181	Both projects on site.
Decarbonisation Strategy (DARE)	213	0	0	
Local Transport Fund – (multiple locations)	1,476	1,476	222	Projects progressing.
Road Safety (multiple locations)	1,124	1,124	264	Projects progressing.
Active Travel	716	716	79	Projects progressing.
Covid Recovery	206	17	0	Various schemes, projects progressing.
Covid Recovery - Catch Up, Clean Up, Green Up Capital Works	2,702	2,576	934	Majority of works expected to be completed in year.
Major Bridge Strengthening - A474 Neath	100	0	0	
Health & Safety	882	782	348	

	Current Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Neighbourhood Improvements	193	193	61	
Pavilions	114	114	47	
Disability Access	134	134	90	
Port Talbot PDR 2 (Network Management Maintenance Works)	600	617	617	
Waste Fleet Relocation Works	5,905	5,905	3,448	
Godre'rgraig Site Clearance and Land Remediation	392	392	27	
Coal Tip Safety	5,631	5,706	2,724	
Vehicle Replacement Programme	1,115	1,115	344	
Environment Street Scene Works	859	733	212	
Sgwd Gwladys Pathway	0	180	0	Works to commence in Autumn.
Regeneration: Match Funding for WG & UK Government Funding Streams	1,106	106	0	Spend dependant on grants received. Grants awarded to be to be reviewed as part of the Q3 budget monitoring process and budget updated if required.
Regeneration: Neath Abbey Visitors Parking	375	375	10	
Regeneration: Crown Buildings	391	69	69	
Regeneration: Place Making 4	750	750	27	
Regeneration: Commercial Property Grant	250	150	58	
Regeneration: Redevelopment of the Former Youth Offending Team	799	774	54	

	Current Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Regeneration: Other (see Appendix 2 for further breakdown)	854	417	129	
City Deal: South Wales Industrial Transition from Carbon Hub (SWITCH) Building at Harbourside	50	373	191	
City Deal: Advanced manufacturing production facility at Harbourside	200	10	0	On going site discussions.
City Deal: Low Emission Vehicles (LEV)	311	50	10	
City Deal: Air Quality Monitoring	264	264	28	
City Deal: Hydrogen Stimulus	509	162	0	Payment to University of South Wales to be made in October.
City Deal: Property Development Fund	1,476	504	4	Waiting to receive grant claims from external businesses.
City Deal: Homes as Power Stations	2,181	709	96	
Levelling Up: Gnoll Country Park	7,000	5,000	302	Site works commenced in August.
Levelling Up: Pontneddfechan	500	400	164	
Levelling Up: Port Talbot Centre Regeneration	500	500	329	
Shared Prosperity Fund: Valley Industrial Units	3,456	3,456	294	Contractor appointed.
Shared Prosperity Fund: NPT Heritage, Culture & Tourism Fund	1,216	1,226	239	Schemes due to complete December 2024/February 2025.
Shared Prosperity Fund: Sustainable Communities Growth Fund	300	90	0	2 capital projects approved.

	Current Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Shared Prosperity Fund: Open Call (Research Development & Innovation)	136	136	0	Claims were received in September; verification checks are currently ongoing and payments are expected in October.
Shared Prosperity Fund: Valleys & Villages	1,557	1,449	312	12 capital projects approved, schemes due to complete December 2024/February 2025.
Shared Prosperity Fund: Supporting Local Business	1,720	1,720	720	
Shared Prosperity Fund: Local Business Priority Fund	1,000	1,000	0	Offers have been made/due to be made on 20 projects. 1st claim to be paid out on 1st October and 4 other claims have been received and currently being processed.
Shared Prosperity Fund: Community Facilities Improvement Fund (CFIF)	500	697	17	38 projects now approved and projects due to complete by December.
Other – Environment (see Appendix 2 for further breakdown)	1,115	1,139	374	
Social Services Health & Housing				
Capital Maintenance	215	215	44	
NPT Rent Rescue Maintenance	181	181	40	
Homecare Electric Vehicles	55	55	55	

	Current Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Enable – Support for Independent Living	281	281	54	
Disabled Facilities Grants	2,987	3,047	1,402	
Other – Social Service & Housing	242	442	132	
Other Services				
School IT/ Vehicle Financing	790	790	695	
Software License	760	760	755	
Civic Accommodation Modernisation	219	100	0	Accommodation Strategy being finalised.
Income Generation Proposals	250	0	0	
Other - Corporate Services	28	28	0	Goods due to be ordered.
Contingency	1,500	1,100	0	
Total	77,979	68,834	21,465	

Analysis of 'Other' Budgets as at 30th September 2024

	Original Budget £'000	Revised Budget £'000	Actual @ 30 th September £'000	Comments
Other Education, Leisure & Lifelong Learning				
Margam Castle Stonework Repairs	106	106	92	
Margam Park Insurance Works	29	29	0	New project works to commence soon.
Margam Orangery Hot Water Boiler Plant Works	35	35	0	New project works to commence soon.
Margam Park Fire Protection Works	180	180	0	New project works to commence soon.
Margam Park Improvement Works	55	55	0	Works ongoing.
Racetrack at Cwrt Herbert	266	265	0	Site works commencing soon.
Tennis Court - Port Talbot Memorial Park	82	82	82	
Tennis Court - Parc Y Llyn Cwmavon	86	86	86	
Aberavon Leisure Centre Equipment	81	81	81	
Dyfed Road Site Clearance	0	0	36	

	Original Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Welsh Medium YGG Trebannws	0	0	4	
Direct Food Support Fund	52	97	0	Works ongoing.
Gnoll Park Bottom Pond Dam Works	0	40	0	Orders raised.
Library Headquarters New Boiler	0	70	13	
Total	972	1,126	394	

	Original Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Other Regeneration				
6 Station Road Renovation Works	167	0	0	
Byass Works Site Investigation Works	7	7	0	Spend linked to innovation district master plan.
Aberavon Aquasplash Upgrade Phase 3	51	51	32	
Public Realm Works Neath Town Centre	169	50	5	
Soar Maes Yr Haf Congregation Chapel - Phase 1 - Acquisition	91	91	4	
Employment & Business Start Up Space - Units at Sandfields Business Centre	183	32	0	Project at design stage.
The Cross Pontardawe - Repair Works	25	25	0	Repair works to commence shortly.
Mardon Park IT Infrastructure Works	90	90	88	
Heritage Works	71	71	0	Various projects at different stages of development.
Total	854	417	129	

	Original Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Other Environment				
Ystalyfera Landslip	0	0	17	
Resilient Roads Fund Castle Drive Cimla	17	7	0	Project complete, final invoices due to be paid.
Electric Vehicle Charging Facility	33	33	0	Project complete, final invoices due to be paid.
Margam Country Park EV Charging and Public Facilities	0	0	17	
49 Manor Way Retaining Wall	0	40	0	Project at design stage.
Additional Highway Improvements Water Street	4	4	10	
Additional Highway Works	83	83	0	Works ongoing.
Maintenance - Structures and Council Owned Tips	112	62	1	Works ongoing, spend to continue in October.
Safe Routes in Communities	50	50	3	
Cymmer Viaduct	15	15	0	Works at planning stage.
Passenger Transport Vehicles	145	145	145	
Margam Cemetery interim works	0	30	1	Works ongoing.

	Original Budget £'000	Revised Budget £'000	Actual @ 30th September £'000	Comments
Milland Road Footbridge	100	0	0	
Sports Wales – Lighting Programme	121	135	134	
Giants Grave Site Cabin Works	28	28	0	Works due to commence.
Cwmavon Landslip	150	150	0	Discussion on going around site access.
Neath Transport Hub	0	0	3	
The Technology Centre	0	0	2	
Neath Civic Centre Hot Water & Heating Failure	0	100	17	
Plaza Cinema	0	0	2	
Milland Road Car Park Retaining Wall	75	75	2	Works complete, awaiting final invoice.
Waste Strategy - Digital in Cab Data System/Feasibility Works	182	182	20	
Total	1,115	1,139	374	

Capital Budget Changes to 30th September 2024

Budget Changes	£'000	Comment
Approved Budget 30th June 2024	77,979	
Budget Changes		
Education, Leisure & Lifelong Learning		
Capital Maintenance for Schools Previous Years Grants	-400	Re-profiled to 2025/26 to reflect planned spend.
Childcare Offer Grant – Small Grants, Cwmavon, YGG Blaendulais, Ystalyfera & Project Management	-774	Re-profiled to 2025/26 to reflect planned spend.
Hwb IT for Schools	-177	Re-profiled to 2025/26 to reflect planned spend.
Other – Education & Leisure Direct Food Support Fund	44	New grant awarded.
Other – Education & Leisure Gnoll Park Bottom Pond Dam works	40	New scheme funded from contingency as below.
Contingency Gnoll Park Bottom Pond Dam works	-40	To fund Gnoll Park Bottom Pond Dam works as above.
Other – Education & Leisure Library Headquarters New Boiler	70	New scheme funded from contingency as below.
Contingency Library Headquarters Boiler Works	-70	To fund a new boiler at Library Headquarters as above.
Environment		
Highways and Engineering Maintenance Waunceirch School - removal of the laybys	-41	Re-profiled to 2025/26 to reflect planned spend.

Budget Changes	£'000	Comment
Highways and Engineering Maintenance Dulais River Bridge - Structure No 700	-38	Re-profiled to 2025/26 to reflect planned spend.
Highways and Engineering Maintenance Fabian Way Outfall/Elba Crescent - West	165	New project funded from commuted sums monies.
Highways and Engineering Maintenance Fabian Way Drainage Design Progression	10	New project funded from commuted sums monies.
Drainage Grants Caenant Terrace	37	New grant awarded.
Decarbonisation Strategy (DARE)	-213	Re-profiled to 2025/26 to reflect planned spend.
Covid Recovery Seafront Car Parks Barriers	-10	Realignment of revenue and capital budgets.
Covid Recovery Neath Civic Rooftop Nature Reserve	-135	Realignment of revenue and capital budgets.
Covid Recovery Living Walls	-25	Realignment of revenue and capital budgets.
Covid Recovery Cimla Common	-19	Budget realigned see below.
Covid Recovery - Catch Up, Clean Up, Green Up Capital Works Surfacing in Valleys areas 24-25	19	Budget realigned see above.
Covid Recovery - Catch Up, Clean Up, Green Up Capital Works Traffic orders	-45	Re-profiled to 2025/26 to reflect planned spend.
Covid Recovery - Catch Up, Clean Up, Green Up Capital Works Improvements to Public Toilets	-100	Re-profiled to 2025/26 to reflect planned spend.
Major Bridge Strengthening - A474 Neath	-100	Re-profiled to 2025/26 to reflect planned spend.
Health & Safety	-100	Re-profiled to 2025/26 to reflect planned spend.

Budget Changes	£'000	Comment
Port Talbot PDR 2 (Network Management Maintenance Works)	17	Increase in budget to reflect project costs.
Coal Tip Safety	75	Additional grant awarded.
Sgwd Gwladys Pathway	180	New scheme funded from contingency as below.
Contingency Sgwd Gwladys Pathway	-180	To fund Sgwd Gwladys Pathway works as above.
Environment Street Scene Works	-126	Re-profiled to 2025/26 to reflect planned spend.
Regeneration: Match Funding for WG & UK Government Funding Streams	-1,000	Re-profiled to 2025/26 to reflect planned spend.
Regeneration: Crown Buildings	-322	Re-profiled to 2025/26 to reflect planned spend.
Regeneration: Commercial Property Grant	-100	Re-profiled to 2025/26 to reflect planned spend.
Regeneration: Redevelopment of the Former Youth Offending Team	-25	Re-profiled to 2025/26 to reflect planned spend.
Regeneration: Other 6 Station Road Renovation Works	-167	Project complete.
Regeneration: Other Public Realm Works Neath Town Centre	-119	Re-profiled to 2025/26 to reflect planned spend.
Regeneration: Other Employment & Business Start Up Space - Units at Sandfields Business Centre	-151	Re-profiled to 2025/26 to reflect planned spend.
City Deal: South Wales Industrial Transition from Carbon Hub (SWITCH) Building at Harbourside	323	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
City Deal: Advanced manufacturing production facility at Harbourside	-190	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.

Budget Changes	£'000	Comment
City Deal: Low Emission Vehicles (LEV)	-261	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
City Deal: Hydrogen Stimulus	-347	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
City Deal: Property Development Fund	-972	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
City Deal: Homes as Power Stations	-1,472	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
Levelling Up: Gnoll Country Park	-2,000	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
Levelling Up: Pontneddfechan	-100	Re-profiled to 2025/26 to reflect planned spend– no loss of funding.
Shared Prosperity Fund: NPT Heritage, Culture & Tourism Fund	10	Realignment of revenue and capital budgets.
Shared Prosperity Fund: Sustainable Communities Growth Fund	-210	Realignment of revenue and capital budgets.
Shared Prosperity Fund: Valleys & Villages	-108	Realignment of revenue and capital budgets.
Shared Prosperity Fund: Community Facilities Improvement Fund (CFIF)	197	Realignment of revenue and capital budgets.
Other – Environment Resilient Roads Fund Castle Drive Cimla	-10	Re-profiled to 2025/26 to reflect planned spend.
Other – Environment 49 Manor Way Retaining Wall	40	New scheme funded from contingency as below, part of the budget has been Re-profiled to 2025/26 to reflect planned spend.
Contingency 49 Manor Way Retaining Wall	-80	To fund 49 Manor Way Retaining Wall works as above.

Budget Changes	£'000	Comment
Other – Environment Maintenance - Structures and Council Owned Tips	-50	Re-profiled to 2025/26 to reflect planned spend.
Other – Environment Margam Cemetery interim works	30	New scheme funded from contingency as below.
Contingency Margam Cemetery interim works	-30	To fund Margam Cemetery interim works as above.
Other – Environment Milland Road Footbridge	-100	Re-profiled to 2025/26 to reflect planned spend.
Other – Environment Sports Wales – Lighting Programme	14	Increase in budget to reflect project costs.
Other – Environment Neath Civic Centre Hot Water & Heating Failure	100	New project.
Social Services Health & Housing		
Disabled Facilities Grants	60	New grant awarded.
Other – Social Service & Housing Hillside Sports Hall	200	New grant awarded.
Other Services		
Civic Accommodation Modernisation	-119	Re-profiled to 2025/26 to reflect planned spend.
Income Generation Proposals	-250	Re-profiled to 2025/26 to reflect planned spend.
Updated Budget as at 30th September 2024	68,834	



CABINET

4th December 2024

REPORT OF THE DIRECTOR OF FINANCE

Wards affected – All

Matter for Monitoring

Revenue Budget Monitoring Report 2024/25 – As at the end of September 2024

Purpose of Report

To provide Members with information in relation to the Council's projected revenue budget position and savings as agreed for 2024/25.

Background

This report sets out the Council's projected end of year budget position based on information available as at 30th September 2024.

Budget Management Responsibility

Under the Council's Constitution and Financial Procedure Rules Corporate Directors are responsible for managing their Budgets within the overall cash limit approved by Council.

A Corporate Director may exercise virements on budgets under his or her control for any amount on any one budget head during the year, following notification to the Director of Finance provided that:

- a) overall expenditure and income is contained within the cash limit
- (b) except where virement would involve a significant variation in the level or nature of the delivery of the service approved by Council in the Revenue Budget.

Summary

The Council's net revenue budget for 2024/25 is £376.599m (£360.973m in 2023/24). When the budget was set a number of service savings and efficiencies were required totalling £8.828m. The current position on these savings are attached in appendix 1, with a red, amber, green (RAG) rating to show their current status.

The overall budget position as at September 24 is a £2.684m overspend. As the financial year progresses, services will need to continually review expenditure and income in their areas to mitigate the impact of the overall budget overspend.

<u>Summary 2024/25</u>	Original Budget	Revised Budget	Projected Outturn	Reserves	Variance ~ Under / (Over)
	£'000	£'000	£'000	£'000	£'000
Delegated Schools Budget	106,458	106,458	114,088	-7,630	0
Education, Leisure and Lifelong Learning	33,125	33,156	34,207	-12	-1,039
Social Services, Housing & Community Safety	113,699	113,699	114,185		-486
Environment	46,515	46,312	46,790	579	-1,057
Strategy and Corporate Services	21,366	21,438	21,825	-70	-317
Directly Controlled Expenditure	321,163	321,063	331,095	-7,133	-2,899
Levies and contributions	10,859	10,859	10,844		15
Capital financing	19,603	19,703	19,703		0
Pay contingency	3,815	3,815	3,815		0
Contingency	375	375	375		0
Council Tax Reduction Scheme (CTRS)	20,784	20,784	20,584		200
(Overspend) / Underspend	376,599	376,599	386,416	-7,133	-2,684

At present it is difficult to fully quantify the effect of the pay settlement for 2024/25. The current projections reflect 4% included in the budget, with 2.5% allocated to Directorates and 1.5% included in a pay contingency budget. Following confirmation of the 2024 pay agreement, a virement will be actioned to move this budget to the individual service directorates.

The vacancy management target for the Council in 2024/25 is £5.259m. It is predicted that this target will be achieved by the end of the financial year.

In order to try to address the overspend position Officers will look to implement additional cost saving and income generation measures in year. These measures will only be where they can be delivered within existing policy frameworks.

Significant service variances of £100k or more are detailed below.

Education Leisure and Lifelong Learning (ELLL)

Based on costs incurred to date the ELLL directorate is projected to overspend by £1.039m. The main variances are as follows:

Out of County Placements £129k overspend

This overspend relates to an increase in the number of out of county placements (OOC), it is also important to note that £200k has already been drawn from ELLL reserves in year to help alleviate this budget pressure.

There have been 12 new OOC placements since the budget was set, 2 of which have now been brought back in-house to NPT schools. Five of the new placements are due to parental preference where pupils are living on the border of a neighbouring authority with placements agreed in the best interests of the child and family. Four are looked after children who are residing in other areas due to care/ residential placements. The remaining placements are due to a lack of specialist provision in NPT.

Home to school transport £659k overspend

The net budget for this financial year is £9.3m. This included an MTFP saving target of £350k which was to be achieved by a retendering exercise in the summer. £4.5m worth of routes were retendered but unfortunately the exercise did not return the desired savings and has instead resulted in an overall increase in the cost of these routes to the value of £260k for the period September 2024 to March 2025.

Work is ongoing to review the work undertaken to date and agree the next steps and strategies needed to attain and re-profile the essential savings required.

Other Country Parks £135k Overspend

Gnoll Park £98k overspend – relates to the loss of car park income expected, due to the Levelling Up Fund capital works which commenced in August 2024. Parts of the car park will be closed to the public and we are also expecting a fall in visitor numbers while the work is completed.

Gnoll Park Café - £32k relates to loss of income due to the main café closing in August 2024 for 12 months due to refurbishment works as part of the Levelling Up project.

Education Leisure and Lifelong Learning (ELLL)-School Budgets

The delegated school budget for 2024/25 is £106m. The opening balance for School Reserves in April 2024 is a £179k deficit. This deficit is predicted to increase by £7.6m by the end of the financial year.

Work is ongoing between the LA and those schools who have submitted deficit budgets to set individual school recovery plans. The Director of Finance will also be requesting quarterly updates to monitor the overall reserve position.

Risks

Teacher Pensions – The employers rate for teacher pension contributions increased by 5% from the 1st April 2024. The estimated cost to the LA of this increase is circa £3m. School budgets have been set on the assumption that this extra cost will be fully funded.

Teachers Pay – circa £2m in relation to the 1.5% teachers' pay uplift in Sept 2022 and 2023 has not been received in our budget settlement from WG and therefore has not been built into the delegated schools budget guideline for 2024/25.

The year-end projection assumes the £982k vacancy management target for ELLL will be achieved. £616k of savings have already been identified to date with £366k remaining to be identified throughout this financial year.

Home to School Transport – Difficult market conditions and lack of competition. External consultants have been appointed with the aim of delivering £1.24m recurring cash savings over a 3 year period starting in November 2023.

Social Services, Housing & Community Safety (SSHCS)

Based on costs incurred to date the SSHCS directorate is projected to overspend by £486k.

Significant service variances of £100k or more are detailed below.

Children's Social Work £212k overspend

Expenditure relating to external support for Children open to the Childcare Disability Team has increased over the past few months. Provisions have been put in place to support families at home to help avoid breakdowns.

