



***PWYLLGOR CRAFFU GWASANAETHAU
AMGYLCHEDD, ADFYWIO A CYMDOGAETH***

2.00 PM DYDD LLUN, 4 TACHWEDD 2024

***CYFARFOD AML-LEOLIAD - SIAMBR Y CYNGOR PORT, TALBOT A
MICROSOFT TEAMS***

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

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

RHAN A

1. Cyhoeddiadau'r Cadeirydd
2. Datganiadau o fuddiannau

Rhan 1

3. Ystyried eitemau o Flaenraglen Waith y Cabinet
 - (a) Adroddiad am y gyllideb (Tudalennau 5 - 11)
 - (b) Cynllun Rheoli Coedyddiaeth (Tudalennau 13 - 45)

Rhan 2

4. Ystyried eitemau o Flaenraglen Waith y Pwyllgor Craffu
Nid oedd unrhyw eitemau o Flaenraglen Waith y Pwyllgor Craffu i'w hystyried.

Rhan 3

5. Monitro Perfformiad
Nid oedd unrhyw eitemau monitro perfformiad i'w hystyried.

Part 4

6. Detholiad o Eitemau ar gyfer Craffu yn y *(Tudalennau 47 - 64)*
 - Blaenraglen Waith y Cabinet
 - Blaenraglen Waith y Pwyllgor Craffu
7. Eitemau brys
Unrhyw eitemau brys yn ôl disgrisiwn y Cadeirydd yn unol ag Adran 100B(6)(b) o Ddeddf Llywodraeth Leol 1972 (fel y'i diwygiwyd).
8. Mynediad i gyfarfodydd
Mynediad i gyfarfodydd i benderfynu a ddylid gwahardd y cyhoedd o'r eitemau canlynol yn unol ag Adran 100A (4) a (5) o Ddeddf Llywodraeth Leol 1972 a'r paragraffau eithriedig perthnasol o Ran 4 Atodlen 12A y Ddeddf uchod.

RHAN B

9. Craffu ar Eitemau Preifat
Dewis eitemau preifat priodol o Flaenraglen Waith y Cabinet ar gyfer Craffu Cyn Penderfynu.
 - (a) Pleidlais Adnewyddu Ardal Gwella Busnes (BID) Viva Port Talbot (Tudalennau 65 - 93)
 - (b) Ystâd Rheola (Tudalennau 95 - 111)

K.Jones
Prif Weithredwr

Canolfan Ddinesig
Port Talbot

28 Hydref 2024

Aelodaeth y Pwyllgor:

Cadeirydd: S.Pursey

Is-gadeirydd: Y Cynghorydd T.Bowen

Cynghorwyr: C.James, L.Williams, A.Dacey, R.Davies,
R.W.Wood, J.Jones, C.Clement-Williams,
G.Rice, B.Woolford a/ac H.C.Clarke

Nodiadau:

- (1) *Os yw aelodau'r pwyllgor neu'r rhai nad ydynt yn aelodau'r pwyllgor am gynnig eitemau perthnasol i'w cynnwys ar yr agenda cyn cyfarfodydd y dyfodol, rhaid iddynt roi gwybod i'r Prif Weithredwr/Cadeirydd 8 niwrnod cyn y cyfarfod.*
- (2) *Os yw'r rhai nad ydynt yn aelodau'r pwyllgor am fod yn bresennol ar gyfer eitem o ddiddordeb, mae'n rhaid rhoi rhybudd ymlaen llaw (erbyn 12 hanner dydd ar y diwrnod cyn y cyfarfod). Gall y rhai nad ydynt yn aelodau'r pwyllgor siarad ond nid oes ganddynt hawl i bleidleisio, cynnig nac eilio unrhyw gynnig.*

Mae'r dudalen hon yn fwriadol wag



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNCIL

Environment, Regeneration and Streetscene Services Scrutiny Committee

4th November 2024

MATTER FOR CONSIDERATION

WARDS AFFECTED: ALL

Budget 2025/26

Purpose of Report

To consider the savings and income generation proposals currently subject to early engagement, as agreed at Cabinet 2nd October 2024.

Background

On 2nd October 2024 Cabinet agreed that early engagement could be undertaken on a suite of savings and income generation proposals which have been developed to assist in closing the 2025/26 budget gap.

Appendix 1 of this report includes the proposals within the purview of the scrutiny committee.

Financial Impact

Not applicable.

Integrated Impact Assessment

Not applicable.

Valleys Communities Impacts

Not applicable.

Workforce Impacts

Not applicable.

Tudalen5

Legal Impacts

Not applicable.

Risk Management Impacts

Not applicable.

Crime and Disorder Impacts

Not applicable.

Violence Against Women, Domestic Abuse and Sexual Violence Impacts

Not applicable.

Consultation

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

Recommendations

Member of the committee scrutinise the proposals and if appropriate suggest alternatives for Cabinet to consider.

Appendices

Appendix 1 – Savings and income generation proposals

List of Background Papers

Not applicable.