Children's Residential Care £914k overspend

Whilst the number of young people in a Residential provision has reduced from April 2024 there are still a number of high cost placements where additional staffing resource has been agreed in order to stabilise the placement. Previous projections assumed a number of placements would revert back to the original rate or that the young person would step down to supported accommodation, however upon review these arrangements are likely to be more longer term.

Two potential Foster Plus Carers are currently being assessed which would ease the pressure on this budget.

Supported Accommodation £242k overspend

There has been an increase in the use of supported accommodation. During 2023/24 the service commissioned a 3-bed scheme and two young people have since stepped down from residential setting to this new provision.

Internal Fostering Service £837k underspend

The number of in-house foster placements is lower than budgeted. There has also been a reduction in the number of Special Guardianship Order (SGO) allowances.

Other Community Care £125k overspend

The overspend relates to staffing costs, the posts were previously funded by a Welsh Government grant (Eliminating Profit from the Care of Looked After Children). The Service is currently awaiting further information in regards to this funding stream.

Elderly Residential Care £201k overspend

There has been an increase in the number of placements from the previous month. Sale of assets income is currently projected to be on budget however invoices raised to date is lower than expected. This will be monitored closely over the coming months.

Elderly Domiciliary Care £503k overspend

An overspend of £763k in the external market due to additional hours commissioned, on average 9,899 hours per week compared with 9,139 in the budget. Also included is a reduction in income of £123k based on client contributions to date. This is partially offset by vacant posts within in-house homecare (£383k).

Community Resource Team £125k overspend

There are currently a number of vacancies within the reablement team, the projection assumes that most of these posts will be filled during the year.

Trem y Mor £466k overspend

Staffing costs are projected to overspend by £194k, this includes £146k vacancy factor, which is believed to be unachievable due to the staffing levels required. Health income is projected to be lower than budgeted due to an unexpected move-on (£240k).

Learning Disabilities External Placements £883k underspend

A number of budgeted placements have not commenced. Approximate start dates are included within the projection.

Mental Health £426k underspend

A number of budgeted placements have not commenced. Approximate start dates are included within the projection.

Risks

The SSHH budget is currently being underpinned by the use of £8.8m of earmarked reserves, which includes funding from the transformation reserve.

It is not sustainable to continue to fund these costs from reserves on a permanent basis. A number of cost saving initiatives have been identified via the transformation agenda and are currently in the early stages of development.

Environment (ENV)

Based on costs incurred to date the ENV directorate is projected to overspend by £1.057m after reserve movements. The main variances included in this overspend are:

Vacancy Management

The Directorates vacancy management target is £981k. Based on the existing vacancies it has been projected that £821k of this target will be achieved by the end of the year, leaving a shortfall of £160k.

Highways Maintenance £120k overspend

We are currently using more materials due to the provision of the Pot Hole Pro machine under the 'cleaning & greening' capital, and there is a significant increase in the number of pot holes. Problems are compounded by the fact no inflationary increase was allowed this year for supplies and services which includes all tarmac, concrete and other material purchases.

Public lighting £150K overspend

This is partly due to no inflation awarded for 2024/2025 for energy. The energy budget was also reduced by £220k as part of the Directorates savings that we put forward for dimming of street lights, as prices have not decreased as anticipated it is unlikely that the full saving will be achieved. The estimated overspend will be monitored closely and revised as the monthly bills are received.

Cabinet have agreed a pilot for part night lighting to take place in November which may open the way for further potential energy savings.

Car Parking £128k overspend

This is due to car parking income being less than budgeted partially offset by a one off NNDR rebate of £110K.

Building Maintenance £375k overspend

The budget is more committed this year compared to last summer and it is difficult to accurately forecast the demand over the winter period so it is possible that this overspend could increase to as much as £500K by the end of the financial year. The overspend is a combination of schools and non-schools but as a guide the 2023/24 overspend of £234K consisted of £192K schools and £42K non schools.

Risks

This report is about the current 2024/25 financial year, however, the Directorate Management Team are concerned to highlight a future significant financial pressure facing the Directorate in 2025/26.

The pressure will predominately impact on the whole of Streetcare with other services having similar issues as and when vehicles are required

to be replaced but with a far smaller financial impact. A large number of vehicles in the fleet have now passed their renewal date and are needing to be replaced. However, as an insight the cabinet report of 23rd October highlights potential impacts on the replacement of 21 recycling vehicles. The options in the report are either to purchase and replace with diesel vehicles, or to retender to replace with electric. If the latter option is selected the new tender prices for the electric vehicles could increase but the hope is due to continued competition this will be avoided. Based on the information currently known, as an indication the financial impacts on the 21 vehicle replacement consist of the following:-

One off capital costs of £366k to £899k (£366k Diesel replacement, £899k Electric)

Annual revenue pressures of slightly in excess of £500K for either option.

Strategy and Corporate Services & Finance (CORP)

Based on costs incurred to date the CORP directorate is projected to overspend by £317K.

Legal Services £142k overspend

This is mainly due to an unachieved vacancy target, along with a reduction in fee income.

Central Budgets

Based on costs incurred to date the central budgets are projected to underspend by £215k

Council tax reduction scheme £200k underspend

This budget is projected to underspend by £200k with 15,392 people currently receiving a reduction to their council tax in year.

Virements

Following confirmation of the 2024 pay agreement, a virement will be actioned to move the pay contingency budget to the individual service directorates.

No other virements have been requested during quarter 2.

Council Reserves

Under the Council's constitution the use of existing reserves by Corporate Directors requires consultation with the Director of Finance.

The current position in relation to reserve balances as at 1st April 2024 and commitments agreed to date is detailed in Appendix 2 of this report.

Please see below proposed reserve movements in Quarter 2

Value	Directorate	Service	Reason
£12,000	ELLL	Youth Service	Grant income for homeless project
(£24,000)	ELLL	EDIS	To fund temporary post
(£60,000)	ENV	Asset & Energy Management	To fund Net Zero step 2 and step 3 action plan
(£132,739)	ENV	Civic Buildings	To fund LED lighting at Civic buildings
£243,000	ENV	Covid Recovery	Covid funding no longer required in 24/25
£115,381	ENV	Trading Standards	Reserve funding no longer required
£60,000	ENV	Transport Support	Reserve funding no longer required
£290,000	ENV	Biodiversity	To allow extension of temporary contracts
£63,637	ENV	Swansea Bay City Region/European unit	To provide a transition/bridging fund to ensure continuity of the Strategic Funding Programme Office programme team
(£44,000)	CORP	Human Resources-Training	This is to fund a new digital based learning system
(£26,000)	CORP	Departmental Management	This is to fund recruitment costs

Integrated Impact Assessment

There is no requirement to undertake an integrated impact assessment as this report summarises the Council's financial position

Valleys Communities Impacts

No Impact

Workforce Impacts

No Impact

Legal Impact

No Impact

Risk Management Impact

Due to the cost of living crisis, rising energy prices, inflation and post Covid recovery, there is risk within the current budget projections which could result in significant variances.

Officers will monitor this situation and update Cabinet in subsequent budget monitoring reports.

Consultation

This item is not subject to external consultation

Recommendations

It is recommended that Cabinet:

- **Note** the contents of this report in relation to the current projected budget outturn and reserves position
- **Note** the progress against the agreed savings
- **Note** that Officers will look to implement additional cost saving and income generation measures in year in order to reduce the current overspend position. These measures will only be where they can be delivered within existing policy frameworks.

Appendices

Appendix 1 – Agreed savings RAG rating

Appendix 2 – Reserve Schedule

Officer Contact

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Appendix 1 – Agreed Savings RAG rating

2024/25 Budget – Savings monitoring RAG Analysis

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
<u>Schools</u>					
SCH1	Noelwyn Daniel	Procurement and routine spend - Schools	250,000	Green	
	Total (Schools)		250,000		
<u>Education, Leisure and Lifelong Learning (ELL)</u>					
ELL1	Chris Saunders	Margam Country Park	100,000	Amber	In progress
ELL2	Chris Saunders	Pontardawe Arts Centre	40,000	Amber	Budgets to be revised to reflect building works
ELL3	Chris Saunders	Princess Royal Theatre	58,000	Amber	Budgets to be revised to reflect building works
ELL4	Chris Saunders	Indoor leisure	460,000	Green	
ELL5	Chris Saunders	Aberafan Seafront	25,000	Green	
ELL6	Chris Saunders	Library Service	20,000	Green	
ELL7	Rhiannon Crowhurst	Home to school transport	350,000	Red	In progress, EGDE review. To date anticipated savings have not been delivered.
ELL8	Rhiannon Crowhurst	School Meals	70,000	Green	
ELL9	Rhiannon Crowhurst	Primary school cleaning	84,000	Green	

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
ELLL10	Hayley Lervy	Out of County Placements	200,000	Amber	Additional placements made since budget was set has created new pressure
ELLL11	Chris Millis	Parent, Pupil & Governor Support	17,000	Green	
ELLL12	Chris Millis	Education Development Service	20,000	Green	
ELLL13	Rhiannon Crowhurst	Youth Service	10,000	Green	
	Total (ELLL)		1,454,000		
Environment (ENV)					
ENV1	Simon Brennan	Accommodation review - phase 2	96,000	Amber	In progress
ENV3	Simon Brennan	Grant maximisation	350,000	Amber	In progress
ENV4	Simon Brennan	Former Metal Box building	185,000	Green	
ENV5	Simon Brennan	City Deal Programme Management - additional income	142,000	Green	
ENV6	Simon Brennan	Reduce cleaning posts	24,000	Amber	In progress
ENV8	Mike Roberts	Street lighting – Energy Costs	220,000	Green	
ENV9	Mike Roberts	Increase recycle Income	400,000	Green	
ENV10	Mike Roberts	Energy savings at the MREC	50,000	Green	
ENV11	Mike Roberts	Reduce the level of breakages evident in the recycling boxes/bags	25,000	Amber	New control measures in place
ENV13	Mike Roberts	Termination of License Agreement on the upper section of the Neath Canal	100,000	Green	
ENV14	Mike Roberts	Full Cost Recovery for schools grounds maintenance	50,000	Green	
ENV15	Dave Griffiths	Learner Travel Wales Measure	7,000	Green	

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
ENV16	Dave Griffiths	New range of charges for Sustainable Drainage (SAB) pre-application advice	9,000	Amber	In progress
ENV18	Dave Griffiths	SLAs with SWTRA and Tai Tarian	5,000	Amber	In progress
ENV19	Dave Griffiths	Income maximisation from capital programme	20,000	Amber	In progress
ENV20	Ceri Morris	Increase income above 7.5% threshold on pest control service (£7k), Japanese Knotweed management service (£4k)	11,000	Green	
ENV21	Ceri Morris	Increase the number of grant applications to WG to secure funding for air quality monitoring	5,000	Green	
ENV22	Ceri Morris	General cuts to a variety of budgets	11,000	Green	
ENV23	Ceri Morris	Increase in fees and charges above the 7.5% threshold.	2,000	Green	
ENV24	Ceri Morris	Reduction in use of consultants	9,000	Green	
ENV25	Ceri Morris	Reduction in Rights of Way Maintenance budget	5,000	Green	
ENV26	Ceri Morris	Reduction in project work	5,000	Green	
ENV27	Ceri Morris	Increase in non-statutory pre-application fees above the 7.5% threshold	4,000	Green	
ENV28	Ceri Morris	Increase in the number of Planning Performance Agreements secured (PPAs)	1,000	Green	

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
ENV29	Ceri Morris	Reduction in spend on professional fees, general clothing, electrical testing, stationery etc.	5,000	Green	
	Total (ENV)		1,741,000		
Social Services, Health and Housing					
SSHH2	Angela Thomas	Transport Reconfiguration	75,000	Green	
SSHH3	Angela Thomas	Full review of placements	500,000	Green	
SSHH4	Angela Thomas	Additional Grant Funding	168,000	Green	
SSHH5	Angela Thomas	Staff Restructure	200,000	Green	
SSHH6	Angela Thomas	Grant Funding - Carers Officer	15,000	Green	
SSHH7	Angela Thomas	Night Support Workers - Remove Sleep-in in high cost scheme and a cluster of schemes	350,000	Green	The scheme has not yet started however other savings within LD have been identified
SSHH8	Angela Thomas	Full review of direct payments	100,000	Green	
SSHH9	Keri Warren	Reduction in residential placements	221,000	Red	Number of residential placements have decreased, however average cost of a placement has increased.
SSHH10	Keri Warren	Hillside Recharge	92,000	Green	
SSHH11	Keri Warren	Reduction in LAC Taxi Routes	100,000	Green	
SSHH12	Keri Warren	Grant income UASC scheme	117,000	Green	
SSHH13	Keri Warren	Reduction in non-Looked after children (LAC) Allowances	50,000	Green	
SSHH14	Andrew Jarrett	Staff restructuring	75,000	Green	
	Total SSH&H		2,063,000		
Strategy and Corporate Services (S&CS)					

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
SCS4	Sheenagh Rees	Explore potential to provide services under an SLA to support regeneration projects	25,000	Green	
SCS5	Sheenagh Rees	Review Staffing structure	123,000	Amber	In progress
SCS6	Craig Griffiths	Undertake a review of legal services resources to ensure consolidation of spend and most efficient use.	5,000	Green	
SCS7	Craig Griffiths	Implement development of a charging structure for Environmental Information Regulations searches	5,000	Green	
SCS8	Craig Griffiths	Development of a Celebrant Service within the Registrar Office (RO)	5,000	Green	
SCS9	Craig Griffiths	Review of fees and charging in Register Office	5,000	Green	
SCS10	Craig Griffiths	Introduction of new fees for licensed premises	20,000	Green	
SCS11	Craig Griffiths	Increase in work capable of being recharged i.e. SWTRA, Margam Crematorium, Town and Community Councils, Tai Tarian and other parties	7,000	Green	
SCS12	Craig Griffiths	Increasing Surcharges in Mailroom and making efficiencies in performance	3,000	Green	

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
SCS13	Craig Griffiths	Deletion of Modern Apprentice in Legal Business Support	28,000	Green	
SCS14	Craig Griffiths	Increase income target in Commercial and Governance	2,000	Green	
SCS15	Craig Griffiths	Increase income target in Register Office -	6,000	Green	
SCS16	Craig Griffiths	Reallocation of Corporate Joint Committee Funding	35,000	Green	
SCS17	Chris Owen	Reviewing specific contracts including mobile telephony	20,000	Amber	In progress, saving to be fully achieved in 25/26
SCS18	Chris Owen	Review of Service Level Agreements	20,000	Green	
SCS19	Chris Owen	As part of moving CCTV back to 24/7 operation, explore income generation options	15,000	Green	
SCS20	Chris Owen	Modernisation of technical infrastructure – power consumption cost reductions	29,000	Red	Work completed, digital services will not achieve saving as energy budget sits in Environment Directorate. Energy budget is insufficient.
SCS21	Chris Owen	Remove current vacancies from structure	119,000	Green	
	Total S&CS		472,000		
<u>Finance</u>					
SCS1	Huw Jones	Permanent closure to the public of cash desks at Neath and Port Talbot Civic Centres.	52,000	Green	

Reference	Responsible Officer	Saving Strategy	2024/25 Saving	Deliverability Status RAG	Comment/Consequence
SCS2	Huw Jones	Contract savings from renewal of banking contract on revised terms	4,000	Green	
SCS3	Huw Jones	Contract saving from re-tendered insurance contracts	82,000	Green	
	Total Finance		138,000		
<u>Other / Council wide savings</u>					
CORP1	Huw Jones	Reduce energy contingency budget	2,650,000	Green	
CORP3	Karen Jones	Rebate on CJC levy	60,000	Green	
	Total Other		2,710,000		
	Total Savings		8,828,000		

Appendix 2 – Reserve Schedule

Description	Reserve Balance at 1 st April 2024	Original budget 2024/25	Movements to 30 th September 2024	Closing reserves 31 st March 2025
	£	£	£	£
Education, Leisure and Lifelong Learning				
<u>Delegated Schools Reserves</u>				
Primary Schools	616,994	4,219,080	0	4,836,074
Secondary Schools	Cr982,431	1,075,730	0	93,299
Special Schools	Cr890,875	719,745	0	Cr171,130
Middle School	1,435,465	1,615,086	0	3,050,551
Repair & Maintenance	Cr161,160	0	0	Cr161,160
Total Schools	17,992	7,629,641	0	7,647,633
<u>Education, Leisure and Lifelong Learning Other</u>				
Additional learning needs reserve	Cr1,102,000	165,000	0	Cr937,000
Equalisation Account-Education	Cr2,034,595	379,905	212,000	Cr1,442,690
Home to School Transport	Cr253,000	253,000	0	0
Total Education Other	Cr3,389,595	797,905	212,000	Cr2,379,690
Total Education Leisure & Lifelong Learning	Cr3,371,603	8,427,546	212,000	5,267,943
<u>Social Services, Health and Housing</u>				
Homecare ECM Equipment reserve	Cr90,000	90,000	0	0
Community Care Transformation Reserve	Cr1,049,917	1,014,735	0	Cr35,182

Description	Reserve Balance at 1 st April 2024	Original budget 2024/25	Movements to 30 th September 2024	Closing reserves 31 st March 2025
SSHH IT Renewals Fund	Cr1,900,000	1,200,000	0	Cr700,000
Social Services Equalisation	Cr1,270,240	1,270,240	0	0
Community Resilience Fund	Cr1,750,000	1,750,000	0	0
Housing Warranties Reserve	Cr220,000	0	0	Cr220,000
Hillside General Reserve	Cr575,021	0	0	Cr575,021
Ring fenced homecare funding	Cr71,300	0	55,151	Cr16,149
Youth Offending Team Reserve	Cr167,897	0	0	Cr167,897
Adoption Service	Cr380,000	380,000	0	0
Total Social Services, Health and Housing	Cr7,474,375	5,704,975	55,151	Cr1,714,249
<u>Environment</u>				
Transport Reserve	Cr540,173	60,000	Cr60,000	Cr540,173
Asset Recovery Incentive Scheme	Cr87,893	0	0	Cr87,893
Swansea Bay City Deal	Cr264,500	0	0	Cr264,500
Local Development Plan	Cr355,337	76,787	0	Cr278,550
Parking improvement	Cr63,850	30,500	0	Cr33,350
Waste Reserve	Cr2,689,109	2,170,506	0	Cr518,603
Winter Maintenance Reserve	Cr668,429	0	0	Cr668,429
Neath Market	Cr253,106	0	0	Cr253,106
Baglan Bay Innovation centre - dilapidation reserve	Cr77,517	0	0	Cr77,517
Renewable Energy Reserve	Cr24,162	0	0	Cr24,162

Description	Reserve Balance at 1 st April 2024	Original budget 2024/25	Movements to 30 th September 2024	Closing reserves 31 st March 2025
Environmental Health - Housing Equalisation	Cr36,699	0	0	Cr36,699
Environment Equalization Reserve	Cr1,852,910	390,095	Cr511,669	Cr1,974,484
Pantteg Landslip Reserve	Cr434,961	0	0	Cr434,961
<u>Trading Account</u>				
Operating Account -Equalisation	Cr36,043	0	0	Cr36,043
Vehicle Tracking	Cr121,186	0	0	Cr121,186
Vehicle Renewals	Cr4,605,873	Cr1,303,924	0	Cr5,909,797
Total Environment	Cr12,111,748	1,423,964	Cr571,669	Cr11,259,453
<u>Strategy and Corporate Services</u>				
Elections Equalisation Fund	Cr105,238	30,000	0	Cr75,238
Health & Safety/Occupational Health	Cr40,501	0	0	Cr40,501
Digital Transformation Reserve	Cr1,170,000	848,500	0	Cr321,500
Schools IT Equalisation (HWB)	Cr400,000	0	0	Cr400,000
Digital renewal reserve	Cr1,286,393	0	0	Cr1,286,393
Chief Executives Equalisation Reserve	Cr201,328	50,000	0	Cr151,328
Organisational development reserve	Cr3,595,024	654,000	0	Cr2,941,024
Building Capacity	Cr177,295	70,000	0	Cr107,295
Total Strategy and Corporate Services	Cr6,975,779	1,652,500	0	Cr5,323,279
<u>Corporate Other</u>				

Description	Reserve Balance at 1 st April 2024	Original budget 2024/25	Movements to 30 th September 2024	Closing reserves 31 st March 2025
Insurance Reserve	Cr4,165,382	280,000	0	Cr3,885,382
Income Generation Reserve	Cr113,230	0	0	Cr113,230
Corporate Contingency	Cr2,508,602	584,242	70,000	Cr1,854,360
Transformation and modernisation	Cr6,700,000	4,521,025	0	Cr2,178,975
Capital support Reserve	Cr683,447	0	0	Cr683,447
Covid recovery	Cr656,350	656,350	Cr243,000	Cr243,000
Treasury Management Equalisation Reserve	Cr9,012,687	0	0	Cr9,012,687
Hardship relief scheme (w wales)	Cr811,654	0	0	Cr811,654
Service resilience	Cr96,750	96,750	0	0
Discretionary fund	Cr100,000	0	0	Cr100,000
Accommodation Strategy	Cr2,973,580	31,672	272,943	Cr2,668,965
Total Corporate Other	Cr27,821,682	6,170,039	99,943	Cr21,551,700
<u>Joint Committee</u>				
Margam Discovery Centre - Building Maintenance Reserve	Cr174,440	Cr57,333	0	Cr231,773
Environment Legacy Reserve (SWTRA)	Cr259,728	0	0	Cr259,728
Substance Misuse Area Planning Board	Cr373,326	0	0	Cr373,326
WB Safeguarding Board Reserve	Cr88,014	0	0	Cr88,014
Total Joint Committee	Cr895,508	Cr57,333	0	Cr952,841
Total All Earmarked Reserves	Cr58,650,695	23,321,691	Cr204,575	Cr35,533,579

Description	Reserve Balance at 1st April 2024	Original budget 2024/25	Movements to 30th September 2024	Closing reserves 31st March 2025
General Reserve	Cr15,449,692	0		Cr15,449,692
TOTAL ALL RESERVES	Cr74,100,387	23,321,691	Cr204,575	Cr50,983,271

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

REPORT OF THE DIRECTOR OF FINANCE – HUW JONES

4th December 2024

Matter for Monitoring

Wards Affected - All

TREASURY MANAGEMENT MONITORING 2024/25

Purpose of Report

1. This report sets out treasury management action and information for 2024/25.
2. This report will also be forwarded to the next Governance and Audit Committee in line with the Council's Treasury Management Practices Scrutiny arrangements.