Officer Contract

Nicola Pearce - Corporate Director of Environment and Regeneration

Appendix 1 – Savings and income generation proposals

Directorate	Chief Officer	Reference	Service Area	Description of how budget reduction will be delivered	Impact and risks	£
ENV	David Griffiths	ENV-A	SAB & Highway Development Control	Increase in fees and charges	Increased inspection fees could deter developers from progressing development in the County Borough.	11,000
ENV	David Griffiths	ENV-B	Transport Support	Reduction on the Council revenue spent on local bus support and utilising Welsh Government grants only to support the bus network.	Risk of criticism as LA will no longer be supporting local bus network financially with own revenue.	75,000
ENV	David Griffiths	ENV-C	Community Services Transport Unit	Cutting on call rota saving £10,000 and relying instead on private transport providers	The impact will be no out of hours service support. Mitigation is that Emergency Planning and Social Services can be supplied with contact details for external transport contractors directly to undertake emergency transport as necessary.	10,000
ENV	David Griffiths	ENV-D	Transport Management	Increase in charges to external organisations using the councils fleet repair services	Client organisations may take their business elsewhere impacting on the income streams currently achieved.	6,200
ENV	David Griffiths	ENV-E	Transport Maintenance	Additional External Income.	As above	1,800
ENV	David Griffiths	ENV-F	Road Safety	Increased charges on training courses provided to external organisations.	Could result in less organisation utilising Council operated training services.	14,000
ENV	David Griffiths	ENV-G	Maintenance - Bridges	Reduction of the maintenance budget which is relied upon for bridge inspection works and regular small scale maintenance. The budget also covers retaining structures.	Assets will continue to deteriorate and repairs will in the longer term be more expensive.	28,000
ENV	Nicola Pearce	ENV-H	Corporate	Savings to budget as the reimbursements required by City and County of Swansea Pension Fund gradually decrease.	No impact	42,000
ENV	Michael Roberts	ENV-I	Maintenance - NetMan	Reduce Asset Surveys budget from £98K to £87K.	With reducing budget and increasing costs over time there will be less accurate asset inventory and condition data on which to base highway asset management decision making.	11,000
ENV	Michael Roberts	ENV-J	Maintenance - Reactive	Reduce the number of drainage repair teams from two to one saving £130K.	Increased delays/waiting times for getting minor drainage issues and problems such as collapsed gully pipes dealt with.	210,000

Directorate	Chief Officer	Reference	Service Area	Description of how budget reduction will be delivered	Impact and risks	£
				Reduce Highway Reactive Maintenance Budget by £80k	There will be less money for severe weather response and therefore a higher probability of having to draw upon reserves. Ultimately less repair work will be undertaken on the highways which will result in a decrease in the condition of the highway network	
ENV Tudalen8	Michael Roberts	ENV-K	Maintenance - Day to day	<p>Tarmacked Bridleways - break up when next in need of repair and revert to unmade standard Rights of Way surfaces so the allocated £17K highway budget can be saved.</p> <p>Increase fees and charges for use of the highway by 10% or in line with Swansea whichever is the greater to increase income by £50K</p> <p>Reduce day to day works budget allocations for road assets - markings, signs, speed cushions, safety fences, cattle grids and the like by £105K plus reduce the consultancy support budget used for drainage feasibility work by 50% saving £25K</p>	<p>The surface of bridleways will revert to rolled stone as opposed to a tarmacked surface as is the case for the majority of bridleways in the county borough.</p> <p>No significant risk regarding fees and charges as they will still be similar to other councils.</p> <p>Less work will be undertaken on the highway network and the reduction in the consultancy budget will impact on the council's ability to draw on specialist advisors to support grant bids in the future.</p>	195,000
ENV	Michael Roberts	ENV-L	Lighting Services	<p>Start street lighting dimming earlier at 22.00hrs as opposed to 01.00hrs - Lighting would dim earlier and higher profile (£22k)</p> <p>Trim' lights to shorten 'on-time' by some 20 mins per day, with around a 10 minute saving at start and end of each night time but remaining compliant with the ILP guide suggests these values can be lowered to 20 and 10 lux respectively. (£8k)</p>	<p>Lighting would dim earlier and could have a higher public profile</p> <p>Lighting would be turned on slightly later and off slightly earlier and could have a higher public profile</p>	30,000

Directorate	Chief Officer	Reference	Service Area	Description of how budget reduction will be delivered	Impact and risks	£
ENV Tudalen9	Michael Roberts	ENV-M	Neighbourhood Management - Services	A reduction in the number of employees that deliver functions associated with litter i.e. litter and dog bin emptying and lining, litter picking etc.	Reducing the staffing resource will have an impact on the cleanliness of the borough; however, it is hoped that the digitisation of the service and subsequent route optimisation will bring efficiency savings that will assist in offsetting the impact. Half reverses resource increase provided in 22/23 (£170k)	379,000
				Reduce staff posts in fast roads teams. They set up and manage traffic management on A, B and other high risk roads to facilitate various tasks and often undertake a number of these tasks themselves e.g. litter picking.	Reducing this resource will reduce the frequency that we attend to fast roads; however, as outlined above, it is hoped that the digitisation of the service will relaise efficiency savings that will help to offset the impact. (£60k)	
				A reduction in the number of seasonal staff.	Reducing the staffing resource will have an impact on the frequency that grass is cut. At present, sites that are cut on a regular cyclic mobile grass cutting programme are cut on a 3-4 week basis. This proposal would likely result in cuts being undertaken up to every 5-6 weeks	
				Grimebuster' - Reduce the staff within this team and use staff from elsewhere in the service to carry out the work as and when required.	The vehicle will not be utilised as often and will only be used for reactive work. (£60k)	
ENV	Michael Roberts	ENV-N	Refuse and Recycling Collection	3 Weekly Refuse Collections together with the introduction of Green Waste Collection Charges. Collection of Absorbent hygiene products, green waste and all other recyclables would be on a weekly basis.	The change is very much achievable with over half of councils already doing it. Potentially some short term additional fly tipping but no real risks other than there may be more home composting, more waste taken to HWRCs, more green waste put into available space in wheeled bins. Whilst green waste charges may decrease the quantity of green waste collected and composted and the effect of three weekly collection is expected to drive up recycling more and reduce space in wheeled bins for green waste. In addition to securing financial savings the change to three weekly waste collection would better enable us to achieve the Welsh Government target of 70%	539,000

Directorate	Chief Officer	Reference	Service Area	Description of how budget reduction will be delivered	Impact and risks	£
					recycling and would in turn reduce the council's exposure to financial penalties.	
ENV Tudalen10	Michael Roberts	ENV-O	Waste and Resource Offtake	3 weekly refuse collections and green waste collection charges with weekly AHP & Green collections. Savings split between offtake expenditure and collection income in collection budget.	As above	200,000
ENV	Michael Roberts	ENV-P	Cemeteries	Increase in fees and charges associated with cemeteries to more align with those set by Bridgend CBC.	Significant increases in fees would likely bring discontent from the bereaved.	24,000
ENV	Ceri Morris	ENV-S	Development Management (DM)	Trimming of the following budget lines: [1] statutory advertising (£2,869); [2] other advertising (£3,162); and [3] professional fees (£10,000)	Will result in reduced ability to commission external consultants/specialists to assist with DM caseload.	16,031
ENV	Ceri Morris	ENV-T	Policy	Trimming of professional fees budget line.	Will result in reduced ability to commission external consultants to assist with the LDP work programme. This will lead to the requirement for more inhouse work, creating additional pressure on a small team of officers. Any further cuts may result in the Authority having an unsound plan due to the level of evidence that is required to meet the LDP Regulations.	24,547
ENV	Ceri Morris	ENV-U	Countryside	Delivered through [1] increase in income generation from fees for Statutory Orders (£2,500); [2] reduction in advertising budget (£5,000); and [3] reduction in	This will reduce ability to replace larger Wales Coast Path infrastructure such as gates and bridges. Further cuts to this budget line in the future could result in more path closures due to unsafe structures, reducing the ability to deliver our statutory function.	14,409

Appendix 1 – Savings and income generation proposals

Directorate	Chief Officer	Reference	Service Area	Description of how budget reduction will be delivered	Impact and risks	£
				expenditure of 'Other Services' budget line (£6,909)		
ENV	Ceri Morris	ENV-V	Biodiversity, Countryside & Wildlife Projects	Delivered through [1] reduction in expenditure (£8,000); and [2] increased income generation target over and above existing target (£6,695)	Continued cuts to the expenditure budget line will eventually undermine ability to work safely and ensure we have the correct/necessary equipment to deliver services.	14,695
ENV Tudalen11	Ceri Morris	ENV-W	Building Control/Regulations	Delivered through a combination of [1] the removal of Dangerous Structures out of hours cover (£11,000); [2] reduction of the 'Works in Default' budget line (£3,000); and [3] reduction in car allowance budget line (£1,000).	Removal of Dangerous Structures comes at possible risk to public safety. Even though the council has powers to act, this is not specific in carrying that out 24/7. However, there are councils that do not provide cover out of hours. In respect of the 'Works in Default' budget, generally this is adequate as all attempts are made to recover costs. However, there are occasions whereby we need to carry out work where no owner of the building/structure can be established and cost recovery is not possible. While the budget could be reduced by £3,000, this will place additional reliance upon the Capital programme contingency fund.	14,970
ENV	Simon Brennan	ENV-AA	Civic buildings	Increased income from the lease of floorspace within the Quays and possible changes to the Concierge/ facilities site officer roles.	This will increase the potential for damage/theft at The Quays but this will be mitigated by the presence of CCTV. It will also require changes to the way the staff (and any Gold command use) access the facility 'out of hours.	150,000
ENV	Simon Brennan	ENV-AB	Former Metal Box building	Changes to the management of the facility.	The changes will potentially make the available space less attractive to potential occupiers	135,000
Total						2,145,652

Mae'r dudalen hon yn fwiadol wag



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNCIL

Environment, Regeneration and Streetscene Services Scrutiny Committee

4th October 2024

Report of the Head of Streetcare Michael Roberts

MATTER FOR: Decision

WARDS AFFECTED: All Wards

Report Title: Arboricultural Management Plan

Purpose of Report

To consider and approve changes to the updated Arboricultural Management Plan and endorse a new associated Tree Inspection Operational Action Plan; in order to provide a clear guide to stakeholders on how trees on Council land, along with trees on adjacent private land, will be managed.

Background

The scrutiny committee have selected this item for pre-decision scrutiny ahead of presentation to Cabinet on the 4th December for decision.

Financial Impact

Not applicable.

Integrated Impact Assessment

Not applicable.

Valleys Communities Impacts

Not applicable.

Workforce Impacts

Not applicable.

Legal Impacts

Not applicable.

Risk Management Impacts

Not applicable.

Crime and Disorder Impacts

Not applicable.

Violence Against Women, Domestic Abuse and Sexual Violence Impacts

Not applicable.

Consultation

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

Recommendations

Following scrutiny, it is recommended that Members support the recommendation outlined in the draft cabinet report.

Appendices

Arboricultural Management Plan

Officer Contract

Name: James Davies

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Mae'r dudalen hon yn fwriadol wag



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

4th December 2024

Report of the Head of Streetcare Michael Roberts

Matter for Decision

Wards Affected:

All Wards

Report Title: Arboricultural Management Plan

Purpose of the Report:

To consider and approve changes to the updated Arboricultural Management Plan and endorse a new associated Tree Inspection Operational Action Plan; in order to provide a clear guide to stakeholders on how trees on Council land, along with trees on adjacent private land, will be managed.

Executive Summary:

The management of trees within the County Borough of Neath Port Talbot has been reviewed. Officers currently deliver tree services in line with an Arboricultural Management Plan that was adopted in 2021. This plan has been updated and new processes included in

relation to inspections and general tree management. The reason for the update is to ensure that the Council is compliant with statutory legislation and best practice guidance.

Background:

The Council is responsible for the appropriate management of its tree stock and has a duty of care to both residents and visitors alike.