Rates of Interest

3. After a higher level of inflation over the past couple of years, in May we saw this level reduce back down to the Bank of England's target of 2% - the first time it has been at this since July 2021. Since May it has dropped further.
4. Our Treasury Management advisors, Link Group, sets out a view that once it is evident that the Bank of England has been successful in controlling the level of inflation, they expect interest rates will start to fall. This started on 1st August 2024 where they reduce the base rate to 5%.

5. They are currently projecting base rates as follows:

- Dec-24: 4.50%
- Mar-25: 4.00%
- Jun-25: 3.50%
- Sep-25: 3.25%

6. The following table provides examples of external borrowing costs as provided by the Public Works Loans Board (certainty rate) as at 21st October 2024:

	Equal Instalments of Principal		Annuity		Maturity	
	Previous 30Jul24	Current 21Oct24	Previous 30Jul24	Current 21Oct24	Previous 30Jul24	Current 21Oct24
	%	%	%	%	%	%
5-5.5 years	4.84	4.67	4.83	4.66	4.67	4.64
10-10.5 years	4.67	4.64	4.67	4.66	4.88	4.93
20-20.5 years	4.88	4.93	4.97	5.02	5.31	5.24
35-35.5 years	5.25	5.28	5.33	5.37	5.33	5.37
49.5-50 years	5.35	5.39	5.34	5.38	5.15	5.16

General Fund Treasury Management Budget

7. The following table sets out details of the treasury management budget for 2024/25 along with outturn figures for 2023/24. The budget consists of a gross budget for debt charges i.e. repayment of debt principal and interest, and interest returns on investment income.

2023/24 Outturn £'000		2024/25 Original Budget £'000
21,213	Principal and Interest charges	20,863
	Investment Income	
(3,436)	- Total	(2,200)
1,056	- less allocated to other funds	940
(2,380)	Subtotal Income	(1,260)
0	Contribution from General Reserves	0
774	Contribution to General Reserves	0
0	Contribution to/(from) treasury management reserve	0
19,607	Net General Fund	19,603

NB: Other funds include Trust Funds, Social Services Funds, Schools Reserves, Bonds etc.

Borrowing

8. The following loan agreement has been entered into since the last report:

Date	Lender	Amount of Loan £'000	Type	Interest Rate %	Term of Loan (Yrs)
01/08/24	PWLB	5,000	Maturity Loan	4.56	5.5

Investments

9. The following are a list of investments as at 30th September 2024:

<u>Counterparty</u>	<u>Value (£)</u>	<u>Investment type</u>	<u>Investment start</u>	<u>Investment maturity</u>	<u>Interest rate</u>
South Ayrshire Council	£5,000,000	Fixed	27 th Mar 2023	27 th Mar 2026	4.30%
Medway Council	£5,000,000	Fixed	10 th Feb 2023	10 th Feb 2027	4.35%
DMO	£7,800,000	Fixed	Various	Various	4.91% - 4.94%
Santander	£10,000,000	Call Account	N/A	N/A	5.00%
Lloyds	£5,600,000	Call Account	N/A	N/A	4.88%

10. Please note – the Council’s investment criteria (appendix 1) allows for a maximum investment for an F1 rated counterparty to be £15m. Santander are currently an F1 rated counterparty – however, the policy also allows for this to be temporarily exceeded in exceptional circumstances.

Investment Income

11. In line with the Council’s Investment Strategy, the 2024/25 original budget target for investment income is £2.2m, income for the financial year to date totals £1.2m. This target will be reviewed throughout the year and adjusted, if necessary, with any variances going into/out of the Treasury Management reserve.
12. Members should note that the short-term investments are classified as ‘specified’ i.e. up to 12 months and are currently deposited with DMO, Local Authorities, Lloyds Bank and Santander Bank.
13. The Council policy allows long-term investments up to a maximum of £25m for periods of more than 1 year and up to 5 years. The Council has two investments in this category which are both made to other Local Authorities.

Financial Impact

14. All relevant financial information is provided in the body of the report.

Integrated Impact Assessment

15. There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring purposes.

Valleys Communities Impacts

16. No implications

Workforce Impacts

17. There are no workforce impacts arising from this report.

Legal Impacts

18. There are no legal impacts arising from this report.

Risk Management

19. Borrowing and investment decisions are made in line with the Council's Treasury Management Policy. The Council has appointed Link Asset Services to provide support and advice in relation to this policy.

Consultation

20. There is no requirement under the Constitution for external consultation on this item.

Recommendation

21. It is recommended that Members note the contents of this monitoring report.

Appendices

22. Appendix 1 - Specified Investments

List of Background Papers

23. PWLB Notice Number 410/24

Officer Contact

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Mr Ross Livingstone – Chief Accountant – Capital, Exchequer and Finance Systems

E-mail – r.livingstone@npt.gov.uk

Specified Investments

	Minimum 'High' Credit Criteria	Funds Managed	Max Amount	Max Duration
Term deposits				
Term deposits - Debt Management Office	N/A	In-house	Unlimited	1 year
Term deposits – local, police and fire authorities	N/A	In-house	£10m	1 year
Term deposits – Nationalised & Part Nationalised UK banks/Building Societies	Fitch short-term rating F1+, F1	In-house	£20m	1 year
Term deposits – UK banks/Building Societies	Fitch short-term rating F1+	In-house	£20m	1 year
Term deposits – UK banks/Building Societies	Fitch short-term rating F1	In-house	£15m	6 months or 185 days
Callable deposits				
Callable deposits – Debt Management Agency deposit facility	N/A	In-house	Unlimited	
Callable deposits – Nationalised & Part Nationalised UK banks/Building Societies	Fitch short-term rating F1+, F1	In-house	£20m	
Callable deposits – Nationalised & Part Nationalised UK banks/Building Societies	Fitch short-term rating F2	In-house	£10m	
Callable deposits - UK banks/Building Societies	Fitch short-term rating F1+ or F1	In-house	£15m *	
Term deposits – non UK banks	Fitch short-term rating F1+	In-house	£5m	6 months or 185 days

* Where necessary this limit may be temporarily exceeded with the Authority's bankers only.

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

REPORT OF THE DIRECTOR OF FINANCE HUW JONES

4th December 2024

MATTERS FOR: MONITORING

WARDS AFFECTED - ALL

TREASURY MANAGEMENT MID YEAR REVIEW REPORT 2024/25

Purpose of the Report

1. To review treasury management activities for the 6 month period to 30th September 2024.

Background

2. The Council operates a cash balanced treasury budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low-risk counterparties, providing adequate liquidity initially before considering maximising investment return.
3. The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer-term cash may involve arranging long or short term loans, or using longer term cash flow surpluses, and on occasion any debt

previously drawn may be restructured to meet Council risk or cost objectives.

4. As a consequence, treasury management is defined as:

“The management of the local authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks. ”

Introduction

5. The Chartered Institute of Public Finance and Accountancy’s (CIPFA) Code of Practice on Treasury Management (revised 2011) was adopted by this Council at the Council meeting in 28th February 2013.

The primary requirements of the Code are as follows:

- (i) Creation and maintenance of a Treasury Management Policy Statement which sets out the policies and objectives of the Council’s treasury management activities.
- (ii) Creation and maintenance of Treasury Management Practices set out in the manner in which the Council will seek to achieve those policies and objectives.
- (iii) Receipt by the full Council of an Annual Treasury Management Strategy Statement – including the Annual Investment Strategy and Minimum Revenue Provision Policy – for the year ahead, a **Mid-year Review Report** and an Annual Report (stewardship report) covering activities during the previous year.
- (iv) Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
- (v) Delegation by the Council of the role of scrutiny of treasury management strategy and policies to a specific named body. For this Council the delegated bodies are the Audit and Policy and Resources Committees.

Scheme of Delegation

Area of Responsibility	Council/ Committee	Frequency
Treasury Management Strategy / Annual Investment Strategy / MRP policy	Cabinet for approval by Full Council	Annually before the start of the year
Treasury Management Strategy / Annual Investment Strategy / MRP policy – mid-year report	Cabinet	Mid-year
Treasury Management Strategy / Annual Investment Strategy / MRP policy – updates or revisions at other times	Cabinet for approval by Full Council	Periodically
Annual Treasury Outturn Report	Cabinet	Annually by 30 th September after the end of the year
Treasury Management Monitoring and Performance Reports	Cabinet and Audit Committee	Quarterly Quarterly
Treasury Management Practices	Cabinet for approval by Full Council	Annually
Scrutiny of Treasury Management Strategy	Cabinet (and Audit Committee)	Annually

6. This mid-year report has been prepared in compliance with CIPFA's Code of Practice, and covers the following:
- An economic update for 2024/25;
 - A review of the Treasury Management Strategy Statement and Annual Investment Strategy;
 - The Council's capital expenditure (prudential indicators);
 - A review of the Council's investment portfolio for 2024/25;
 - A review of the Council's borrowing strategy for 2024/25;
 - A review of any debt rescheduling undertaken during 2024/25;

- A review of compliance with Treasury and Prudential Limits for 2023/24.
- Revised Treasury and Prudential Limits for 2024/25 to 2026/27.

7. There have been no changes to the approved Treasury Management and Investment Strategies for the 6 months up to 30th September 2024

Economic Update

8. The third quarter of 2024 (July to September) saw:
- GDP growth stagnating in July following downwardly revised Q2 figures (0.5% q/q)
 - A further easing in wage growth as the headline 3myy rate (including bonuses) fell from 4.6% in June to 4.0% in July;
 - CPI inflation hitting its target in June before edging above it to 2.2% in July and August;
 - Core CPI inflation increasing from 3.3% in July to 3.6% in August;
 - The Bank of England initiating its easing cycle by lowering interest rates from 5.25% to 5.0% in August and holding them steady in its September meeting;
 - 10-year gilt yields falling to 4.0% in September.

Interest rate forecasts

9. The Council's treasury advisor, Link Group, provided the following latest forecasts:

Link Group Interest Rate View	28.05.24									
	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27
BANK RATE	4.50	4.00	3.50	3.25	3.25	3.25	3.25	3.00	3.00	3.00
3 month ave earnings	4.50	4.00	3.50	3.30	3.30	3.30	3.30	3.00	3.00	3.00
6 month ave earnings	4.40	3.90	3.50	3.30	3.30	3.30	3.30	3.10	3.10	3.20
12 month ave earnings	4.30	3.80	3.50	3.40	3.40	3.40	3.40	3.20	3.30	3.40
5 yr PWLB	4.50	4.30	4.10	4.00	3.90	3.90	3.90	3.90	3.90	3.80
10 yr PWLB	4.60	4.40	4.30	4.10	4.10	4.10	4.00	4.00	4.00	3.90
25 yr PWLB	5.00	4.80	4.70	4.50	4.50	4.40	4.40	4.40	4.30	4.30
50 yr PWLB	4.80	4.60	4.50	4.30	4.30	4.20	4.20	4.20	4.10	4.10

The Council's Capital Position (Prudential Indicators)

10. This part of the report updates:

- The Council's capital expenditure plans;
- How these plans are being financed;
- The impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow; and
- Compliance with the limits in place for borrowing activity.

The Council's Capital Expenditure and Financing 2024/25:

	2023/24 Actual £'000	2024/25 Original Estimate £'000	2024/25 Current Estimate £'000
Capital expenditure	39,129	81,901	68,834
Resourced by:			
• Capital receipts	465	1,300	1,300
• Capital grants & contributions	22,682	65,373	55,082
• Capital reserves + DRF	2,118	2,498	4,462
Capital Expenditure to be financed from borrowing	13,864	12,730	7,990

11. The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR). The CFR results from the capital activity of the Council and what resources have been used to pay for the capital spend. It represents the unfinanced capital expenditure, and prior years' unfinanced capital expenditure which has not yet been paid for by revenue or other resources.
12. Part of the Council's treasury activities is to address the funding requirements for this borrowing need. Depending on the capital expenditure programme, the treasury service organises the Council's cash position to ensure sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external bodies (such as the Government, through the Public Works Loan Board [PWLb] or the

money markets), or utilising temporary cash resources within the Council.

13. Reducing the CFR – the Council’s underlying borrowing need (CFR) is not allowed to rise indefinitely. Statutory controls are in place to ensure that capital assets are broadly charged to revenue over the life of the asset. The Council is required to make an annual revenue charge, called the Minimum Revenue Provision (MRP), to reduce the CFR. This is effectively a repayment of the borrowing need. This differs from the treasury management arrangements which ensure that cash is available to meet capital commitments. External debt can also be borrowed or repaid at any time, but this does not change the CFR.

14. The total CFR can also be reduced by:
 - The application of additional capital financing resources (such as unapplied capital receipts); or
 - Charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

15. The Council’s 2024/25 MRP Policy (as required by CIPFA Code of Practice on Treasury Management) was approved by Council as part of the Treasury Management Strategy Report for 2024/25 on 6th March 2024.

16. The Council’s CFR for the year is shown below, and represents a key prudential indicator.

CFR	2023/24 Actual £'000	2024/25 Original Estimate £'000	2024/25 Current Estimate £'000
Opening balance	355,073	357,490	357,490
Add unfinanced capital expenditure (point 10)	13,864	12,730	7,990
Less MRP/Set aside receipts	(11,447)	(12,117)	(11,823)
Closing balance	357,490	358,103	353,657

The borrowing activity is constrained by prudential indicators for net borrowing and the CFR, and by the authorised limit.

17. Net borrowing and the CFR – in order to ensure that borrowing levels are prudent over the medium term the Council’s external borrowing, net of investments, must only be for a capital purpose. This essentially means that the Council is not borrowing to support revenue expenditure. Net borrowing should not therefore, except in the short term, have exceeded the CFR. This indicator allows the Council some flexibility to borrow in advance of its immediate capital needs in 2024/25. The following table highlights the Council’s net borrowing position against the CFR. This shows the Council is complying with this prudential indicator as projected net borrowing is less than the CFR.

	2023/24 Actual £'000	2024/25 Original Estimate £'000	2024/25 Current Estimate £'000
External Debt (Gross) Less Investments	269,357 (35,900)	268,751 (35,000)	273,750 (35,000)
Net Borrowing Position	233,457	233,751	238,750
CFR	357,490	358,103	353,657

18. The authorised limit – the authorised limit is the “affordable borrowing limit” required by Section 3 of the Local Government Act 2003. The Council does not have the power to borrow above this level.
19. The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary is acceptable subject to the authorised limit not being breached.

	2023/24 Actual £'000	2024/25 Original Estimate £'000	2024/25 Current Estimate £'000
Authorised Limit	407,490	408,103	403,657
Operational Boundary	387,490	388,103	383,657
Gross Borrowing *	269,357	268,751	273,750

* Total maximum long term and short term

20. This report confirms that during the first 6 months of 2024/25 Council has maintained gross borrowing within the Authorised Limit.

Investment Portfolio 2024/25

21. In accordance with the Code, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return which is consistent with the Council's risk appetite. Due to the increase in the Bank of England base rate, this will lead to an increase in the expected return on investments made – albeit making sure we remain consistent with the Council's risk appetite.
22. It is confirmed that the approved limits within the Annual Investment Strategy have not been breached during the first six months of 2024/25.
23. The Council's original budget for investment return for 2024/25 has been set at £2.2m. This is being reviewed regularly and if there is any shortfall the balance will be funded from the Treasury Management Reserve.
24. The Treasury Management Strategy Statement (TMSS) for 2024/25, which includes the Annual Investment Strategy, sets out the Council's investment priorities as being:
- Security of Capital
 - Liquidity
25. There has been no change in the Council's Investment Strategy aims from those approved on 6th March 2024. The aim continues to be to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate, it is considered appropriate to keep an adequate level of investments which can be instantly accessed to cover short term cash flow needs. The Council also seeks out value where available in significantly higher rates in periods up to 12 months with approved institutions that meet the Council's stringent credit rating assessment.

26. Investment rates available have continued at historically low levels. The average level of funds available for investment purposes during the period was affected by the timing of precept payments, receipt of grants and progress on the Capital Programme.

Investment performance to the 30th September 2024

27. The Council held £33.4m of investments as at 30th September 2024 and the investment interest earned is £1.206m for the first six months of the year.

A full list of investments held as at 30th September 2024 is provided in Appendix 1.

Investment counterparty criteria and proposed amendments

28. The current investment counterparty criteria approved by Members earlier this year are detailed in Appendix 3 of this report.

Borrowing

29. The Council’s agreed Strategy in relation to borrowing is set out in the Treasury Management Strategy Report as approved by Council. This strategy outlined that consideration would be given to entering into new external borrowing if PWLB (or money market) rates became more favourable.

30. During 2024/25 the Council has not entered into any new loans with the PWLB.

Borrowing in advance of need

31. The Council has not borrowed in advance of need during the six-month period ended 30th September 2024. Members should note that the total external debt projection for 31st March 2025 is as follows:

	£'000
Public Works Loans Board (PWLB)	215,390
Market Loans	55,500
Salix (Public Lighting) Loan	1,263
Temporary Borrowing	1,597
Total	273,750

Debt Rescheduling

32. Debt rescheduling opportunities have been non-existent during 2024/25 due to the penalties involved in entering into such arrangements.

Compliance with Treasury and Prudential Limits

33. It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's original approved Treasury and Prudential Indicators (affordability) limits were included in the approved Treasury Management Strategy Statement as reported to Council on 6th March 2024.
34. During the financial year to date, the Council has operated within the Treasury Limits and Prudential Indicators set out in the Treasury Management Strategy Statement and in compliance with the Treasury Management Practices. The Prudential and Treasury Indicators for 2024/25 onwards have been revised and are presented in Appendix 2.

Financial Impact

35. All relevant financial information is provided in the body of the report.

Integrated Impact Assessment

36. There is no requirement to undertake an Integrated Impact Assessment as this report is for information purposes.

Valleys Communities Impacts

37. No implications

Workforce Impacts

38. There are no workforce impacts arising from this report.

Legal Impacts

39. There are no legal impacts arising from this report.

Risk Management

40. There are several risks associated with the treasury management activities. These include interest rate fluctuations, counter party investment, international economic and political etc. The treasury management strategy is included within the Council's Corporate Risk Register.

Consultation

41. There is no requirement under the Constitution for external consultation on this item.

Recommendation

42. Members **note** the Treasury Management activities to date this financial year, and how they relate to the proposed activities within the original 2024/25 Treasury Management Strategy and Annual Investment Strategy Statements.

Appendices

43. Appendix 1 – Investment Position as at 30th September 2024
Appendix 2 – Prudential Indicators
Appendix 3 – Specified Investments - Current Criteria

List of Background Papers

44. Link Asset Services Mid-Year Reporting Template
Investment and Borrowing Records 2024/25

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Investment Position as at 30th September 2024

Borrower	Maturity	Rate %	Total £'000
<u>Banks and Building Societies</u>			
<u>Other Local Authorities</u>			
South Ayrshire CC	27 th Mar 2026	4.30	5,000
Medway Council	10 th Feb 2027	4.35	5,000
<u>Call Accounts</u>			
DMO	Several	4.91 - 4.94	7,800
Santander	Call	5.00	10,000
Lloyds	Call	4.88	5,600
Total			33,400

PRUDENTIAL INDICATORS

PRUDENTIAL INDICATORS	2023/24 Actual	2024/25 Original Estimate	2024/25 Revised Estimate	2025/26 Estimate	2026/27 Estimate
	£'000	£'000	£'000	£'000	£'000
Capital Expenditure	39,129	81,901	68,834	104,119	39,300
Capital Financing Requirement	357,490	358,103	353,657	354,369	347,229
Ratio of financing costs to net revenue stream	6.05%	5.90%	5.58%	5.60%	5.64%

PRUDENTIAL INDICATORS

TREASURY MANAGEMENT INDICATORS	2023/24 Actual	2024/25 Original Estimate	2024/25 Revised Estimate	2025/26 Estimate	2026/27 Estimate
	£'000	£'000	£'000	£'000	£'000
Authorised Limit for External Debt: Borrowing and other long term liabilities	407,490	408,103	403,657	404,369	397,229
Operational Boundary for External Debt: Borrowing and other long term liabilities	387,490	388,103	383,657	384,369	377,229
Gross Borrowing: Total maximum long and short term	269,357	268,751	273,750	277,557	282,130
External Debt (Gross)	269,357	268,751	275,750	277,557	282,130
Less Investments	(35,900)	(35,000)	(35,000)	(35,000)	(35,000)
Net Borrowing Position	233,347	233,751	240,750	242,557	247,130

PRUDENTIAL INDICATORS

	2024/25 limit
	£'000
Upper Limit on Fixed Interest Rate Exposure Lower Limit on Fixed Interest Rate Exposure	408,103
Upper Limit on Variable Rate Exposure Lower Limit on Variable Rate Exposure	204,052
Upper Limit for Total Principal Sums Invested for Over 364 Days (per maturity date)	£25m

Maturity Structure of Fixed Rate Borrowing During 2024/25	2023/24 Actual	2024/25 Estimate		
			Upper Limit	Lower Limit
	%	%	%	%
Under 12 months	3	1	15	0
12 months to 2 years	0	0	15	0
2 to 5 years	0	0	40	0
5 to 10 years	11	13	60	0
10 years and above	86	86	100	15

Specified Investments Criteria

	Minimum 'High' Credit Criteria	Funds Managed	Max Amount	Max Duration
Term deposits				
Term deposits - Debt Management Office	N/A	In-house	Unlimited	1 year
Term deposits – local, police and fire authorities	N/A	In-house	£10m	1 year
Term deposits – Nationalised & Part Nationalised UK banks/Building Societies	Fitch short-term rating F1+, F1	In-house	£20m	1 year
Term deposits – UK banks/Building Societies	Fitch short-term rating F1+	In-house	£20m	1 year
Term deposits – UK banks/Building Societies	Fitch short-term rating F1	In-house	£15m	6 months or 185 days
Callable deposits				
Callable deposits – Debt Management Agency deposit facility	N/A	In-house	Unlimited	
Callable deposits – Nationalised & Part Nationalised UK banks/Building Societies	Fitch short-term rating F1+, F1	In-house	£20m	
Callable deposits – Nationalised & Part Nationalised UK banks/Building Societies	Fitch short-term rating F2	In-house	£10m	
Callable deposits - UK banks/Building Societies	Fitch short-term rating F1+ or F1	In-house	£15m *	
Term deposits – non UK banks	Fitch short-term rating F1+	In-house	£5m	6 months or 185 days

* Where necessary this limit may be temporarily exceeded with the Authority's bankers only.

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

4th December 2024

REPORT OF HEAD OF LEGAL AND DEMOCRATIC SERVICES – Mr Craig Griffiths

MATTER FOR DECISION

WARDS AFFECTED – ALL

Returning Office and Acting Returning Officer Indemnity

Purpose of Report

1. To approve an indemnity to the Chief Executive in respect of her carrying out the duties of Returning Officer at elections.

Background

2. In accordance with the provisions contained in the Representation of the People Act 1983 (as amended) the Council's Chief Executive (Frances O'Brien) has been designated (by virtue of the Neath Port Talbot Council Constitution) to act as the Returning Officer for the County Borough and Town/Community Council Elections taking place within the County Borough.
3. In addition, by virtue of the provisions contained in the above referred to Act and the Constitution, the Chief Executive is also designated as the Acting Returning Officer for any Parliamentary Elections and Senedd Elections taking place within the County Borough.
4. The Council already retains insurances to cover the liability of the Returning Officer/Acting Returning Officer. It has power also to provide an indemnity to cover any risks not covered by any insurance policies.

5. Section 101 of the Local Government Act 2000, the Local Authorities (Indemnities for Members and Officers) (Wales) Order 2006 and Section 111 of the Local Government Act 1972 grants local authorities the power to grant indemnities to officers where such personal liability may arise.
6. To ensure that appropriate safeguards are in place for this officer, given it is a Council appointed function, it would be appropriate for a suitable indemnity to be granted so that in the event of any action against the named individual, any costs incurred by the officer will be met by the Council.
7. It should be noted however that the indemnity will not extend to actions taken by the officer which
 - a. constitute a criminal offence
 - b. stem from fraud or deliberate wrongdoing or recklessness by the officer
 - c. relate to alleged defamation of the officer

Legal Implications

8. Section 101 of the Local Government Act 2000, the Local Authorities (Indemnities for Members and Officers) (Wales) Order 2006 and Section 111 of the Local Government Act 1972 grants local authorities the power to grant indemnities to officers where such personal liability may arise

Financial Implications

9. None at this stage. In the event that the indemnity is required to be implemented the financial obligations are as set out in the indemnity.

Consultation

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

Integrated Impact Assessment

11. There is no requirement for an integrated impact assessment for this recommendation

Workforce Impact

12. None.

Recommendations

13. It is recommended that Cabinet approve the entering into of an appropriate indemnity under The Local Authorities (Indemnities for Members and Officers) (Wales) Order 2006 to Frances O'Brien in relation to her carrying out her duties as Returning Officer and/or Acting Returning Officer for all Elections and Referenda taking place within the County Borough.

Reason for Proposed Decision

14. To ensure appropriate indemnities are in place for officers who are accepting personal responsibility for such matters

Implementation of Decision

15. Implementation is proposed after the three-day call-in period.

Appendices

16. Appendix 1 - Draft Officer Indemnity

Background Documents

None

Officer Contacts

Craig Griffiths - Head of Legal and Democratic Services
Tel: 01639 763368 Email: c.griffiths2@npt.gov.uk

Appendix 1

DATED

2024

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

- and -

FRANCES O'BRIEN

**DEED OF INDEMNITY to OFFICER
RE: RETURNING OFFICER
AND ACTING RETURNING OFFICER DUTIES**

Mr. Craig Griffiths
Head of Legal and
Democratic Services
Neath Port Talbot County
Borough Council
Civic Centre
Port Talbot

DATED

2024

PARTIES

1. Neath Port Talbot County Borough Council of Port Talbot Civic Centre
Port Talbot SA13 1PJ (“the Council”)

2. Frances O’Brien of (“the Officer”)

RECITALS

- (1) In accordance with the provisions contained in the Representation of the People Act 1983 (as amended) the Council’s Chief Executive (Francis O’Brien) has been designed by the Council to act as the Returning Officer for County Borough and Community Council Elections taking place within the County Borough.

- (2) In addition, by virtue of the provisions contained in the above referred to Act, the Chief Executive is also designated as the Acting Returning Office for any Parliamentary or Senedd Elections taking place within the County Borough.

- (3) The Council may in order to cover any possible liability of the Returning Officer / Acting Returning Officer provide an indemnity to her to cover any risks not covered by any insurance policies.

- (4) It has been agreed that subject to the terms appearing hereafter the Council shall indemnify the Officer acting in her capacity as Returning

Officer and/or Acting Returning Officer for all Elections and Referenda taking place within the County Borough

- (5) By virtue of a decision of the Council's Cabinet on 4th December 2024 the Council agreed to provide the indemnity to the officer in this form.

This **DEED OF INDEMNITY** is made under section 101 of the Local Government Act 2000 and the Local Authorities (Indemnities for Members and Officers) (Wales) Order 2006, section 111 of the Local Government Act 1972 and all other enabling provisions as follows:

1. Indemnity

- 1.1 Subject to clauses 2 and 3 the Council shall (to the fullest extent permitted by the laws of England and Wales) indemnify and keep indemnified the Officer on demand against all actions, claims, liabilities, charges, demands, proceedings, investigations and judgments which may be made against her or which she may suffer or incur as a consequence of, or which relate to or arise from, directly or indirectly, her powers, duties, responsibility as a Returning Officer and/or Acting Returning officer for all Elections and Referenda (including legal and professional fees) and tax incurred in relation thereto from the date of the appointment as the named officer under the Permit.
- 1.2 All sums payable by the Council hereunder shall be paid free of, and without any rights of, counterclaim or set-off and without deduction and withholding on any ground whatsoever.

2. Exclusions and Limitations

2.1 Without prejudice to the generality of this indemnity but subject to the provisions of clauses 2.2 below this indemnity shall extend to:

- (a) the defence of criminal proceedings brought against the Officer;
and
- (b) any civil liability arising as a consequence of any action or failure to act which also constitutes a criminal offence

PROVIDED THAT:

the Council shall not be liable to make any payment to the Officer or any other party under the terms of this Deed of Indemnity nor in relation to any action or failure to act by the Officer that:

- (a) constitutes a criminal offence; or
- (b) is the result of fraud or other deliberate wrongdoing or recklessness on the part of the Officer; or
- (c) relates to alleged defamation of the Officer.

2.2 Where the Officer is convicted of a criminal offence and that conviction is not overturned following an appeal the Officer will reimburse the Council for any and all sums expended by the Council pursuant to this Indemnity in relation to those criminal proceedings.

3. Matters that exceed the powers of the Council and/or the Officer

3.1 This Indemnity extends to matters which exceed the powers of the Council and or the power vested in the Officer only to the extent that:

(a) Where the act or failure to act exceeded the powers of the Council the Officer reasonably believed at the time of the action or failure to act that the action or failure to act in question was within the powers of the Council;

or

(b) Where the action or failure to act comprised the issue or authorisation of a document containing a statement as to the powers of the Council or any statement that certain steps had been taken or requirements fulfilled, the Officer reasonably believed the contents of that statement to be true;

or

(c) Where the action or failure to act exceeded the powers vested in the Officer by the Council the Officer reasonably believed at the time of the act or failure to act that it was within his powers.

4. Reimbursement

4.1 Where the Officer is obliged to reimburse the Council pursuant to clause 2 of this Indemnity those sums shall be recoverable by the Council as a civil debt.

5. Conduct of claims

5.1 If the Officer becomes aware of any circumstances which may lead to the Council being required to make any payment under clause 1, the Officer shall:

5.1.1 as soon as practicable give written notice of such circumstances to the Council;

5.1.2 not make any admission of liability, agreement or compromise with any person in relation to any such circumstances without the prior written consent of the Council, such consent not to be unreasonably withheld or delayed; and

5.1.3 consult the Council regarding the conduct of any claim arising in connection with such circumstances and provide the Council with such information and copies of such documents relating to any such claim as the Council may reasonably request.

5.2 In the event of any payment under this Deed being made, the Council shall be subrogated to the extent of such payment to all of the Officer's rights of recovery against third parties (including any claim under any applicable director's insurance policy) in respect of the payment and the Officer shall execute all papers required and shall do everything that may be necessary to secure any rights, including:

(a) the execution of any documents necessary to enable the Council effectively to bring an action in the name of the Officer; and

(b) the provision of assistance as a witness.

6. Jurisdiction

6.1 This Deed shall be governed by and construed in accordance with the law of England and Wales as they apply in Wales. The parties agree to submit to the exclusive jurisdiction of the courts of England and Wales in respect of any disputes or differences arising under this Deed.

THE COMMON SEAL OF)
NEATH PORT TALBOT COUNTY)
BOROUGH COUNCIL was affixed)
to this **DEED** in the presence of:)

Proper Officer

EXECUTED as a **DEED**)
by **FRANCES O'BRIEN**)
in the presence of:)

Witness signature:

Witness name:

Witness address: NPTCBC, Civic Centre Port Talbot, SA13 1PJ

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

4th December 2024

Report of the Head of Engineering & Transport (David W. Griffiths)

Matter for Decision

Wards Affected: All

List of Approved Contractors

Purpose of the Report:

To seek Members' approval to amend the List of Approved Contractors.

Executive Summary:

To seek approval to add a new contractor and remove approved contractors.

Background:

Members will be aware that on previous occasions, reports concerning the List of Approved Contractors have been presented to Cabinet Board.

The process gives local companies an opportunity to provide goods and services to the Council.

The full list of categories is set out in Appendix A for your information.

Financial Impacts:

No implications.

Integrated Impact Assessment:

A first stage Impact Assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix B, has indicated that a more in-depth assessment is not required. A summary is included below:-

The report is seeking approval to add a new contractor and remove approved contractors.

This does not affect any group of people and or impact the Welsh language, biodiversity or the five ways of working.

Valleys Communities Impacts:

No implications.

Workforce Impacts:

No implications.

Legal Impacts:

No implications.

Risk Management Impacts:

No implications.

Consultation:

There is no requirement for external consultation on this item.

Recommendations:

Having had due regard to the Integrated Impact Assessment it is recommended that:-

The List of Approved Contractors is amended as follows:-

Company to be **added** to the List of Approved Contractors

The following company has applied to be included on the list and has passed the required assessments:-

<u>Company</u>	<u>Category</u>
Safeguard Pest Control & Environmental Services Ltd (S0101)	4, 5

Companies to be **removed** from the List of Approved Contractors

Removal of the following companies is required due to:-

N014 - Company has ceased trading.

R045 – Company is in Liquidation.

C051 – Company has ceased trading.

<u>Company</u>	<u>Category</u>
Nicholls Colton Group Ltd (N014)	78,111
Reactive Integrated Services Ltd (R045)	31, 111
Cintrix Systems Ltd (C051)	49, 68

Reasons for Proposed Decision:

To keep the List of Approved Contractors up to date and as far as possible, ensure a competitive procurement process.

These recommendations to be adopted for the purpose of supplying a List of Approved Contractors for invitation to tender within the relevant category.

Implementation of Decision:

The decision is proposed for implementation after the three-day call-in period.

Appendices:

Appendix A - Categories for List of Approved Contractors

Appendix B - First Stage IIA

List of Background Papers

None.

Officer Contact

Hasan Hasan, Engineering Manager

Tel. No: 01639 686463

Email: h.hasan@npt.gov.uk

Amanda Phillips, Programme & Commissioning Manager

Tel. No: 01639 686483

Email: environment@npt.gov.uk

Appendix A

Categories for List of Approved Contractors

General Services

1. Signs
2. Plant Hire
3. Security
4. Clinical Waste
5. Pest Control
6. Re-Cycling
7. Waste Disposal (e.g. Car, Computers, Steel)
8. Crowd Control
9. Traffic Management
10. Portable Buildings
11. Scaffolding

Building Construction / Maintenance

12. Building Construction £50,000 - £200,000
13. Building Construction £200,000 - £1m
14. Building Construction over £1m
15. Minor Building Works below £50,000
16. Works of Adaptation below £5,000
17. Re-Roofing
 - a) Felt & Asphalt below £10,000 / above £10,000
 - b) Tiles & Slate below £10,000 / above £10,000
 - c) GRP
 - d) High Performance Coverings
 - e) Sheeting & Cladding
18. Supply & Installation of Floor Finishes
 - a) Flexible Sheet, Tiles, Carpets
 - b) Jointless
 - c) Rigid Tiles, Slabs, Mosaics
 - d) Wood
19. Plastering
20. Painting & Decorating
21. Supply & Installation of Windows/Doors (Windows to BS 7412, Doors to PAS 23/1, PAS 24/1 to BS 7950 Kitemark Scheme)
 - a) PVCU (using Aluplast System)
 - b) Timber
 - c) Aluminium

- d) Steel
- e) Roller Shutter
- f) Security Doors
- g) Automatic Doors
- 22. Suspended Ceilings
- 23. Welding / Fabrication below £5,000
- 24. Welding / Fabrication above £5,000
- 25. Stonework Repair / Restoration / Cleaning
- 26. Glazing & Safety Filming
- 27. Wall Tie Replacement
- 28. External Wall Insulation
- 29. Damp Proofing / Dry Rot / Woodworm Treatment
- 30. Cavity Wall and / or Loft Insulation
- 31. Asbestos Handling & Removal, Asbestos Surveys & Asbestos Consultancy Services
- 32. Window Blinds
- 33. Shop Fitters – Specialist Joinery
- 34. Refurbishment of Laboratories
- 35. Clearance of Void properties
- 36. Works to Listed Buildings

Mechanical & Electrical Engineering

- 37. Domestic (including Housing) Plumbing & Central Heating below £50,000
- 38. Domestic (including Housing) Plumbing & Central Heating above £50,000
- 39. Commercial Heating & Ventilating below £100,000
- 40. Commercial Heating & Ventilating above £100,000
- 41. Domestic (including Housing) Electrical Installation below £50,000
- 42. Domestic (including Housing) Electrical Installation above £50,000
- 43. Commercial Electrical Installations below £100,000
- 44. Commercial Electrical Installations above £100,000
- 45. Gas Boiler Maintenance
- 46. Maintenance of Building Management Systems for Heating & Ventilation

Mechanical & Electrical Specialist Services

- 47. CCTV
- 48. Intruder Alarms
- 49. Fire Alarms
- 50. Warden Call System
- 51. Lifts
- 52. Swimming Pool Plant Equipment
- 53. Water Systems Cleaning & Chlorination

54. Ductwork System Cleaning & Sterilisation
55. Domestic & Commercial Kitchen Equipment Maintenance
56. Supply & Installation of Specialist Kitchen Equipment / Fittings
57. Installation, Testing & Maintenance of Local Exhaust Ventilation (LEV)
58. Water Systems – Risk Assessment
59. Supply & Installation of Pipework & Ductwork Installation
60. Supply, Installation and / or Servicing of Automatic Door Systems
61. PA Systems / Sound Systems
62. Stage Lighting
63. Service / Repair of Kilns
64. Supply, Installation & Servicing of Leisure Services Equipment
65. Specialist Steelwork (stainless Steel & Fabricated Works)
66. Lightning Conductors
67. Fire Fighting Equipment including Hose Reels
68. Smoke / Fire Detectors
69. Stage Equipment including Curtains, Gantry, Special Effects etc.
70. Computer / Telephone Cabling

Civil Engineering

71. Civil Engineering £0 – £25,000
72. Civil Engineering £25,000 – £250,000
73. Civil Engineering £250,000 – £1m
74. Civil Engineering over £1m
75. Land Reclamation
76. Sewers & Drainage
77. Hard & Soft Landscaping
78. Ground Investigation
79. Demolition
80. Surfacing, Carriageway & Footways
81. Surface Dressing
82. Road Markings & Reflective Road Studs
83. Carriageway Slurry Surfacing & Footways
84. Fencing
85. Gabion & Blockstone
86. Steel Fabrication below £25,000
87. Steel Fabrication above £25,000
88. Bridge Works, New & Maintenance

Civil Engineering Specialists

89. Concrete Repairs
90. Diving Inspections & Works within Water

91. Bridge Deck Expansion Joints
92. Bridge Deck Water Proofing
93. Soil Nailing
94. Sewer Relining
95. Sewer Surveys
96. Safety Fencing
97. Bridge Parapets (Manufacture & Installation)
98. Access Plant for Inspection
99. Bridge Parapet Painting
100. Painting of Structural Steelwork
101. Arboriculturalist
102. Weed-spraying
103. Weather Forecasting
104. Playground Equipment
105. Specialist Cleaning
106. Synthetic Pitches and Sports Facilities
107. Bus/Cycle Shelters
108. Traffic Signals
109. Street Lighting
110. Street Furniture
111. Specialist Contractor not listed above – please specify type of work



Appendix B

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: List of Approved Contractors – Approval to add a new contractor and remove approved contractors.
Service Area: Procurement
Directorate: All

2. Does the initiative affect:

	Yes	No
Service users		x
Staff		x
Wider community		x
Internal administrative process only	✓	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age			x			There is no impact. Applications to be included on the Approved List of Contractors are accepted from all construction companies who meet the criteria.
Disability			x			
Gender Reassignment			x			
Marriage/Civil Partnership			x			
Pregnancy/Maternity			x			
Race			x			
Religion/Belief			x			
Sex			x			
Sexual orientation			x			

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language			x			
Treating the Welsh language no less favourably than English			x			

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity			x			N/A
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			x			N/A

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	✓		The addition of contractors onto the List of Approved Contractors will enable these companies to be procured in accordance with NPT's Procurement Rules. Contractors who fail to meet the requirements of this List will be given the opportunity to meet NPT's criteria. If this is not met, approval will be sought from Members to remove these contractors.