In March 2021 an Arboricultural Management Plan was presented to the Environment and Streetscene Cabinet Board. The plan provided advice on how the Council would respond to requests for work in relation to trees, both on Council owned and private land. The management plan identified the detail associated with the re-active approach taken to tree management. The plan did not however identify a proactive approach to the management of the Council's tree stock. It is essential that an agreed proactive management plan is in place to ensure public safety, along with all of the other benefits associated with a healthy, well maintained tree stock. As a land owner, the Council has a legal responsibility for the Health & Safety of those who could be affected by trees on its land.

Changes have been made to the Arboricultural Management Plan in order to align the plan with newly updated legislation and Government guidance, as well as providing an overview of the proactive approach that will be taken regarding tree management.

In order to provide a more detailed and dedicated approach to tree management, an Operational Action Plan associated with tree inspections has been produced and included as an appendix to the Arboricultural Management plan.

The updated Arboricultural Management Plan and associated Tree Inspection Operational Action Plan is included as Appendix A to this report. The main policy points are as follows:

- The Zoning of the County Borough's tree stock into high risk, medium risk and low risk areas.
- The inclusion of the Tree Inspection Operational Action Plan, including inspection type and timescale for each zone.
- Amendments to the Arboricultural Management Plan in relation to tree management on both NPTCBC and private land.
- Replanting – updates associated with the replanting of trees in line with Planning Policy Wales.

Implementation of the Plan

If the updated Arboricultural Management Plan is adopted, it should be noted that it will take circa 12 months before full compliance of the Tree Inspection Operational Action Plan is achieved. An initial in depth, county wide inspection and data recording exercise needs to be undertaken. Within the 12 month period, it is proposed that the Council undertakes a full inspection of its tree stock in Zones A & B (as set out in the operational action plan), in order to identify condition and digitally plot the Council's tree stock.

This initial inspection will be extensive. Officers have set out time frames for each site type, and have suggested that the highway network inspections, woodland areas and verges be carried out externally, giving our internal Tree Surveyor enough time to complete all other site types within zones A & B within the 12 month period.

As the survey is progressed, and certainly upon its completion, it will be necessary to progress any remedial work identified.

Financial Impacts:

The Arboricultural team consists of 8 members of staff. The team includes 1 Arboriculture Officer, 1 Tree Surveyor, 2 x Arboricultural Charge Hands, 2 x Arborists & 2 x Labourers.

At present, there is no proposal to implement any establishment change and therefore, there are no additional revenue implications associated with endorsing this plan. However, in order to address the one-off peak in workload resulting from the initial in-depth survey & data recording exercise, it is proposed to utilise capital funding that has already been allocated to tree management in this financial year.

The capital funding allocated to tree management this year is a total of £170,000.00. The breakdown of spend is outlined below:

- £46,300 – to deal with known high risk Ash Dieback areas and other tree species. Tender process complete and contract awarded in line with the Corporate Procurement Rules. Work to be undertaken between Oct 2024 and Feb 2025.
- Circa £120,000 - inspection of trees within falling distances of A&B Class Roads (Zone A), C and Unclassified roads (Zone B), verges and woodland footpaths to be undertaken between April and August 2025. The survey works are timed to meet the need for Ash trees to be inspected when the trees are in leaf. It is proposed to undertake a full procurement exercise for this work. Internal staff will undertake inspections of other A&B zone sites over the next 12 months.
- Any remaining capital funding will be utilised to address high risk trees on Council owned land along the highway network, to be complete by end of 2025.

It is likely that the survey work will identify the need to undertake a significant programme of tree management works for the coming years that will require capital investment. The exact scope of this investment is currently unknown, however, based on experiences elsewhere as much as £500,000 may need to be identified in the capital programme over the next two years or so. The exact requirement will be quantified upon completion of the surveys.

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 as provided in Appendix B has indicated that a more in-depth assessment is not required. The proposal is directly related to tree safety and has no adverse impact on people with protected characteristics.

Valleys Communities Impacts:

The proposed plan will apply to the Council's tree stock located in valley communities as with other areas.

Workforce Impacts:

Changes to how we manage and undertake tree inspections will have a positive impact on operational staff, as they will be able to focus on delivering an efficient and well maintained service.

Legal Impacts:

The Council has a duty of care to protect its staff and the public from the risks posed by trees to highway users and within its land stock.

The endorsement and implementation of this plan will ensure that inspections and associated remedial works are carried out as recommended by the British Standards.

Risk Management Impacts:

Endorsing the updated Arboricultural Management Plan and associated Tree Inspection Operational Action Plan will limit the risk associated with dead, dying or dangerous trees for everyone within Neath Port Talbot. Furthermore, the adoption and implementation of the same will reduce the risk on the Council in terms of litigation.

Consultation:

There is no requirement for external consultation on this item.

Recommendations:

Having had due regard to the first stage Integrated Impact Assessment, it is recommended that Members:

- Endorse the updated Arboricultural Management Plan and the Operational Action Plan associated with tree inspections.
- Acknowledge the 12 month transition period required before full compliance with the plan is achieved.
- Note the use of the in-year allocation of capital funding for tree works included for 24/25 in the capital programme.
- Note the potential scale of future capital needs and that a further report be brought back to Members on completion of the detailed survey work.

Reasons for Proposed Decision:

To ensure the Council fulfils its Duty of Care with respect to public safety in relation to tree management, to minimise associated risks to visitors and the Council, and to appropriately maintain the Council's Tree Stock.