<p>Integration - how the initiative impacts upon our wellbeing objectives</p>	✓		<p>Approving additional contractors onto the List of Approved Contractors will enable NPT to procure works with these companies. This will allow the companies to provide employment opportunities, allowing people to take advantage of wealth generated through securing decent work.</p> <p>The List of Approved Contractors gives local companies the opportunity to be contracted by NPT to undertake works.</p>
<p>Involvement - how people have been involved in developing the initiative</p>	✓		<p>The companies have been assessed to determine their suitability to be included on the List of Approved Contractors. External financial checks have been undertaken. Various departments have undertaken checks on the companies for Insurances, technical ability, Quality, Environmental and Health & Safety.</p>
<p>Collaboration - how we have worked with other services/organisations to find shared sustainable solutions</p>	✓		<p>Several departments have been involved in checking that contractors are suitable to undertake works for the category/ies. Any contractors who fail to comply with the ongoing checks for the List of Approved Contractors will be given the opportunity to meet NPT criteria. If this is not met, approval will be sought from Members to remove these contractors. The List of Approved Contractors is available for use by all departments in the Authority wishing to undertake works.</p>
<p>Prevention - how the initiative will prevent problems occurring or getting worse</p>	✓		<p>Contractors who fail to comply with the ongoing checks for the List of Approved Contractors will be given the opportunity to meet NPT criteria. If this is not met, approval will be sought from Members to remove these contractors.</p>

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
<p>This First Stage Impact Assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.</p> <p>This First Stage Assessment has indicated that a more in-depth assessment is not required. A summary is below:-</p> <p>The report is seeking approval to add new Contractor(s), add additional Category/ies for approved Contractor(s) and remove approved Contractor(s).</p> <p>This does not affect any group of people and/or impact the Welsh Language, Biodiversity or the Five Ways of Working.</p>	

A full impact assessment (second stage) is required	x
Reasons for this conclusion	
N/A	

	Name	Position	Signature	Date
Completed by:-	Amanda J. Phillips	Programme & Commissioning Manager	AJP	31/10/2024
Signed off by:-	David W. Griffiths	Head of Engineering & Transport	DWG	31/10/2024

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

4th December 2024

Report of the Head of Engineering & Transport – D.W.Griffiths

Matter for Decision

Wards Affected: Neath East

(Walters Road, Melyn, Neath) (Revocation of Prohibition of Waiting, Loading or Unloading At Any Time) Order 2024

Purpose of the Report:

To consider the correspondence received following the advertisement of the (Walters Road, Melyn, Neath) (Revocation of Prohibition of Waiting, Loading or Unloading At Any Time) Order 2024, as indicated in Appendix A.

Executive Summary:

The report outlines the traffic regulation order which was formally advertised resulting in objections being received.

Background:

A previous scheme was prioritised by the local members following representations from a local resident stating that indiscriminate parking practices were taking place outside No.2 Walters Road.

However, the resident initially complained about the parking restrictions across their driveway entrance.

The proposed traffic regulation order is required to reduce the extent of the existing parking restriction across the driveway entrance but to maintain restrictions on the junction in the interest of road safety.

The proposed scheme is indicated in Appendix A.

Financial Impacts:

The scheme is to be funded by the Council's Capital Works Programme.

Integrated Impact Assessment:

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix B, has indicated that a more in-depth assessment is not required. A summary is included below: -

A full impact assessment is not required as the traffic regulation orders will provide a safe environment for all highway users.

Valleys Communities Impacts:

There are 'No Implications' associated with this report.

Workforce Impacts:

There are 'No Implications' associated with this report.

Legal Impacts:

The proposal was advertised for a 21-day period between 9th August 2024 and 30th August 2024.

Risk Management Impacts:

There are no risk management impacts associated with this report.

Consultation:

This item has been subject to external consultation.

A consultation exercise was undertaken between 9th August 2024 and 30th August 2024.

There were 10 letters and plans delivered to the properties on Walters Road and Llys Walters detailing the proposals.

Following a three-week consultation exercise, 2 statements of objection were received on the proposals.

A summary of the objections received are given below: -

Objections: - *Any officer observations / comments are illustrated in italics in response to the points raised.*

- a) A resident has objected to the proposal as they wish for the double yellow lines to be maintained in their current state.
- b) A resident has requested that enforcement of the current double yellows is undertaken.
- c) A resident has raised a concern and suggests that the proposed advert to remove the section of double yellow line outside their drive has been placed in error.

The resident that requested the shortening of the double yellow lines has since moved home and the new resident wishes for the double yellow lines to remain in place.

The Council will continue to monitor the situation going forward.

The Local Members have been consulted on the feedback received and support that the objections are upheld in full and that the proposed scheme is withdrawn.

Recommendations:

Having had due regard to the integrated impact assessment it is recommended that the objections are upheld in full to the (Walters Road, Melyn, Neath) (Revocation of Prohibition of Waiting, Loading or Unloading At Any Time) Order 2024 (as detailed in Appendix A to the circulated report) and that the proposed scheme is withdrawn with the situation monitored going forward.

The objectors will be notified of the decision of the board accordingly.

Reasons for Proposed Decision:

The scheme is withdrawn and the restriction shall remain in place; however, the Council will continue to monitor the situation going forward.

Implementation of Decision:

The decision is proposed for implementation after the three-day call-in period.

Appendices:

Appendix A – Plan – Walters Road, Melyn, Neath – Proposed Traffic Regulation Orders.

Appendix B – Integrated Impact Assessment.

List of Background Papers:

None.

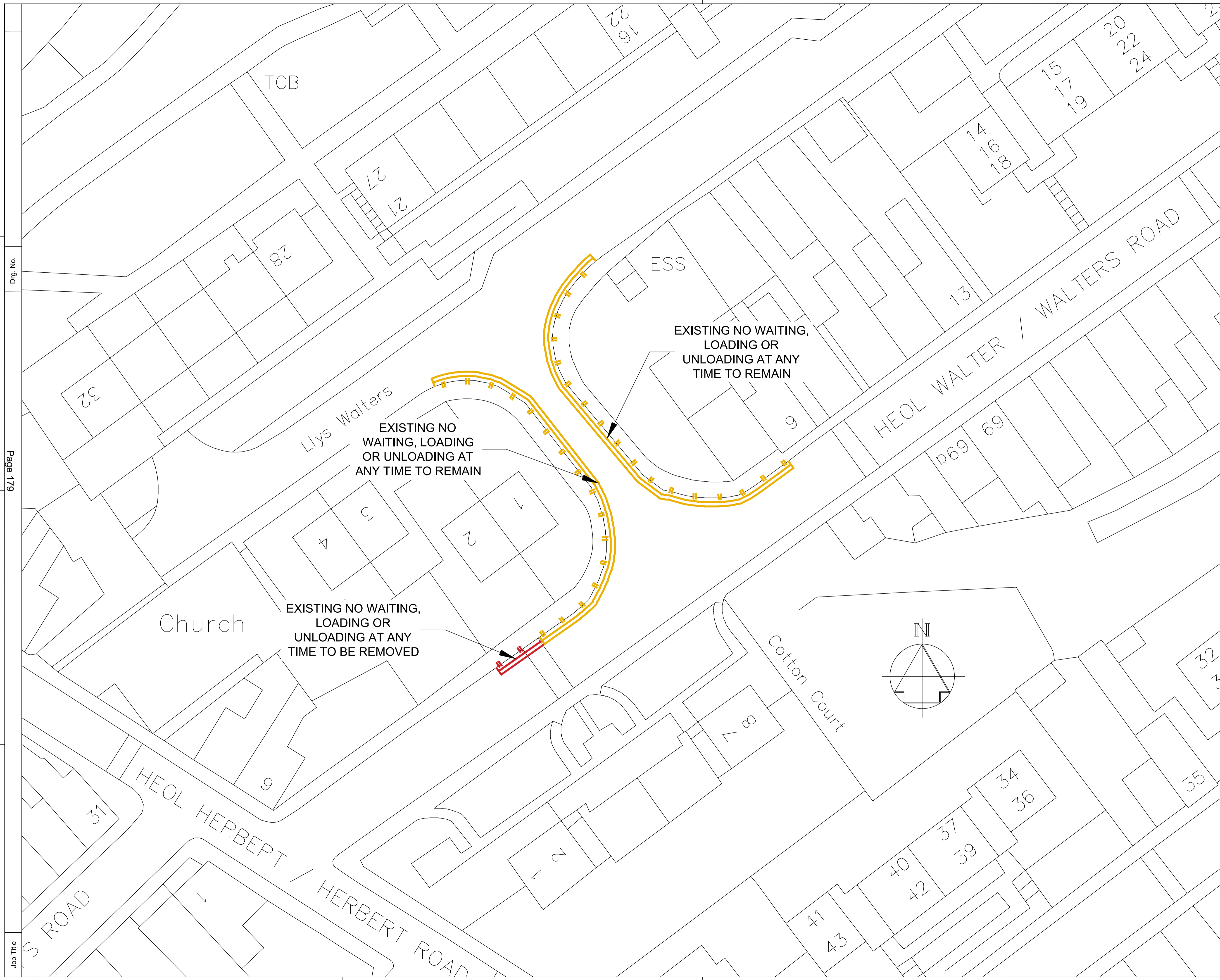
Officer Contact:

Mr Hasan Hasan
Engineering & Transport
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Email h.hasan@npt.gov.uk

Mr Martin Brumby,
Engineering & Transport
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Mr Ryan L. Jones
Engineering & Transport
Tel. No. 01639 686771
Email r.jones15@npt.gov.uk

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NOTES

A1

1. All dimensions are in millimetres unless otherwise stated.


KEY:-

-  Existing no waiting or no loading
-  Existing no waiting or no loading to be removed

APPENDIX A

Rev	Details	Dr	Ch	Ap	Date

Client



ENGINEERING AND TRANSPORT
 NICOLA PEARCE BSC (Hons), Dip TP, MRTPI
 DIRECTOR OF ENVIRONMENT AND REGENERATION
 THE QUAYS, BRUNEL WAY
 BAGLAN ENERGY PARK
 NEATH SA11 2GG

Job Title
WALTER'S ROAD, MELYN, NEATH
PROPOSED TRAFFIC REGULATION ORDERS

File No.	WLTRD-001	Financial Code No.	
Drawn	ODK	Checked	MCB
Date	JUN 24	Date	JUN 24
Scales	1:200	Status	PRELIM
Drawing No.	WLTRD-001		

HIH

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1. Details of the initiative

Initiative description and summary: (Walters Road, Melyn, Neath) (Revocation of Prohibition of Waiting, Loading or Unloading At Any Time) Order 2024
Service Area: Engineering and Transport
Directorate: Environment and Regeneration

2. Does the initiative affect:

	Yes	No
Service users	Y	
Staff	Y	
Wider community	Y	
Internal administrative process only	Y	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		N			L	There is no negative impact as the scheme is being withdrawn with the double yellow lines remaining in place to still address the indiscriminate parking practices, thereby benefiting all highway users.
Disability		N			L	
Gender Reassignment		N			L	
Marriage/Civil Partnership		N			L	
Pregnancy/Maternity		N			L	
Race		N			L	
Religion/Belief		N			L	
Sex		N			L	
Sexual orientation		N			L	

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language	Y				L	There will be a positive impact as we welcome all correspondence in Welsh and English when dealing with the wider community.
Treating the Welsh language no less favourably than English	Y				L	There will be a positive impact because all permanent highway approved signage and road markings used in the traffic regulation orders are Bilingual (Welsh / English) with Welsh placed above English.

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		N			L	There is no negative impact as the road markings are located on the carriageway, therefore the scheme does not impact the existing Flora, Fauna or Biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		N			L	There is no negative impact as the road markings are located away from the kerb allowing the carriageway and footway drainage to function as at present. The scheme is located within the existing road surface and as such there is no opportunity to provide additional drainage systems such as swales, soakaways etc.

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<p>Long term - how the initiative supports the long term well-being of people</p>	Y		<p>Within the Neath Port Talbot presently 59.6% of adults are obese or overweight (with 23.6% being obese) it is predicted that by 2025 the number will have risen to 66.5%. A quarter of children in Wales are overweight or obese (including 12.4% that are obese) Wales has a higher percentage of adolescents self-reporting to be overweight or obese compared to England, Scotland and Republic of Ireland, with rates being generally higher in boys than girls.</p> <p>Only 48.4% of adults in Neath Port Talbot are meeting the physical activity guidelines compared to 53.1% in Wales. For most people, the easiest form of physical activity are those that can be built into everyday life such as walking and commuting by active travel. By enabling active travel, the proposal will contribute to improved health benefits for users whilst reducing carbon emissions from vehicles.</p> <p>The Welsh Governments Llwybr Nweydd Wales transport strategy sets out the 20 year ambition and focuses on delivering an accessible, sustainable transport system that is good for people, communities, the environment the economy and Welsh language and culture.</p> <p>The 5 year priorities call for a transport system and infrastructure that plays its part in reducing greenhouse gas emissions whilst increasing active travel and public transport use by providing safe, accessible, sustainable transport systems that people will want to use.</p> <p>The sustainable transport hierarchy places active travel at the forefront of transport and sets out how the strategy will encourage people to change their travel behaviour to use low-carbon sustainable transport, cycling and walking as the preferred transport modes.</p> <p>The scheme will help to encourage and maintain Active Travel through maintaining the existing street scene environment, thereby benefiting the community. Furthermore, in September 2023 the Welsh Government</p>

			National 20 mph speed limit default strategy was implemented lowering the speed limit over a greater urban area of secondary estate roads within the locality reducing overall emissions and the promotion of Active Travel, walking and cycling.
Integration - how the initiative impacts upon our wellbeing objectives	Y		As the scheme is being withdrawn with the double yellow lines remaining in place it will maintain the existing street scene improving the community health through reduced air pollution and people walking to the local facilities, thereby contributing to other organisations goals on improving health for the population of Wales.
Involvement - how people have been involved in developing the initiative	Y		A statutory consultation exercise for the traffic regulation order was undertaken between 9 th August 2024 and 30 th August 2024. There were 10 letters and plans hand delivered to properties on Walters Road and Llys Walters detailing the proposals. The traffic regulation order was advertised in the South Wales Evening Post, on the Council's web site and Notices posted on site. Two objections were received to the scheme, it is recommended that the objections are upheld in full with the situation being monitored going forward.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	Y		The various sections within the Council such as Highway Engineering and the Legal section have worked together on this initiative.
Prevention - how the initiative will prevent problems occurring or getting worse	Y		In NPT 25.5% of homes do not have access to a car. Where car ownership levels are low, residents are more likely to be reliant on public transport and active travel for their day to day needs and to access key services and employment. Poor facilities can lead to difficulty in using active travel which can cause to social exclusion and isolation, which subsequently can lead to a range of health and social problems. Facilitating more journeys by Active Travel will reduce our consumption of natural resources and act to tackle the causes and consequences of congestion, climate change, traffic pollution and noise.

			Encouraging people to be more active by providing Active Travel routes will help people to be healthy, to achieve their potential.
--	--	--	--

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
<p>After completing the assessment, it has been determined that this proposal does not require a full Impact Assessment (second stage). As the scheme is being withdrawn with the double yellow lines remaining in place it will have a positive impact on service users, have no adverse impact on people who share protected characteristics or on people's ability to use the Welsh language.</p> <p>As the scheme is being withdrawn with the double yellow lines remaining in place it will contribute to delivering the Council's Corporate Improvement Plan by improving the wellbeing of people within the community by providing safe passage for all highway users.</p>	

A full impact assessment (second stage) is required	
Reasons for this conclusion	

	Name	Position	Signature	Date
Completed by	Hasan I. Hasan	Engineering Manager	HIH	11/11/2024
Signed off by	D.W.Griffiths	Head of Engineering & Transport	DWG	11/11/2024

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

4th December 2024

Report of the Head of Engineering & Transport – D.W.Griffiths

Matter for Decision

Wards Affected: Coedffranc West

(Elba Crescent and Baldwins Crescent, Crymlyn Burrows)
(Prohibition of Motor Vehicles Except for Access) Order 2024

Purpose of the Report:

To consider the correspondence received following the advertisement of the (Elba Crescent and Baldwins Crescent, Crymlyn Burrows) (Prohibition of Motor Vehicles Except for Access) Order 2024, as indicated in Appendix A.

Executive Summary:

The report outlines the proposed traffic regulation order which was formally advertised resulting in objections being received.

Background:

The scheme was prioritised by local members following representations from residents regarding indiscriminate parking practices by non-residents along Elba Crescent and Baldwins Crescent. These practices were highlighted as a road safety concern.

The traffic regulation order is required to prevent non-residents from parking indiscriminately in the interest of road safety.

The proposed scheme is indicated in Appendix A.

Financial Impacts:

The scheme is to be funded by the Council's Capital Works Programme.

Integrated Impact Assessment:

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix B, has indicated that a more in-depth assessment is not required. A summary is included below: -

A full impact assessment is not required as the traffic regulation orders will provide a safe environment for all highway users.

Valleys Communities Impacts:

There are 'No Implications' associated with this report.

Workforce Impacts:

There are 'No Implications' associated with this report.

Legal Impacts:

The proposal was advertised for a 21-day period between 9th September 2024 and 30th September 2024.

Risk Management Impacts:

There are no risk management impacts associated with this report.

Consultation:

This item has been subject to external consultation.

A consultation exercise was undertaken between 9th September 2024 and 30th September 2024.

There were 72 letters and plans delivered to the properties on Elba Crescent and Baldwins Crescent detailing the proposals.

Following a three-week consultation exercise, 2 statements of support and 1 statement of objection were received on the proposals.

A summary of the objections received are given below: -

Objections: - *Any officer observations / comments are illustrated in italics in response to the points raised.*

- a) A local business owner has objected to the proposal as customers will no longer be able to park outside of their premises.
- b) A local business owner feels that the proposal will have a direct impact on the business as a number of their customers park in the existing short stay bays on Elba Crescent.
- c) A local business owner has also raised safety concerns as students are currently dropped off in Elba Crescent away from the busy main road. If the proposal goes ahead then they will be unable to do this.
- d) The Police would not support this scheme as it places the onus of enforcement by the Police. To ensure that an offence has been committed the Police would require more than one officer to gather sufficient evidence to secure a conviction

and this places an unnecessary burden on limited police resources given the severity of the offence.

The proposed order will be an 'Except for Access' order and therefore any vehicles wanting to access the area and visit premises located directly off Elba Crescent and Baldwins Crescent will be able to do so. Vehicles not visiting property described above would be in contravention of the traffic regulation order.

Summary: - Any officer observations / comments are illustrated in italics in response to the points raised.

- a) Residents have queried whether the proposals will prevent indiscriminate parking by people attending Swansea University but are in full support of the proposal going ahead.
- b) A resident has queried whether the proposal will affect access for property maintenance but is in full support of the proposal.

The proposed order will be an 'Except for Access' order and therefore any vehicles wanting to access the area and visit premises located directly off Elba Crescent and Baldwins Crescent will be able to do so. Vehicles not visiting property described above would be in contravention of the traffic regulation order.

The Local Members have been consulted on the feedback received and support that the objections are overruled in full and the scheme is implemented as advertised.

Recommendations:

Having had due regard to the integrated impact assessment it is recommended that the objections are overruled in full to the (Elba Crescent and Baldwins Crescent, Crymlyn Burrows) (Prohibition of Motor Vehicles Except for Access) Order 2024 (as detailed in

Appendix A to the circulated report) and that the scheme is implemented as advertised.

The objectors will be notified of the decision of the board accordingly.

Reasons for Proposed Decision:

The Order is necessary to prevent non-residents from indiscriminately parking in the interest of road safety.

Implementation of Decision:

The decision is proposed for implementation after the three-day call-in period.

Appendices:

Appendix A – Plan – Prohibition of Motor Vehicles Except for Access Order – Elba Crescent – Crymlyn Burrows.

Appendix B – Integrated Impact Assessment.

List of Background Papers:

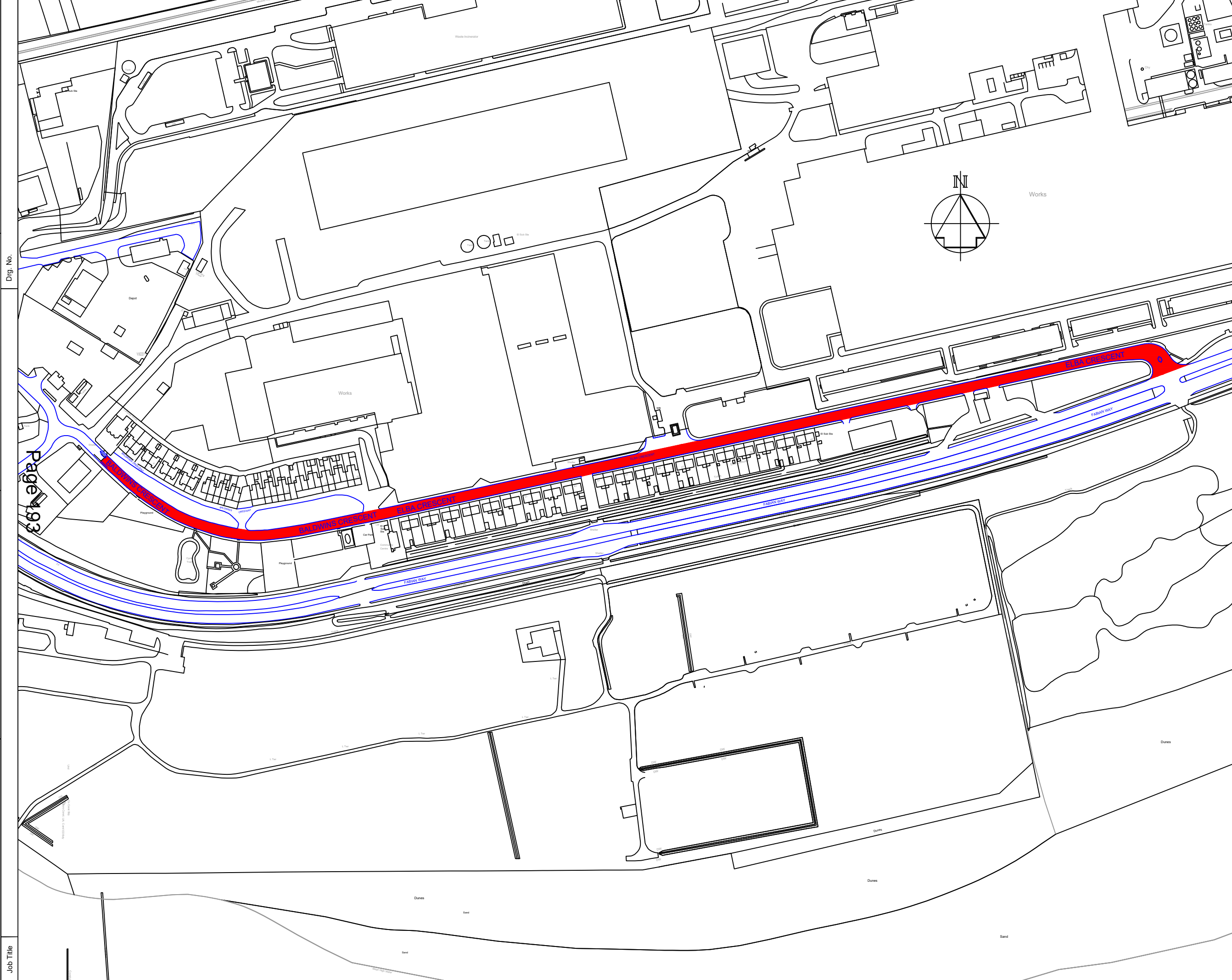
None

Officer Contact:

Mr Hasan Hasan
Engineering & Transport
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Email h.hasan@npt.gov.uk

Mr Martin Brumby,
Engineering & Transport
Tel. No. 01639 686013
Email m.brumby@npt.gov.uk

Mr Ryan L. Jones
Engineering & Transport
Tel. No. 01639 686771
Email r.jones15@npt.gov.uk



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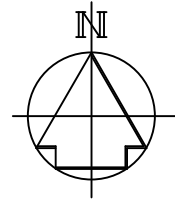
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Job Title

NOTES

1. All dimensions are in millimetres unless otherwise stated.

Key:-
 Proposed Prohibition of Motor Vehicles Except for Access Order



Rev	Details	Dr	Ch	Ap	Date

Client



ENGINEERING AND TRANSPORT
 NICOLA PEARCE BSC (Hons), Dip TP, MRTPI
 DIRECTOR OF ENVIRONMENT AND REGENERATION
 THE QUAYS, BRUNEL WAY
 BAGLAN ENERGY PARK
 NEATH SA11 2GG

Job Title **Appendix A**
Proposed Prohibition of Motor Vehicles Except for Access Order
Elba Crescent
Crymlyn Burrows

File No.	TR10.01	Financial Code No.	26.007500.B054.266406
Drawn		Checked	MCB
Date	July 24	Date	July 24
Approved		Date	July 24
Scales	NTS	Status	

Drawing No. **C6149S_01**

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1. Details of the initiative

Initiative description and summary: (Elba Crescent and Baldwins Crescent, Crymlyn Burrows) (Prohibition of Motor Vehicles Except for Access) Order 2024
Service Area: Engineering and Transport
Directorate: Environment and Regeneration

2. Does the initiative affect:

	Yes	No
Service users	Y	
Staff	Y	
Wider community	Y	
Internal administrative process only	Y	

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		N			L	There is no negative impact as the traffic regulation order is required to prevent non-residents from parking indiscriminately, thereby benefiting all highway users.
Disability		N			L	
Gender Reassignment		N			L	
Marriage/Civil Partnership		N			L	
Pregnancy/Maternity		N			L	
Race		N			L	
Religion/Belief		N			L	
Sex		N			L	
Sexual orientation		N			L	

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language	Y				L	There will be a positive impact as we welcome all correspondence in Welsh and English when dealing with the wider community.
Treating the Welsh language no less favourably than English	Y				L	There will be a positive impact because all permanent highway approved signage and road markings used in the traffic regulation orders are Bilingual (Welsh / English) with Welsh placed above English.

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		N			L	There is no negative impact as the road markings are located on the carriageway, therefore the scheme does not impact the existing Flora, Fauna or Biodiversity.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		N			L	There is no negative impact as the road markings are located away from the kerb allowing the carriageway and footway drainage to function as at present. The scheme is located within the existing road surface and as such there is no opportunity to provide additional drainage systems such as swales, soakaways etc.

6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
<p>Long term - how the initiative supports the long term well-being of people</p>	Y		<p>Within the Neath Port Talbot presently 59.6% of adults are obese or overweight (with 23.6% being obese) it is predicted that by 2025 the number will have risen to 66.5%. A quarter of children in Wales are overweight or obese (including 12.4% that are obese) Wales has a higher percentage of adolescents self-reporting to be overweight or obese compared to England, Scotland and Republic of Ireland, with rates being generally higher in boys than girls.</p> <p>Only 48.4% of adults in Neath Port Talbot are meeting the physical activity guidelines compared to 53.1% in Wales. For most people, the easiest form of physical activity are those that can be built into everyday life such as walking and commuting by active travel. By enabling active travel, the proposal will contribute to improved health benefits for users whilst reducing carbon emissions from vehicles.</p> <p>The Welsh Governments Llwybr Nweydd Wales transport strategy sets out the 20 year ambition and focuses on delivering an accessible, sustainable transport system that is good for people, communities, the environment the economy and Welsh language and culture.</p> <p>The 5 year priorities call for a transport system and infrastructure that plays its part in reducing greenhouse gas emissions whilst increasing active travel and public transport use by providing safe, accessible, sustainable transport systems that people will want to use.</p> <p>The sustainable transport hierarchy places active travel at the forefront of transport and sets out how the strategy will encourage people to change their travel behaviour to use low-carbon sustainable transport, cycling and walking as the preferred transport modes.</p> <p>The scheme will help to encourage and maintain Active Travel through maintaining the existing street scene environment, thereby benefiting the community. Furthermore, in September 2023 the Welsh Government</p>

			National 20 mph speed limit default strategy was implemented lowering the speed limit over a greater urban area of secondary estate roads within the locality reducing overall emissions and the promotion of Active Travel, walking and cycling.
Integration - how the initiative impacts upon our wellbeing objectives	Y		The traffic regulation order will prevent non-residents from parking indiscriminately thereby maintaining the existing street scene improving the community health through reduced air pollution and people walking to the local facilities, thereby contributing to other organisations goals on improving health for the population of Wales.
Involvement - how people have been involved in developing the initiative	Y		A statutory consultation exercise for the traffic regulation order was undertaken between 9 th September 2024 and 30 th September 2024. There were 72 letters and plans hand delivered to properties on Elba Crescent and Baldwins Crescent detailing the proposals. The traffic regulation order was advertised in the South Wales Evening Post, on the Council's web site and Notices posted on site. The Council received two items of correspondence supporting and one objection to the proposed scheme, it is recommended that the objections are upheld in full and that the scheme is implemented as advertised.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	Y		The various sections within the Council such as Highway Engineering and the Legal section have worked together on this initiative.
Prevention - how the initiative will prevent problems occurring or getting worse	Y		In NPT 25.5% of homes do not have access to a car. Where car ownership levels are low, residents are more likely to be reliant on public transport and active travel for their day to day needs and to access key services and employment. Poor facilities can lead to difficulty in using active travel which can cause to social exclusion and isolation, which subsequently can lead to a range of health and social problems. Facilitating more journeys by Active Travel will reduce our consumption of natural resources and act to tackle the causes and consequences of congestion, climate change, traffic pollution and noise.

			Encouraging people to be more active by providing Active Travel routes will help people to be healthy, to achieve their potential.
--	--	--	--

7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	✓
Reasons for this conclusion	
<p>After completing the assessment, it has been determined that this proposal does not require a full Impact Assessment (second stage). The traffic regulation order by preventing non-residents from parking indiscriminately will have a positive impact on service users, have no adverse impact on people who share protected characteristics or on people's ability to use the Welsh language.</p> <p>The traffic regulation order by preventing non-residents from parking indiscriminately contribute to delivering the Council's Corporate Improvement Plan by improving the wellbeing of people within the community by providing safe passage for all highway users.</p>	

A full impact assessment (second stage) is required	
Reasons for this conclusion	

	Name	Position	Signature	Date
Completed by	Hasan I. Hasan	Engineering Manager	HIH	12/11/2024
Signed off by	D.W.Griffiths	Head of Engineering & Transport	DWG	12/11/2024

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

4 December 2024

Report of

Report of the Head of People & Organisational Development – S Rees

Matter for Decision

Wards Affected: All Wards

Report Title: Strategic Equality Plan Annual Report 2023-2024

Purpose of Report

1. To present the Strategic Equality Plan Annual Report for the period 2023-2024 for consideration and approval prior to its publication in line with statutory requirements.

Executive Summary

2. The Annual Report for 2023-2024, attached at Appendix 1, provides an account of progress in meeting the Public Sector Equality Duty and in particular against the equality objectives and actions set out in the Strategic Equality Plan 2020-2024 as well as through our other plans and strategies and various initiatives and projects we have undertaken over the period. It also reports on the essential equalities employment information that the council is required to publish under the Equality Act 2010.
3. This is the fourth and final Annual Report on progress towards meeting Equality Objectives in the Authority's Strategic Equality Plan 2020-2024, the latest revised plan (for 2024-2028) having been published in September 2024.
4. As part of the duties set out Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 local authorities are required to produce and publish an Annual Report within 12 months of the end of each financial year.

Background

5. Under the Equality Act 2010, the Council is required to have due regard to the need to eliminate unlawful discrimination, harassment and

victimisation, advance equality of opportunity and foster good relations amongst and between people of different protected groups. This is known as the Public Sector Equality Duty.

6. In Wales, specific duties have been introduced under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to help public bodies carry out the Public Sector Equality Duty. These include the requirement to publish a Strategic Equality Plan and equality objectives every four years and to report on progress in an annual report for each those financial years.
7. This report relates to the final year of the revised Strategic Equality Plan 2020-2024 which was published in October 2020 and the revised actions published in January 2021.
8. Key elements of work during 2023-2024 include:
 - A Tackling Poverty team was established in July 2023 to coordinate the development and delivery of an action plan to address the issues for those with low net disposable income
 - Work was undertaken on the ground floor of Port Talbot Civic Centre to create a range of accessible meeting rooms with digital connectivity.
 - An Aging Well Engagement officer started in post in May 2023 to help advance the Ageing Well agenda across the county borough.
 - The work with schools and other relevant settings to support and provide access to work experience, training and professional development opportunities for those who are at risk of becoming not in education employment or training (NEETs) post 16 showed progress. For the year 2022/2023 the percentage of year 11 leavers who were NEET was 2.41%, at the end of 2023/2024 this figure decreased to 1.3%.
 - We recruited and trained 33 Mental Health Champions across the workforce. Champions are people with an interest in or experience of mental health problems and they are at the heart of the Time To Change Wales campaign to challenge the stigma associated with mental health.
 - The Council signed the Unison Anti-Racism Charter to demonstrate our commitment to addressing any racial disparities in recruitment, in promotions, in training opportunities, in employment relations procedures such as disciplinary and in pay. The charter aligns with our Future of Work Strategy ambition to become a proud Anti-Racist Council.
 - Neath Port Talbot County Borough Council was awarded the 'Womenspire Fair Play Employer Award' recognising our achievements towards gender equality within the workplace

- Our ongoing commitment to ensure that our website meets accessibility compliance against the 'AA' standard or above is being highlighted as best practice with our council ranked in the top 20 most accessible council websites across the UK.
- Two of our schools, Baglan Primary and Ysgol Cwm Brombil, were awarded gold and bronze status respectively in the Armed Forces Friendly Schools Cymru scheme in recognition of the support given to their service children by embedding good practice into the daily running of the school and creating a positive environment.

Financial Appraisal

9. The performance described in the Annual Report was delivered within existing budgets.

Integrated Impact Assessment

10. There is no requirement to undertake an Integrated Impact Assessment.

Valleys Communities Impact

11. The Annual Report includes progress made in delivering initiatives across the county borough, including within the valley communities.

Workforce Impact

12. There are no workforce impacts with this report.

Legal Impact

13. This annual report is prepared under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

Risk Management

14. We have a legal duty under the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011 to produce and publish an annual report every year. Failure to produce an annual report could lead to a compliance notice from the Equality and Human Rights Commission, an independent statutory agency which was established under the Equality Act 2006.

Crime and Disorder Impact

15. The Council has a legal duty under Section 17 of the Crime and Disorder Act 1998 to carry out all its various functions with “due regard to the need to prevent Crime and Disorder in its area”.

16. The Strategic Equality Plan contains specific proposals to prevent and address hate crime and domestic abuse and progress has been made to meet these proposals thereby assisting us in discharging the crime and disorder duty.

Violence Against Women, Domestic Abuse and Sexual Violence Impacts

17. The Council has a legal duty under Section 2(1) of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 when exercising relevant functions to 'have regard (along with all other relevant matters) to the need to remove or minimise any factors which:
- (a) increase the risk of violence against women and girls, or
 - (b) exacerbate the impact of such violence on victims.'
18. The Strategic Equality Plan contains specific proposals to prevent and address domestic abuse and progress has been made to meet these proposals thereby assisting us in discharging this duty.

Consultation

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

Recommendations

20. It is recommended that Cabinet considers and approves the Strategic Equality Plan Annual Report 2023-2024.
21. It is recommended that the Head of People and Organisational Development as well as, if required, the relevant Cabinet Member be given delegated authority to make such changes as may be needed to the Annual Report prior to publication, provided that such changes do not materially alter the content of the document considered by Cabinet.

Reason for Proposed Decision

22. To meet the statutory requirements set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

Implementation of Decision

23. For immediate implementation.

Appendices

24. Appendix 1 –Strategic Equality Plan Annual Report 2023-2024

List of Background Papers

25. Strategic Equality Plan 2020-2024
26. Equality Act 2010
27. Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011

Officer Contact

28. Sheenagh Rees, Head of People & Organisational Development e-mail: s.rees5@npt.gov.uk
29. Caryn Furlow-Harris, Strategic Manager – Policy & Executive Support or e-mail: c.furlow@npt.gov.uk
30. Anita James, Corporate Policy, Performance and Engagement Manager email: a.james6@npt.gov.uk
31. Laura Cooper-Smith, Corporate Policy Officer (Equalities and Welsh Language) email: l.cooper-smith@npt.gov.uk

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Neath Port Talbot Council Strategic Equality Plan 2020-2024 Annual Report 2023-2024

Mae'r ddogfen hon hefyd ar gael yn Gymraeg
This document is also available in Welsh



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If you require this report in larger print or in an alternative format, please contact the Corporate Policy Team on 07805 771506 or email: policy@npt.gov.uk

Introduction

We are pleased to present Neath Port Talbot Council's Strategic Equality Plan Annual Report for 2023-24 detailing progress on our Strategic Equality Objectives.

Published in accordance with The Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011, this report provides an overview of our work in meeting the Public Sector Equality Duty. It also sets out progress for the period 1 April 2023 to 31 March 2024 against the six equality objectives and associated actions set out in our Strategic Equality Plan 2020-2024.

Progress against our equality objectives and associated actions is mainly reported on an annual basis, however, there are instances where academic years and other time periods are reported, all of which are indicated.

This is the fourth and final Annual Report on progress towards meeting the equality objectives in the council's Strategic Equality Plan 2020-2024, the latest revised plan (for 2024-2028) having been published in September 2024.



Developments during 2023-2024

Welsh Language Promotion Strategy 2023-2028

Our revised Welsh Language Promotion Strategy 2023-2028 was adopted by Council on 12 July 2023. The strategy aims to ensure that by 2028 Welsh is much more audible and visible in local communities and used by more people in their daily lives. It sets out how we will work toward realising of the themes of increasing the number of Welsh speakers, increasing the use of Welsh and creating favourable conditions (infrastructure and context) in the county borough.

Public Participation strategy

The council's Public Participation Strategy was adopted in April 2023, and progress has since been made against a number of actions in the action plan during 2023-24.

General outreach activity has taken place utilising Electoral Commission democratic resources to engage with young people including better understanding of voting and voter registration for 16-17 years olds at Senedd and local elections.

A Children and Young People's Participation and Engagement Strategy is in place, with children and young people's and easy read versions available. Associated training has been developed and work has been undertaken with all teams within Education.