Implementation of Decision:

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

Appendices:

Appendix A – Arboricultural Management Plan (including new Tree Inspection Operational Action Plan)

Appendix B – First Stage Integrated Impact Assessment

List of Background Papers:

Arboricultural Management Plan 2021

[ENVIRONMENT AND HIGHWAYS CABINET BOARD/SCRUTINY COMMITTEE \(npt.gov.uk\)](https://www.npt.gov.uk/Environment-and-Highways-Cabinet-Board/Scrutiny-Committee)

Health & Safety at Work Act 1974

<https://www.legislation.gov.uk/ukpga/1974/37/contents>

Environment (Wales) Act 2016

[Environment \(Wales\) Act 2016 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2016/12/contents)

Wildlife & Countryside Act 1981

[Wildlife and Countryside Act 1981 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/1981/69/contents)

HSE – Management of the Risk from Falling Trees

[Management of the risk from falling trees or branches - FOI - HSE](https://www.hse.gov.uk/management-of-risk-from-falling-trees/)

British Standards – BS 3998:2010 Tree Works

Volume 4: NJUG Guidelines for the planning, installation and maintenance of utility apparatus in proximity to tress.

[National Joint Utilities Group \(streetworks.org.uk\)](http://streetworks.org.uk)

Officer Contact:

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Designation: Neighbourhood Services Manager

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Direct dial: 01639 686408

Arboricultural Management Plan



Neath Port Talbot Council Environment & Regeneration

APPROVED BY

Neighbourhood
Services

DATE

Sept 2024

EDITION/VERSION

2

REVIEW DATE

10.10.2024

Mae'r ddogfen hon hefyd ar gael yn Cymreig.

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Executive Summary

The aim of this plan is to ensure that the Council is compliant with all relevant statutory legislation and current best practice guidance, with regard to the management of trees and woodland within the Neath Port Talbot Borough.

This document sets out the Arboricultural Management Plan for Neath Port Talbot Council. Included within the plan:

- *Introduction*
- *Benefits of Trees and Woodlands*
- *Industry Guidance*
- *Guidelines for the management of tree on both council owned & privately owned land*

Introduction

This document has been written as a guide to all NPTCBC stakeholders on how they can expect trees to be managed on Council land, as well as guidance on how trees will be dealt with on private land where they may interact with the highway network.

In order to improve the natural environment for the residents of Neath Port Talbot, the Council will continue to enhance and safeguard our trees and woodland. The approach set out in this plan will also ensure that future generations will have access to this natural resource.

By strategically managing our tree stock within the borough of Neath Port Talbot, we will be helping to work towards mitigating both the nature and climate change emergencies.

The plan aims to ensure that any complaints or queries are dealt with appropriately and that any work undertaken is compliant with relevant statutory legislation and current best practice guidance.

In addition to dealing with requests from the public, Members and other officers within the organisation, the local authority has a legal obligation to proactively inspect and manage trees within our land ownership.

Under statutory guidance and our duty of care obligations to highway users, trees on private land, which are within falling distance of adopted highways, footpaths and bridleways, should also be managed appropriately.

It is not practicable or reasonable for owners of large areas of land to inspect each individual tree. However, organisations such as local authorities are expected to have a recognised programme for tree management.

There are in excess of 20,000 trees on Council owned land within the county borough (not including those in woodland areas). Responsibility for these trees vary between Directorates as follows:

- Formal Parks & Gardens, cemeteries, highways, children's playgrounds, industrial estates, town centres & public open space – Directorate of Environment & Regeneration.
- Sheltered homes for the elderly and adjacent land – Directorate of Social Services, Health and Housing.
- Country Parks & Schools – Directorate of Education, Lifelong Learning & Leisure.

The Arboricultural unit within Neighbourhood Services provides general professional and technical advice in relation to these trees.

Benefits of Trees & Woodland

Neath Port Talbot Council recognises the value of its tree stock and understands the social, environmental, health and economic benefits that they can provide to the community.

Trees provide the local community with a sense of place and also create a cultural and historic link to our past, whilst providing a natural educational resource.

Improving the wellbeing of our residents is a priority and providing an environment that supports local wildlife has a positive impact for local people. Parks and open spaces can provide inviting areas for exercise as well as creating a better environment to work and live.

This management plan will help to promote environmental improvements which will help to mitigate effects of air and noise pollution in populated areas.

Trees absorb and store greenhouse gases, which can help to combat climate change, as well as providing shade to assist in urban cooling. Robust root systems can improve soil stability, as well as flood prevention, meaning the management of trees can help mitigate changing environments. A well-managed tree stock can also increase the amenity value of an area, resulting in an increase to property value and a boost to the overall economic wealth of the borough.

Efficient tree management will assist the Council in creating sustainable and thriving communities, as well as managing our local environment for future generations.

Industry Guidance

Neath Port Talbot Council is responsible for thousands of trees in and around our streets, parks, schools, open spaces and woodland areas. The following section sets out current best practice and standards stated in industry and HSE guidance.

Guidance documents and legislation such as the Health & Safety at Work Act (1974), the Wildlife and Countryside Act 1981 and the Health and Safety (HSE) Management of risk from falling trees, have been reviewed to ensure compliance with legislation. This plan identifies that a reasonably practicable approach is to be taken, which is proportionate to risk. Identifying potential failures and safety issues by a way of a proactive inspection regime will reduce the risk. However, a need for reactive management will always remain.

The UK national average for the total area of land under tree cover is 13.3%, compared to the Welsh average of 19.4%. Wales has 22 local authorities, with Neath Port Talbot having the highest percentage of tree cover. A high level of tree cover provides numerous environmental and social benefits but places an additional financial burden on the authority due to the need for increased resources.

For trees situated in high footfall locations, a more proactive approach needs to be taken. The UK government recommends a maximum of 5 years between any given inspections for trees that fall into higher risk categories. However, this depends on location and condition of the tree and there is no specific or detailed guidance on this.

Due to variations on every site and location, a formulaic approach is not feasible, but duty holders must exercise well-reasoned discretion.

The need for an agreed strategy for the safe management of trees relates to the Council's duty of care as expressed under the Occupiers' Liability Acts 1957 and 1984.