Integrated Impact Assessments

Integrated Impact Assessments (IIAs) continue to be carried out as part of policy/service development. As a public body we must consider ‘relevant evidence in order to understand the likely or actual effect of policies and practices on people with different protected characteristics’ (Assessing Impact and the Equality Duty: A Guide for Listed Public Authorities in Wales Equality and Human Rights Commission 2014).

Following an audit of Integrated Impact Assessments in 2021-2022, an action plan was developed to ensure best practice is embedded throughout the process. In November 2023, as part of the action plan, socio economic and biodiversity sections were added to the first stage assessment tool, a new section on evidence for the first stage tool was also developed.

During the year, the full Integrated Impact Assessment Guidance was also updated to help strengthen the initial identification and monitoring of any impact of decision-making.

Engagement

We undertook our ‘Let’s Keep Talking’ public engagement exercise during the summer of 2023 to ensure we had a good understanding of what matters to people now and to have clear insight about what has changed in people’s lives since we did the original ‘Let’s Talk’ exercise back in 2021-2022.

During the initial ‘Let’s Talk’ campaign it was clear that the main focus for our residents, community organisations and businesses was to keep friends, family and customers safe whilst continuing to ease restrictions and return to day to day living. Whilst these were still important to people, when asked ‘what matters to you for the future’ in the 2023 ‘Let’s Keep Talking’ campaign the responses included protecting our local economy, our environment and health and well-being. We have used the feedback we gathered through this latest exercise in developing the priorities set out in our Corporate Plan 2024-2027.

Council employees are an important and valued stakeholder group. Almost 70% live in the county borough, so have a valuable viewpoint from the perspective of both delivering and using council services.

Our first council-wide annual Employee Engagement Survey was launched on 13 March 2024. It provides a key mechanism for employee voice, enabling employees to communicate their views to the council and influence matters that affect them at work. The survey is a touchpoint in time and running it annually will help us pick out themes and trends over time and identify if things are changing – e.g. improving, staying the same or getting worse. The survey was made available in Welsh and English.

Equalities in Employment

The Equalities in employment data included is for the 12-month period 1 April 2023 to 31 March 2024, or where more appropriate, a snapshot of the workforce on 31 March 2024.

Our gender pay gap report, a snapshot as at 31 March 2024, sets out the difference between the average pay of the men and women who work in the council in 2020.

The pay data has been taken as at 31 March 2024 with a council workforce of **6549** employees which represents **(29%)** males and **(71%)** females. (The pay data excludes casual employees and all school employees.)

Data relating to the gender pay gap for the 2023/2024 is not available and will be published in a future report.

As of March 2023, the mean pay gap was 3.67% and the median pay gap 3.28%. The mean gender pay gap has decreased from 4.26% in 2022.

Progress on Objectives

Education

To ensure children and young people are the best they can be

Priority 1.1 All Children and Young People will have improved levels of attainment

Action: We will work with schools to identify those children who require specific support at foundation phase and key stages

Progress 2023-2024:

The Flying Start programme continues to be delivered across deprived areas of NPT with almost 2,000 eligible children accessing at least one element of the programme each year. Children from outside Flying Start areas are able to access support via the Outreach element of the programme, including enhanced Health Visiting support, childcare or support for an additional learning need.

Children's early speech, language and communication is supported through the Flying Start programme with delivery of both direct work with children and interventions with parents to equip families with strategies they need to support their child's language development through everyday interactions. Training is also offered to childcare settings to make environmental changes and to ensure that early years staff are equipped with the strategies to support children's communication development in their pre-school environment.

Effective transition support is available for all children and their families. This includes support from Early Years teams for children, families, childcare settings and schools to ensure transition into childcare and

education is effective. Transition for children with additional learning needs is managed effectively by the local authority, with a clear focus upon meeting the developmental needs of children.

Action: We will provide targeted support to families in need, including Armed Forces families, to reduce the potential for children to have an adverse childhood experience

Progress 2023-2024:

NPT Family (previously Family Information Service) supports families through engaging directly with parents, carers and local agencies to promote early help and support. Early intervention support for children, young people and families is provided through the multi-agency Early Intervention and Prevention (EIP) panel. In 2023/24, 1,746 referrals were received, requesting support for 2,213 children and young people.

The Families First Children and Families Parenting team provide a wide range of universal and targeted parenting support programmes and support families who have been through the EIP process. The team have supported almost 1200 individuals throughout 2023/24.

Two of our schools, Baglan Primary and Ysgol Cwm Brombil, were awarded gold and bronze status respectively in the Armed Forces Friendly Schools Cymru scheme in recognition of the support given to their service children by embedding good practice into the daily running of the school and creating a positive environment

Action: We will continue to work with schools and other relevant settings to support and provide access work experience, training and professional development opportunities for those who are at risk of becoming not in education employment or training (NEETs) post 16

Progress 2023-2024:

For the year 2022/2023 the percentage of year 11 leavers who were NEET was 2.41%, at the end of 2023/2024 this figure decreased to 1.3%.

Action: We will work with schools to identify those children who require enhanced non- academic support as a consequence of the impact of COVID-19 to help them to fulfil their potential

Progress 2023-2024:

Families First Early Intervention & Prevention Team provide support to vulnerable young people with the aim of preventing problems from escalating. In 2023-2024 85.8% of young people demonstrated an improvement in their emotional wellbeing, with 72.6% of young people reporting an improvement in their own resilience

Action: We will work with schools to ensure all pupils, particularly those from low-income families and those where Covid-19 has had particular impact, can access appropriate digital devices

Progress 2023-2024:

Adult learning have loaned digital devices to learners for hybrid learning, alongside 1:1 support with digital skills where required. Currently we have on loan: Laptops used in sessions – 20; Long term loan – 6; Use of exams – 5

Priority 1.2 All children of school age will have improved wellbeing and a greater sense of belonging

Action: We will continue to work with pupils, parents/carers and schools to reduce the number of instances of non-attendance and exclusions in all our schools

Progress 2023-2024:

We continue to support schools to increase levels of pupil attendance across primary and secondary age groups.

- Primary attendance rates for 2023/24 increase by 1.17% to 90.97%.
- Secondary attendance rates for 2023/24 increased by 1.63% to 87.61%.

37 pupils were permanently excluded from schools during 2023/24 compared to 47 the year previous.

Action: We will collect data from schools and support schools to address bullying and harassment in all its forms and work with them to address trends/issues

Progress 2023-2024:

We continue to support our schools with these areas of activities, efforts are ongoing to capture data to develop robust reporting mechanisms, patterns and trends going forward. Schools are provided with workshops and awareness raising sessions and events around managing and supporting bullying in schools.

Action: We will work with schools and other relevant settings to support pupils who are victims of bullying and work with perpetrators of bullying

Progress 2023-2024:

We continue to support our schools with these areas of activities, efforts are ongoing to capture data to develop robust reporting mechanisms going forward.

Young people who have been involved in bullying incidents, as perpetrators and victims, are provided with various levels of support by schools and Cynnydd Youth Engagement Workers who are embedded within secondary schools. Support may be in the form of welfare and wellbeing, advice and nurture or around restorative justice. Restorative approach training is offered to all schools, many schools who have taken up the training and use it to support potential bullying incidents. A growing number of schools have peer mentors and buddy systems in place to support other children and young people.

Action: We will continue to work with parents/carers of pre-school children to ensure that they are prepared for school.

Progress 2023-2024:

The Flying Start programme continues to be delivered across deprived areas of NPT with almost 2,000 eligible children accessing at least one element of the programme each year.

The Flying Start and Families First programmes enable the local authority to deliver a wide range of parenting support to help parents provide for their child's development and prepare them for learning.

The local authority continues to work with childcare providers to provide high quality part-time Flying Start funded childcare for two year olds. During 2023/24, delivery of Early Years expansion of funded childcare for two years olds commenced. The purpose of this initiative is to enable more two years old to access part-time, funded Flying Start childcare.

During 2023/24, 1129 children accessed Flying Start funded childcare, this includes 322 children eligible for childcare via the Flying Start expansion programme. During 2023/24, 1463 children aged three and four accessed funded, part-time childcare via the Childcare Offer

Action: We will work in partnership with schools and local organisations to ensure our children and young people 'are knowledgeable about their culture, community, society and the world now and in the past and respect the needs and rights of others, as a member of a diverse society'.

Progress 2023-2024:

All schools have received training and information around achieving the mandatory elements of the curriculum, many clusters have developed their own resources.

Action: We will work with schools and local organisations to ensure teaching of the new curriculum reflects the multi-ethnic nature of Wales

Progress 2023-2024:

Secondary schools continue to be supported in the delivery of a progressive curriculum and developing their own resources.

Health and Wellbeing

To promote wellbeing and good mental health and tackle mental health stigma and discrimination

Priority 2.1 Our Staff will be supported and appropriate services promoted

Action: As an employer we will raise awareness of mental health and support services

Progress 2023-2024:

In January 2024 we implemented an Employee Assistance Programme offering every employee in the council access to confidential counselling services as well as a range of other benefits which could include holistic health and well-being support, a rewards platform, etc. Currently 4.5% of the Council's employees are utilising the services of the Employee Assistance Programme, which is the average usage for a programme in the first year of its operation. It is anticipated that going forward this will increase as more employees become aware of it.

Action: As an employer we will update and implement policies to address mental health in the workplace

Progress 2023-2024:

In 23 / 24 we reviewed and updated the following employment policies, aspects of which will support mental health in the workplace:

- The Hybrid Working Framework
- Flexible Working
- Carers' Policy
- Employers for Carers Platform

- TUC Disability Passport
- Financial Well-being Strategy
- Salary Finance Platform
- Employee Assistance Scheme
- The Menopause Pledge

Action: We will provide information to employees about mental health and signpost to support services

Progress 2023-2024:

Stress management E Learning modules have been made available via the eLearning platform. The first concentrates on managing an individual's stress and suggests some relaxation exercises. It also looks at a few lifestyle ideas to help reduce stress. The second video is based on Self-care, and it looks at ways in which staff can practice looking after themselves and being positive in their outlook and the way they treat themselves. A third video concentrating on making the best of Homeworking is currently in production and will be released shortly. For 2023/2024, we had 220 staff completing stress related training.

Action: We will continue to implement our Time to Change Wales Employer Pledge Action Plan

Progress 2023-2024:

In partnership with Time to Change Wales we continue to develop and implement evidence based actions that support mental health and well-being in the workplace. We have been proud to be in partnership with TTCW since 2019.

In 2023 / 24 we recruited and trained 33 Mental Health Champions across the workforce. Champions are people with an interest in or experience of mental health problems and they are at the heart of the TTCW campaign to challenge the stigma associated with mental health. They share their story with their colleagues,

and help signpost to sources of help and advice. Two of our champions produced films of their story this year to help colleagues.

Action: We will provide training and resources for staff to help raise awareness of mental health issues and help reduce the stigma associated with mental health

Progress 2023-2024:

In addition to the actions above, we also provide Mental Health First Aid Training, as part of our core training offer.

Priority 2.2 Our Children and young people can access appropriate support

Action: We will redesign our systems relating to Emotional, Mental Health Wellbeing support to provide a simpler integrated access to services

Progress 2023-2024:

A regional Children and Young People's Emotional Wellbeing and Mental Health work stream has been established which has representation from education, health, local authority and voluntary services. The group meets monthly with the priority focus being the development of a single point of entry to be established across the region to ensure simpler access to services.

Priority 2.3 Our Communities that need support will be able to access appropriate services

Action: We will provide information to the public about mental health and signpost to support services from our website

Progress 2023-2024:

The NPT website contains a number of resources and signposting services available from various organisations, for individuals to access support around mental health. This section of the website received a total of 220 hits for April 1 2023 – March 31 2024.

Action: We will honour our commitment to the Armed Forces Covenant, ensuring that no veteran, or family member of serving personnel or a veteran, is disadvantaged by their service, when accessing health and wellbeing support and services

Progress 2023-2024:

The fourth 'in-person' Mayor of NPT Armed Forces Festival took place in October and November 2023 (the 2020 and 2021 events having been virtual due to the pandemic). One of the aims of the event is to support the Armed Forces community and raise awareness of Covenant.

In addition, an information day as part of the event featured 14 information stands (increased from 6 in 2022), including organisations that provide support to the Armed Forces community.

Action: We will contribute to the Public Services Board's work to reduce suicide rates in the county borough

Progress 2023-2024:

The LA has developed, with partner agencies, a rapid response forum for responding to suspected suicide, significant attempted suicide and the sudden death of a person under 25. Males are over-represented in this data 61 males to 18 females. Males between 28 years and 40 years account for the most at risk group, with the female at risk groups sits between 30 years and 42 years.

Whilst we want this number to reduce, there are no discernible patterns, trends or themes of note. Following a suspected suicide the rapid response forum now ensures the family, friends and communities are offered support by agencies across the region and to date there is no evidence that others connected across NPT have gone on to attempt or complete suicide.

The current rapid response process is being evaluated across the region and a report will be shared in the new year. Whilst there is no discernible patterns, trends or themes the data is limited and consideration is currently being given to what is captured, how the regional data may be enhanced by the live data tracker held by Public Health Wales and we are due to meet with an academic to look at how machine reading and AI might assist us to better understand this issue and ultimately reduce this number moving forward.

Action: We will work with Public Health Wales and Swansea Bay University Local Health Board to help address the impact of COVID-19 on health and social care staff

Progress 2023-2024:

IP&C continue to work closely with adult social care to audit care settings and minimise the risk of infection spread.

The Commissioning team are alerted whenever there is an outbreak of infection within a home and measures are put in place to minimise spread.

Action: We will work within the regional NHS Test, Trace, Protect (TTP) Service to engage all people, including those with protected characteristics in the health protection programme and we will also ensure that all people who need to access the TTP service can do so, ensuring access caters for all

Progress 2023-2024:

The NHS Test, Trace, Protect (TTP) ceases to exist since June 2022.

Personal Safety

To ensure people and communities are safe, respected and free from violence and abuse

Priority 3.1 People feel safe in their homes

Action: We will increase the reports of Violence Against Women, Domestic Abuse and Sexual Violence in Neath Port Talbot, through awareness raising and challenging attitudes

Progress 2023-2024:

The VAWDASV Communications & Engagement Group continued to meet on a quarterly basis during 23/24. The group are responsible for all communications and awareness raising regarding all forms of domestic abuse. During this reporting period; The regional Group membership was extended to include representatives from New Pathways, Department of Work & Pensions. The group supported the Annual White Ribbon campaign to end male violence against women; Promoted local and national campaigns including Clare's Law, Bright Sky, and Respect.

The monthly Community 'Safer' events held across Neath Port Talbot provided regular opportunities to promote VAWDASV awareness and signposting to local and national support services. Focus on ensuring VAWDASV is everyone's business and bringing difficult conversations into all arenas

The regional 'Heads Up' campaign was further extended across the hair and beauty industry in partnership with South Wales Police Operation Prunella and the NPT Be Safe Team. The campaign aims to upskill staff in identifying domestic abuse and providing confidence in handling sensitive conversations. Information packs distributed promoting Live Fear Free and Respect helplines as well as local service providers. The Safe Spaces campaign continues its rollout into Neath and Port Talbot Town Centres as well as all civic buildings and libraries.

Action: We will increase awareness in children and young people of the importance of safe, equal and healthy relationships and that abusive behaviour is always wrong

Progress 2023-2024:

During this reporting period, 1501 Year 6 pupils from 52 primary schools received a Healthy Relationships workshop at the annual Crucial Crew event. Stori were able to deliver Healthy Relationships education to 790 pupils across NPT and included 50 teachers in the sessions, Camau Training has delivered Healthy Relationships education to 1425 pupils in secondary schools. Camau training has been approached by a number of schools requesting further lesson delivery in topics not currently covered including: consent within relationships, sexual harassment, family dynamics and misogyny. A survey was undertaken with Safeguarding leads to assess the requirement for expansion of content. Camau Training has delivered sessions to NPT college providing information on positive masculinity and consent

Calan DVS supported 29 children and young people through its refuge services, 92 children and young people through the Ar Trac Project, 14 children through the Drawing and Talking Project, 100% of these young people reported that they felt heard and listened to. Calan's Ar Trac Team held 5 consultations with children and young people across the Neath Port Talbot area. These consultations help informed the practices of the organisation and identify any gaps in services and develop models to address the gaps

Action: Provide all victims with equal access to appropriately resourced, high quality, needs led, strength based, gender responsive services across Neath Port Talbot

Progress 2023-2024:

During 23/24 the Commissioning exercise continued which looks at suitability of current emergency accommodation provision for victims of domestic abuse. It is vitally important that we have provision that is fit for purpose and can meet the needs of any / all victims who may be in need. Current provision of floating support is diverse, with an array of victim programmes, child and young people support, and perpetrator programmes.

Priority 3.2 People feel safe in the community

Action: We will work with members of local equality groups, partners and our communities to encourage the reporting of hate incidents/crime and ensure people get support which is fit for purpose

Progress 2023-2024:

During 23/24, the Community Safety Team, Regional Cohesion Team, BME Community Association and partners have continued to raise awareness of what constitutes a hate crime and how it should be reported, plus what support is available.

Events were scheduled during Hate Crime Awareness Week and positive community cohesion events were also held to commemorate Black History Month and Windrush. NPT Pride was also supported, and the development of LGBT Brunch Clubs, plus an employee support network.

Action: We will support the use of the BME Community Association Access Card (to help breakdown language barriers when accessing service)

Progress 2023-2024:

This action is no longer considered to be relevant, as a result has been removed.

Action: We will support the BME Community Association to build on the work already undertaken in the Community Profiling exercise as well as to extend its scope

Progress 2023-2024:

The Community Safety Team continues to dedicate 2 days per week of the Community Cohesion Officers time to support the BME Community Association with its everyday operations, event planning, and its AGM. This is now a well-formed partnership which really strengthens our approach to our work with the communities and support of our minority groups.

Action: We will develop an action plan in response to the feedback from the Community Cohesion Survey

Progress 2023-2024:

The BME Community Association are reviewing their ongoing work programme. All actions will be reviewed for relevance and inform the SEP 2024-2028.

Action: We will continue to work with the BME Community Association to further understand the lived experiences of members of our BAME communities, particularly in relation of their experiences of hate incidents/crimes

Progress 2023-2024:

A total of £24,500 in third sector funding was awarded to the BME Community association in 2023/2024.

During 23/24, the Community Safety Team, Regional Cohesion Team, BME Community Association and partners have continued to raise awareness of what constitutes a hate crime and how it should be reported. With an array of community engagement events, and the continued support of sessions such as Chai and

That we continue to explore individuals experiences of being a victim of hate crime, to help further steer or campaigns and shape our services to better respond.

Employment

To ensure our workforce is more reflective of our community, our policies are fair and equitable and gender pay gaps are reduced

Priority 4.1 Our workforce reflects our diverse communities and is supported by our policies

Action: We will ensure a fair and transparent recruitment and selection process that encourages a wider talent pool and facilitates a more equal gender balance

Progress 2023-2024:

With the implementation of the iTrent recruitment module, the council is now able to offer recruiting managers the opportunity to adopt the use of anonymised application forms during the shortlisting stage of the appointment process. The applicant's name is removed from the application form, before it is provided to the recruiting manager for shortlisting, in order to reduce bias in decision making, and increase inclusivity in our recruitment practices.

Research carried out by the Chartered Institute of Personnel and Development suggests that women are more likely to progress through the recruitment process when their gender is obscured in the application process. The evidence is less clear cut in relation to ethnic minority applicants. The Council's Special Appointments Committee have committed to using anonymised application forms for Chief Officer appointments. Monitoring will determine the impact on the appointment process and inclusivity.

Action: We will promote, facilitate, analyse and monitor flexibility in the workplace at all levels, to enable women to progress and to ensure compatibility with a multi-generational workforce

Progress 2023-2024:

- We set out actions to support the progression of women in our workplaces via the Gender Equality Action Plan originally developed in partnership with Chwarae Teg via the Fair Play Employer Scheme.

Key activity in 2023 / 2024:

- Neath Port Talbot County Borough Council was awarded the 'Womenspire Fair Play Employer Award' recognising our achievements towards gender equality within the workplace
- An event was held to mark International Women's Day (8th March) with guest speakers from Chwarae Teg, and attended by the Chief Executive and employees across the Council.
- Flexible working policies and options have been re-publicised via communication channels to ensure all our employees (men and women) are aware of the opportunities available to them
- The Menopause Action Plan and Menopause Pledge are supporting and showing support to employees via communication channels and activities (see feedback above). This work won an Innovation Award at the Employee Recognition Awards 2023.
- The launch of the Ment2Be NPT mentoring scheme developed to support low paid women access advice and guidance to help them with career development and progression:
 - 10 mentors from across the council have received training from Chwarae Teg, to form our Ment2Be NPT Mentoring Network
 - 11 employees are currently being mentored by our mentoring network.
 - 5 employees are on a waiting list for mentoring; as soon as our mentors have capacity their mentoring sessions can commence

Action: We will collect and monitor data in more depth related to flexible working

Progress 2023-2024:

Presently, only successful requests for Flexible Working are returned to the HR Team. In order to ascertain whether requests are being refused, we are changing our process so that we receive all completed Flexible Working Request Forms and will monitor these to ensure compliance with our Flexible Working Policy.

Action: We will scrutinise the Shared Parental Leave uptake to monitor gender balance and encourage uptake across genders

Progress 2023-2024:

We report on the number of employees who take up Shared Parental Leave on an annual basis. For the year 2023/24, five employees took Shared Parental Leave.

Action: We will, in the spirit of the Armed Forces Covenant, include a guaranteed interview scheme for recently discharged members of the Armed Forces.

Progress 2023-2024:

The Guaranteed Interview Scheme for Veterans of the Armed Forces is in place. Data collection in relation to this will be established in 24 / 25 to enable monitoring to take place.

Action: We will consider how our policies and practices impact on our staff who are employed on casual and temporary contracts and part time contracts.

Progress 2023-2024:

We have the Charter for Casual, Temporary and Fixed Term employees which was approved by Personnel Committee in April 2019. This was developed to ensure that these employees were not treated less favourably.

Going forward, we will survey these employees and run focus groups for qualitative feedback.

Action: We will develop a BAME Equality and Diversity Action Plan, developing a set of evidenced based actions with the aim of improving equality and diversity amongst the Council's workforce

Progress 2023-2024:

As part of the Anti-Racism Action Plan, we aim to remove barriers to employment and promotion opportunities for BME Employees and have done so by trialling anonymised application forms and adding a clear Anti-Racism Statement to our Jobs website. We have added Employee Network and Anti-Racism Action Plan information into Corporate Induction sessions.

Action: We will work with staff to determine the appetite to form a BAME Employee Forum to help ensure voices are heard

Progress 2023-2024:

The Ethnic Employee Network was established with support from the UNISON Cymru National Black Member, who was seconded part-time to help us get the network up and running. The network received intensive support from a HR Manager to begin with and this is gradually reducing as the network gains confidence. The Network currently has 20 members and meets every 2-3 months. The network have established a chair from within and are now able to manage meetings and agenda self-sufficiently.

The network is consulted on major employee policy developments as a key stakeholder and help us to develop policy in a way that supports ethnic minority employees.

The Network supported a BME Recruitment Day at Port Talbot in February 2023 in partnership with the NPT BME Community Association. This was well attended and received positive reviews. Discussions are underway between HR and Network representatives to hold a similar event this year with the next taking place in Neath in late spring 2024

Action: We will work to improve our Corporate Culture, to ensure each member of staff is valued and respected

Progress 2023-2024:

As part of the Anti-Racism Action Plan, we aim to remove barriers to employment and promotion opportunities for BME Employees and have done so by trialling anonymised application forms and adding a clear Anti-Racism Statement to our Jobs website. We have added Employee Network and Anti-Racism Action Plan information into Corporate Induction sessions.

The numbers of BME job applicants to the Council has increased steadily this year:-

- 2021 / 2022 = 286 applicants
- 2022 / 2023 = 447 applicants

Number of applicants shortlisted:

- 2021/ 2022 = 38 (13%)
- 2022/ 2023 = 97 (21%)

Number of BME applicants appointed:

- 2021 / 2022 = 9 (3%)

➤ 2022 / 2023 = 23 (5%)

The Council has signed the Unison Anti-Racism Charter. In signing, the Council pledges that it will introduce the commitments outlined in the Anti-Racism Charter within 12 months. Doing so will demonstrate our commitment to addressing any racial disparities in recruitment, in promotions, in training opportunities, in employment relations procedures such as disciplinary and in pay. The charter aligns with our Future of Work Strategy ambition to become a proud Anti-Racist Council

Action: We will offer opportunities to young people not in employment, education or training (NEETs) to help them gain experience and skills in order to enter the world of employment

Progress 2023-2024:

Apprentice numbers continue to increase with 185 Apprentices currently on programmes. 75 new Apprenticeship placements were created in 23/24 with 13 achieving a qualification.

A UKSPF funded programme will see the number of apprenticeships increase further in 2024 / 2025

Action: We will revisit staff training on equalities, particular re-visiting people's understanding of disability, including non-visible disabilities

Progress 2023-2024:

A draft comprehensive Equalities Training Programme was developed in 23 / 24. Implementation of this has been put on hold pending the implementation of a new Corporate Training Management Platform, Thingi.

Priority 4.2 Our Gender Pay Gaps are reduced

Action: We will implement the Fair Play Employer Scheme Gender Diversity Action Plan.

Progress 2023-2024:

The Gender Diversity action plan has been implemented and efforts are going through partnerships to remove barriers in the workplace for all employees.

Action: We will address the gender pay gap within the Council by implementing the Fair Play Employers Action Plan

Progress 2023-2024:

Whilst the gender pay gap has been reduced through our partnership with Chwarae Teg, the aim remains for this to be reduced further and closed.

Participation

To ensure services are accessible for all and people and communities are able to better influence decisions that affect them

Priority 5.1 Our services, digital and traditional, are accessible to all

Action: We will ensure that the many services available to the Armed Forces Community are accessible on line, but also by telephone through the Veteran Gateway.

Progress 2023-2024:

The Regional Armed Forces Liaison Officer continues to support the armed forces community helping ensure that services available specifically for members of that community are accessible to all be that online or through the Veteran Gateway.

Action: We will work with organisations that support the Armed Forces Community to help reduce isolation and loneliness, which is felt by many when they leave the services or by a member of the family when the serving family member is deployed on active service or training

Progress 2023-2024:

The Regional Armed Forces Liaison Officer works closely with organisations that support the Armed Forces Community in NPT, including Bulldogs Boxing & Community Activities and Reorg Veterans Hub.

In 2023-24, Bulldogs Boxing & Community Activities were awarded £10,000 under the council's Third Sector Grant Scheme. The organisation work alongside many Armed Forces Support Organisations to help those in the Armed Forces Community, including dedicated Armed Forces Support Mentors, free access to gym classes, social events, one-to-one support and signposting to support partners.

Action: We will work through the Community Safety Partnership and the Safeguarding Board to prevent Cybercrime and protect people against exploitation

Progress 2023-2024:

Cyber Crime continues to be a standing agenda item at our Community safety Tasking Group – we receive regular updates on any cyber scams or similar, to help us develop appropriate awareness raising, training, or campaigns. Issues of concern are escalated to our Community Safety Partnership Board if further work is required.

Work continued in schools via the Police Schoolbeat Programme to educate young people on online safety.

Action: We will continuously review and update our website to improve its accessibility

Progress 2023-2024:

New public sector accessibility regulations mean that all public sector websites must meet the 'AA standard'. Our website meets this AA standard. The AA standard is part of the internationally recognised Web Content Accessibility Guidelines (known as WCAG 2.1) which sets recommendations for improving web accessibility.

Our ongoing commitment to ensure that our website meets accessibility compliance against the 'AA' standard or above is being highlighted as best practice with our council ranked in the top 20 most accessible council websites across the UK.

Action: We will work to address the barriers people and organisations face to participate on-line

Progress 2023-2024:

Digital Exclusion – A successful bid for SPF funding has enabled a cross-departmental project to tackle digital exclusion of vulnerable groups. The NPT Digital Inclusion and Digital Enablement project seeks to improve the lives of individuals by helping them stay connected, manage daily activities and be more independent and engaged. The project develops and scales up existing work to reduce digital inequality for disadvantaged groups, increasing access to digital technologies which enhance daily living/ ageing well, and supporting digitally excluded citizens to access services they need.

A multifaceted approach includes:

- A network of Digital Inclusion/Enablement staff and volunteers providing targeted support for individuals, including those with additional learning or access needs.
- Enabling affordable/free access via an Equipment Loan Library and Databank Scheme.
- Delivery of interactive courses to support digital and life skills with a qualification to improve future prospects for targeted school year 11 students

Action: We will work to identify the opportunities across the County Borough for citizens to improve their digital skills and understanding

Progress 2023-2024:

Digital Inclusion: We travel to locations all across NPT, We currently hold 13 regular Digital Inclusion drop in sessions across the whole of NPT borough. With informal welcoming Digital Inclusion Officers offering face to face Digital Inclusion sessions. Helping to reduce the barrier of limitations in transport. We also offer support on Digital Devices/Kit, that can present as a barrier.

Exclusion is a barrier of paramount importance for us to address and overcome. It is the essence of our main objective. We work with all our local libraries and community groups and centres, keeping it central in discussion when developing and delivering our services.

We work with 'The Good Things Foundation' and refer/ signpost to 'Data Banks' in our local area (Neath YMCA and NPT Digital Enablement and Assistive Technology based at Old Cimla Hospital) Overcome data poverty, whereby free SIM's can be obtained for people on low income/disabled/pension credits/unemployed, can gain free calls/txt/40GB of data per month for 6 months absolutely free. We also signpost to 'Better Broadband' service, to allow for affordable internet access to all the above demographics, in their homes. Where information on financial assistance grant schemes can be given, and set up, as part of the 'Swansea Bay City Deal'

Action: We will work with local businesses and organisations to explore alternative arrangements in accessing retail services for those experiencing difficulties due to limited digital access etc.

Progress 2023-2024:

The Digital Inclusion Team continue to offer support for those with limited digital access. we take further practical action to ensure the availability of non-digital information and services in our community spaces, by giving talks, information sessions throughout all areas, shopping centres, church groups, coffee mornings Hubs and warm spaces. We link with wider council services such as our Safe and Well, Early Intervention & Prevention, Fraud department of Trading Standards. Local Police and our Local Area Coordinators. To make sure we have a wrap around support.

Action: We will continue to support the key principles as contained in the Local Government and Elections (Wales) Bill: including programmes to support disabled candidates standing at elections, and the production of a public participation strategy

Progress 2023-2024:

Work has continued to create and maintain links and partnerships with external key stakeholders to assist with engagement with under-registered groups including young people, students, home movers and travellers

aiming to link in with specific electoral event based activity where possible prior to the May 2024 Police and Crime Commissioner election as well as the July 2024 UK Parliamentary general elections. Activity will shift over the next 12 months to providing clear and accurate voter information messaging for the upcoming Senedd elections in May 2026 which will utilise a system of proportional representation for the first time alongside significantly enlarged constituency boundaries.

The council's Public Participation Strategy was adopted in April 2023, and progress has since been made against a number of actions in the action plan during 2023-24.

For example:

- General outreach activity has taken place utilising Electoral Commission democratic resources to engage with young people including better understanding of voting and voter registration for 16-17 years olds at Senedd and local elections.
- A Children and Young People's Participation and Engagement Strategy is in place, with children and young people's and an easy read versions available. Associated training has been developed and work has been undertaken with all teams within Education.

Priority 5.2 Our communities will enjoy increased social and community cohesion

Action: We will implement the action plan in support of the Digital Charter Award for which we have recently been recognised

Progress 2023-2024:

This action plan has been implemented by the Digital Inclusion Team who run ongoing community drop in sessions, openly accessible throughout the borough

We have worked to identify networks and forge good relationships with the staff/organisations we meet through Digital Inclusion and continue to provide accredited learning pathways, through Digital Inclusion and Adult Learning provisions. We also offer in house accredited staff training, for organisations wishing to upskill their digital/I.T skillset.

Action: We will provide information and a signposting service for those who wish to learn English and/or Welsh

Progress 2023-2024:

The Council's revised Welsh Language Promotion Strategy 2023-2028 was adopted by Council on 12 July 2023. The strategy sets out how we will work toward realising of the themes of:

- Increasing the number of Welsh speakers
- Increasing the use of Welsh
- Creating favourable conditions – infrastructure and context

Our Children and Family Service has published a webpage signposting parents to useful links for learning Welsh, improving your language skills, raising your child bilingually or finding out about Welsh and bilingual services in Neath Port Talbot - <https://beta.npt.gov.uk/children-and-family-services/family-information-service/help-for-families/parenting/welsh-language/>

The Welsh language area of the council's website www.npt.gov.uk/welsh contains a page on learning and using Welsh.

Action: We will establish engagement mechanisms, for example a new Citizens' Panel, and use responses to ensure that the Council's policy making and service development is informed by what matters to people

Progress 2023-2024:

A recruitment drive to increase membership of the NPT Citizens' Panel began in October 2023. By the end of March 2024, membership was at 579.

Action: We will work with members of the Trans community to help raise awareness

Progress 2023-2024:

Appropriate mechanisms have not been in place to work with the Trans community to help raise awareness, this will be taken forward by the LGBTQ+ staff network and partner agencies in 2024-2025.

Action: We will develop/strengthen policies to respond to an aging population and support the formation of a new group to address this

Progress 2023-2024:

In May 2023, an Ageing Well Engagement officer was appointed into post.

In the year 2023-2024, the officer has engaged with approximately 200 older people and attends around fifteen groups per week

Action: We will improve physical access to the committee facilities in both Neath and Port Talbot Civic Centres

Progress 2023-2024:

Work has been undertaken in Port Talbot Civic Centre on the ground floor to create a range of accessible meeting rooms with digital connectivity. The chamber will be considered as part of a wider potential package of works in the next 18 months.

Action: We will work in partnership with relevant groups to address our shared history and explore ways to better express this within our communities

Progress 2023-2024:

2023-2024 saw the consultation and implementation of the Culture and Heritage Strategy.

January 2024 saw the commencement of Heritage, Culture, Tourism and Events Fund Case Study Investment to rejuvenate and enable the community of Pontrhydyfen to celebrate its heritage in 2025 and beyond.

Living standards

To work to reduce poverty and support independent living

Priority 6.1 People and communities will benefit from interventions to alleviate poverty

Action: We will develop an action plan to address the issues for those with low net disposable income.

Progress 2023-2024:

The anti-poverty team were established on 31st July 2023. As part of this work, The NPT PSB's Cost of Living & Poverty Prevention Partnership's Steering Group are in the process of developing an Action Plan, while also considering The Bevan Foundation's 'NPT Poverty Report 2020' solutions, which remain relevant in response to the cost of living crisis.

The plan is currently being refined, with Steering Group Partners identifying actions they can commit to for the medium to long-term, as well as how their organisations could each contribute to the overarching actions within each focus area.

The focus areas have been taken from The Bevan Foundation work that began prior to the pandemic, which the Partnership's Steering Group have committed to revisiting:

- Helping Families Make the Most of Their Money
- Supporting Families & Communities
- Fair Work & Growing Employment
- Better, More Affordable Transport

Within these focus areas, the plan includes actions such as:

- Targeted interventions framed around maximising household income and reducing living costs

- Communications campaigns – raising awareness of the help and support available
- Collaboration – building on and making effective use of partnership working
- Advocating and sharing insights

Action: We will embrace the new socio-economic duty

Progress 2023-2024:

We have embedded our socio-economic duties into the Integrated Impact Assessment (IIA) template, and run training sessions for officers to consider the importance of IIAs for decision-making.

In November 2023, the IIA first stage assessment tool was updated to include socio economic and biodiversity sections, as well as a separate section on evidence.

At the same time the monitoring section in the Integrated Impact Assessment guidance was also strengthened to ensure arrangements for monitoring the identified impacts are robust.

Action: We will ensure those families entitled to free school meals continue to receive support throughout the school holidays in line with Welsh Government guidelines.

Progress 2023-2024:

Food & Fun run by Youth Service strength to strength – more than doubling in one year from 7 schools in the summer of 2022 to a total of 15 schools in the summer of 2023.

Action: We will work with local organisations and local businesses to explore how to maintain access to appropriate cultural foods during periods of restricted movement/lockdown going forward.

Progress 2023-2024:

This is an ongoing action for the Prevention & Early Intervention Service.

Priority 6.2 People will benefit from programmes and support to live as independently as possible

Action: We will support the Regional Partnership Board to develop and continue to provide a sustainable range of services that meet demand, enabling individuals to remain at home maintaining their independence for as long as possible receiving appropriate support at times of need

Progress 2023-2024:

We continue to work with Regional Partners to look at opportunities for partnership working. We have worked with the Health Board to develop a number of supported living schemes and are currently working on a reablement offer. We are taking a regional approach to establishing true cost of care and implementing consistent uplifts.

Adult Services Principal Officers attend regional meetings and workshops applicable to their service area and are progressing with various workstreams that come out of the regional meetings.

Action: We will continue to help people to learn and interact with others so they can be part of their communities

Progress 2023-2024:

The Community Occupational Therapy Team and the Sensory Support Team continue to support people to live independently by providing aids and adaptations.

We will be implementing a residential reablement service in the new year which will support people who have become unwell to reach their full potential.

Action: We will help support people to live as independent a life as possible

Progress 2023-2024:

We are committed to fostering inclusive communities where everyone, including people with learning disabilities, has the opportunity to learn, interact, and thrive. To achieve this, we continue to support individuals in developing their skills and building meaningful connections within their communities. Our approach includes the implementation of a progression model of support, designed to help people maximise their potential.

This model provides tailored assistance at various stages of persons development, ensuring that each person receives the right level of support to achieve their goals. By empowering individuals through independent living skills and social engagement, we aim to create a more equitable and connected society.

Action: We will consider the continuation of the Safe and Well scheme to help support vulnerable members of our communities

Progress 2023-2024:

In 2022, a review of the Safe and Well scheme was conducted. The review led to the creation of a volunteer befriending service for chronically isolated individuals and a community programme for vulnerable adults. Currently, efforts are being made to review the volunteer pathway to streamline opportunities across departments.

Action: We will improve communications with our vulnerable groups through a wide range of formats to better inform and support them to live as full a life as possible during the current coronavirus outbreak

Progress 2023-2024:

This action is no longer applicable since the end of the pandemic.

Priority 6.3 Transport links are maintained or enhanced

Action: We will support community transport initiatives

Progress 2023-2024:

We continue to support Community transport initiatives. In 2023/2024, funding from third sector grants was provided to DANSA, a not-for-profit community transport service for those who are unable to access conventional public transport. Third Sector Grant awarded to DANSA Transport for 2023/2024, as a Third Sector strategic organisation, was £37,000

Action: We will lead the regional transport work with the Swansea Bay City Deal

Progress 2023-2024:

We work in partnership on the regional transport projects with the Corporate Joint Committee.

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

Report of the Head of Legal and Democratic Services

Cabinet – 4 December 2024

ACCESS TO MEETINGS/EXCLUSION OF THE PUBLIC

Purpose:	To consider whether the Public should be excluded from the following items of business.
Item (s):	Item 21 – Glamorgan Further Education Trust Fund Item 22 – The Harold and Joyce Charles Trust
Recommendation(s):	That the public be excluded from the meeting during consideration of the following item(s) of business on the grounds that it/they involve(s) the likely disclosure of exempt information as set out in the Paragraphs listed below of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007 subject to the Public Interest Test (where appropriate) being applied.
Relevant Paragraph(s):	14

1. Purpose of Report

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

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

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

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

2. Exclusion of the Public/Public Interest Test

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

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

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

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

3. Financial Implications

Not applicable

4. Integrated Impact Assessment

Not applicable

5. Valleys Communities Impact

Not applicable

6. Workforce Impact

Not applicable.

7. Legal Implications

The legislative provisions are set out in the report.

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

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

and either

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

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

8. Risk Management

To allow Members to consider risk associated with exempt information.

9. Recommendation(s)

As detailed at the start of the report.

10. Reason for Proposed Decision(s):

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

11. Implementation of Decision(s):

The decision(s) will be implemented immediately.

12. List of Background Papers:

Schedule 12A of the Local Government Act 1972

13. Appendices:

Appendix A – List of Exemptions

Appendix A

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

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

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