Guidelines for the management of trees on Council owned land

Tree Inspections

The Council adopts an inspection regime based on industry guidance and best practice. In practice, this means that inspections will be undertaken on an 18 month to 5 year cycle for high risk/high footfall areas, and a 5 year cycle for other trees under Council ownership or on land adjacent to the adopted highway. A full breakdown of tree inspection areas is contained within an Operational Action Plan which is appended to this Management Plan (see Appendix A). Inspection frequencies can change dependent on a number of factors including the size, condition and status of the individual tree.

In order to follow a best practice approach, officers will endeavour to carry out routine inspections on a seasonal basis, with inspections taking place within a different season than that undertaken on the previous occasion. This will give surveyors the ability to ensure that both the physiological and structural conditions of the trees are evaluated. A person with the appropriate level of experience and qualifications will undertake inspections.

Inspections on individual trees will be conducted from ground level and will utilise the Visual Tree Assessment Method. Any tree with a visible defect, physical or biological, that may implicate tree safety, will result in a risk level being attributed to the tree. Consideration is then given to the level of risk and the likely implications of the tree failing. This assessment dictates whether work needs to be completed to reduce the risk, or the inspection frequency needs to be reviewed and updated for that individual tree.

All potential tree risk features and any other issues will be reported to the Arboricultural Officer and advice will be provided on whether further assessment or action is required.

Trees that are Dead, Dying or Dangerous

If a tree has been identified as dead, dying or dangerous, either as a result of a proactive inspection or from a request to inspect, relevant remedial works will be programmed in accordance with the risk and resource availability.

Any tree work conducted within the borough will be carried out to British Standards, BS3998:2010 tree work and industry best practice. Appropriate ecological assessment and mitigation will form part of this best practice, in line with our Biodiversity Duty under the Environment (Wales) Act 2016.

Overhanging Branches

When branches from trees on Council owned land are overhanging a property, footway or carriageway, a visual tree assessment will be carried out to evaluate the risk. If the branches are found to be structurally sound, there is no legal requirement for removal. However, the authority has a statutory requirement to follow guidance on minimum height clearances on both footways (2.5 Metres) and carriageways (5.3 Metres).

If the tree is deemed healthy, branches will only be removed if they fall within the minimum clearance heights disclosed above, or they constitute a legal nuisance. Each case will be assessed individually and any mitigating circumstances may be taken into consideration.

Size of Trees

Upon receipt of a request to inspect or undertake works to a tree owing to its size, the most recent inspection will be reviewed. If it is deemed relevant for a re-inspection to take place then a visual tree assessment will be undertaken to evaluate safety. Large trees are not necessarily dangerous and if inspection of the tree deems no danger, then arboricultural work is unlikely.

Interference with Light

There is no general 'right to light'. Any legal right to light has to be acquired as an easement, so therefore will only be relevant in special cases relating to particular properties. It should be noted however that easements of light does not extend to gardens. No work will be carried out to trees on Council owned land where there is a claim of right to light unless there is a legal claim to do so.

Interference with Overhead Cables:

Overhead cables are the responsibility of the relevant utility companies. Any work carried out by the utility companies or appointed contractors should follow British Standard, BS3998:2010 & NJUG Guidelines for the planning, installation and maintenance of utility apparatus in proximity to trees, Vol 4. Utility companies will be contacted regarding any concerns with branches interfering with their cables.

Interference with Satellite/TV reception

There is no legal requirement to prune or fell healthy trees to provide an improved satellite/TV reception. The Council will not carry out arboricultural works to trees where there is a claim of trees affecting such reception.

Anti-Social Behaviour:

It is recognised that in certain circumstances, trees can provide shelter for individuals/groups who cause a nuisance or pursue illegal activities.

Where such circumstances are brought to the attention of the Council, advice will be given on possible works that may be carried out to trees to reduce the problems being encountered. This work may involve improving the view for CCTV or increasing the policing of areas. This work would be subject to budget and resource availability.

Shedding of Leaves

The shedding of leaves and leaf litter is a natural process and there is no legal requirement to clear fallen leaves. The Council will not clear leaves from private properties. However where a potentially serious problem may occur, e.g. blocking of drains likely to cause damage, some arboricultural works may be carried out to help alleviate the problem.

Trespassing of Root Systems

If the tree in question is deemed healthy and safe, there is no legal requirement to remove trespassing roots unless damage is occurring to adjacent properties. The onus to prove that damage falls on the affected landowner.

Each case will be evaluated on its own merit. Once authorised, any works considered necessary will be undertaken as soon as reasonably practicable.

Tree Protection Order

Normally, trees on Council owned land would not be subject to tree preservation orders. The principle applied to protecting trees on private land will be applied to trees on Council land when there are any development proposals.

Biodiversity

There is legislation with regards to the protection of wildlife, which needs to be considered when carrying out works to trees, such as the:

- Wildlife & Countryside Act 1981 (as amended) – Protecting wild birds, their eggs, young and nests.
- Conservation of Habitats and Species Regulations 2017 – Giving additional protection to bats roosting in trees.
- Environment (Wales) Act 2016 - particularly in relation to the biodiversity and resilience of ecosystems duty under Section 6 that requires public authorities to maintain and enhance biodiversity. This is also a requirement of the ‘a resilient Wales’ wellbeing goal under the Wellbeing of Future Generations (Wales) Act. 9

When planning works to trees, the effects on wildlife will be given full consideration and the Countryside and Wildlife Team consulted as required. This will ensure the protection of wildlife such as nesting birds, bats, badgers etc. Any tree work will be subject to appropriate ecological surveys (including for nesting birds, dormice and bat roosts), mitigation to ensure maintenance and enhancement of biodiversity and protected species licenses will be secured where required before works begin. Only essential work will be undertaken within nesting season, with appropriate surveys. If nesting birds are identified, work will stop until the chicks have fledged the nest. Where works of an urgent nature to protect life are identified, the Countryside and Wildlife Team will be consulted to help to identify the best course of action.

Disease

Any diseases identified within the Council's tree stock will be assessed and reviewed for both public safety and the health of the remaining tree population. Both the short term and longer term impacts would be reviewed, including planning of associated work.

Our inspection regime follows a best practice approach, where by inspections will be carried out on a seasonal basis. This will assist in the identification of fungi, pests and diseases, which may only be present at a specific time of the year. A person with the appropriate level of experience and qualifications will undertake inspections.

Tree Replacement

If a tree with a tree preservation order is required to be felled, then it will be replaced at a ratio of 3:1 equivalent to the quality, environment and ecological importance to the tree lost and this must be preferably onsite, or immediately adjacent to the site of at least 3 trees of a similar type and compensatory size planted for every 1 lost.

For other trees, the 3:1 ratio will be used as a guideline, but officers will work with the Countryside and Wildlife Team to ensure that this ratio is appropriate for the area, and where necessary, the number of replacement trees may be reduced or alternative enhancements pursued. For example, in situations where tree planting at a 3:1 ratio would cause damage to other habitats such as grassland or heathland.

Guidelines for the management of trees on privately owned land.

All trees on privately owned land are the responsibility of the land owner, occupier or tenant as specified in the Occupiers' Liability Act 1957 and 1984. Where any flora on private land is becoming a problem, the authority can serve a legal notice on the owner/occupier, requiring the work to be completed within a stated timeframe. If the work is still not carried out, the Council may undertake the work and claim back all reasonable costs incurred.

Tree Inspections

All trees on privately owned land are the responsibility of the landowner/tenant. All landowners making enquiries regarding the safety of trees on their land will be advised to arrange for those trees to be inspected by a suitably qualified arborist.

Trees that are Dead, Dying or Dangerous

Landowners have a legal requirement to ensure that trees on their property are maintained to a safe standard. Local Authorities have powers to enforce the removal of dangerous trees. Landowners are advised to act swiftly on any reports arising from tree inspections or complaints from neighbours etc.

Members of the public who are concerned about trees on land in private ownership are advised to firstly contact the landowner, if this does not resolve the issue then they will need to seek advice from their solicitors. The Council will only use its powers where trees on private land are deemed to be a danger to the highway or Council assets.

Overhanging Branches

If overhanging branches are healthy and structurally sound, there is no legal requirement for their removal, except where they constitute a legal nuisance. There is however a statutory requirement on Local Authorities that the following minimum height clearances are maintained over public footpaths and adopted highways:

Public Footpaths – 2.5 metres

Adopted Highways – 5.3 metres

If branches are overhanging into a neighbouring property, the advice will be for them to speak to the landowner with their concerns. If the landowner refuses to co-operate, the complainants have a right to cut back the offending branches to their boundary only. To comply with the law they should offer these branches back to the landowner but if the landowner does not wish to accept them it is the person who cut them who has the responsibility to dispose of them correctly.

The advice to landowners is to maintain their boundary adjacent to the highway, by retaining the branches within the heights stated above. If a

landowner fails to do so this it will result in the Local Authority serving notice upon them to remove the offending branches. After a reasonable amount of time, if the work has not been completed, the Authority will proceed with the work and recharge the landowner for all costs incurred.

Interference with Light

There is no general 'right to light'. Any legal right to light has to be acquired as an easement, so therefore will only be relevant in special cases relating to particular properties. It should be noted however that easements of light do not extend to gardens.

The Local Authority has no legal powers to become involved and will only advise the public to speak with the landowner concerned. If an individual feels they have a legal right to light, they need to consult with their solicitor.

Interference with Satellite/TV reception

There is no legal requirement to prune or fell healthy trees to provide an improved satellite/TV reception.

Advice will be given that the person making the query should speak to the landowner direct. The Council will not become involved in such matters.

Interference with Overhead Cables

Legal responsibility to maintain clearance around overhead cables to provide an uninterrupted service to their customers lies with the relevant utility companies.

The Local Authority has no legal powers to become involved. The person raising any concerns with branches interfering with utility cables must contact utility companies direct.

Shedding of Leaves

The shedding of leaves and leaf litter is a natural process and there is no legal requirement to clear fallen leaves from private property.

The Council will not clear leaves from private properties. However if there are concerns that falling leaves from private land is causing damage to a person's

property they shall be advised to speak with the landowner and should that fail then consult with their solicitor.

Trespassing of Root Systems

If the tree in question is deemed to be healthy and safe, there is no legal requirement to remove trespassing roots unless damage is occurring to adjacent properties. The onus to prove that damage is on the affected landowner.

Advice from the Council shall be for the person who claims damage to their property to speak with the landowner. Should that fail then they will need to obtain a report from a suitably qualified individual/company to prove that the tree is causing the damage. If no further action is taken by the land owner after the production of the report, legal advice should be considered via a solicitor.

Tree Protection

The Council has legal powers to protect trees on private land from damage by third parties, which may include land owners, developers or residents.

Before carrying out or authorising any work to any tree, all landowners have a legal responsibility to check that the tree is not covered by a Tree Preservation Order (TPO) or is not growing within a conservation area. If there is a TPO in existence then permission has to be sought from the Local Authority prior to any works being undertaken. If an area of trees are to be felled, Natural Resources Wales may also need to issue a felling license.

Biodiversity

There is legislation with regards to the protection of wildlife which needs to be considered when carrying out works to trees, such as:

- Wildlife & Countryside Act 1981 (as amended) – Protecting wild birds, their eggs, young and nests.
- Conservation of Habitats and Species Regulations 2017 – Giving additional protection to bats roosting in trees.
- Environment (Wales) Act 2016

Further advice regarding issues related to this topic may be sought from the Council's Countryside and Wildlife team.

High Hedges

There is legislation with regards to evergreen hedges growing on land that affects neighbouring properties. Advice regarding such issues may be sought from the Enforcement Section within Planning Services.

Tree Replacement

There will be occasions when following the above guidance that trees will need to be felled. Land owners are encouraged to follow biodiversity guidance and replace 3:1 as suggested in current legislation.

Conclusion

Full implementation of this management plan will ensure that the Council dispenses its duties associated with the management of trees and that appropriate action is taken as necessary to protect members of the public and its employees.

Trees in woodland areas raise different issues to trees in and around streets, parks and open spaces, and are therefore subject to different management processes. For this reason, woodland areas have been excluded from this management plan. Where individual trees within a woodland are adjacent to properties, highways and areas open to the public the guidance in this document will apply.

Contact Information

Anyone seeking advice on issues related to trees on land within the county borough should contact the Council in the following manner:

www.npt.gov.uk

♣ Where the query is in relation to the protection of trees and existing tree preservation orders then contact should be directed to:

Planning Services – Enforcement

01639 686779

email: PlanningEnforcement@npt.gov.uk

♣ Where the tree is on Council land and is a general query then contact should be directed to:

www.npt.gov.uk

01639 686868

♣ For all Biodiversity Issues

01639 686221

biodiversity@npt.gov.uk

Useful Websites

www.naturalresourceswales.gov.uk

Appendix A – Operational Management Plan

Operational Action Plan – Tree Inspections

This operational plan sets out the inspection type and timeframe based on which zone the site has been categorised within. Each site type has been assessed and categorised based on the value of the static targets and volume of mobile targets that are found at the site.

Zone A – High Risk (medium to high value static targets and above average mobile targets such as high pedestrian and / or vehicle access). Full 360 survey to be carried out every 3 years.

Site Type
Schools
A & B Roads (103km)
Playgrounds & Public Open Spaces
Country Parks / Formal Parks & Gardens
Cemeteries & Crematorium
Allotments
Town Centres / Residential Streets
Highway Verges

Zone B – Medium Risk (low value static targets and below average mobile targets, pedestrian and / or vehicle access). Drive by or walkthrough survey to be carried out every 5 years

C Roads & Unclassified (651km)
Woodland areas – within falling distance of a public footpath.

Zone C – Low Risk (areas are woodlands and groups of trees with no designated footpaths or areas which are difficult and rarely accessed due to dense undergrowth and inhospitable terrain). No regular inspections will be undertaken.

Woodland

**Inspection frequencies can change dependent on a number of factors including the size, condition and status of the individual tree.*

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary: Update of the Council's Arboricultural Management Plan.
Service Area: Neighbourhood Services
Directorate: Environment & Regeneration
Strategic Decision: Yes

2. Does the initiative affect:

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

3. Evidence used in the Assessment

Relevant legislation and guidance have been reviewed in order to ensure compliance through implementation of the plan. Similar management plans from neighbouring local authorities were studied to understand positive and negative impacts of implementing certain strategic decisions.

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

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L/D	Reasons for your decision and details of the impact
Age		X				
Disability		X				
Gender Reassignment		X				
Marriage/Civil Partnership		X				
Pregnancy/Maternity		X				
Race		X				
Religion/Belief		X				
Sex		X				
Sexual orientation		X				

5. 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			Policy will be made available in both Welsh & English

6. 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				L	The arboricultural management plan outlines how ecological assessment will be built into tree management processes. Any tree work will be subject to appropriate ecological surveys (including for nesting birds and bat roosts) and mitigation to ensure maintenance and enhancement of biodiversity. If potential for nesting birds, bat roosts or other features of ecological interest are identified, the Countryside and Wildlife Team will be consulted to assist with planning of any required remedial works and enhancements.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.	x				L	The arboricultural management plan will lead to the removal of diseased, dead or dying trees with the aim to improve the overall health of the tree stock. Where the death of a tree and its subsequent removal will have a negative impact on air quality or flood alleviation, this will be identified as part of the tree inspection process and necessary mitigation and enhancement will be arranged.

7. 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	X		By strategically managing our tree stock within the borough of Neath Port Talbot, we will be helping to work towards mitigating both the Nature and Climate change emergencies.

	Yes	No	Details
Integration - how the initiative impacts upon our wellbeing objectives	x		The plan will allow the service to be managed effectively, as opposed to the current reactive approach.
Involvement - how people have been involved in developing the initiative	x		An integral part of tree management is collaboration which will take place with numerous stakeholders such as, Utility Companies, Private Land Owners, contractors and other council departments. Feedback from other departments and neighbourhood officers have been considered throughout the process in order to ensure that implementation of the plan will benefit the wider authority.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions	x		As Above
Prevention - how the initiative will prevent problems occurring or getting worse	x		The aim of the plan is to ensure that the council is compliant with statutory legislation and best practice guidance. This will reduce the risk of our tree stock to public safety and stationary assets.

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

A full impact assessment (second stage) is not required	<input checked="" type="checkbox"/>
Reasons for this conclusion	
No specific impact on protected characteristics or Welsh language, and sustainable management of tree stock.	

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

	Name	Position	Signature	Date
Completed by	Laura Owens	Neighbourhood Asset & Project Manager	L. Owens	11.10.2024
Signed off by	Mike Roberts	Head of Streetcare	M. Roberts	24/10/24

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Mae'r dudalen hon yn fwiadol wag

CABINET Forward Work Programmes 24/25

KEY – Items marked in Green have been added to the Planner.

Meeting Date	Agenda Item	TYPE	Contact Officer	Purpose of Report	Called for Scrutiny	Cabinet Portfolio Holder	Relevant Scrutiny Committee
Cabinet 4 th December	Revenue Budget Monitoring 24-25	For Decision	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	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
	CSSIW Assurance Check	For Monitoring	Angela Thomas/ Hayley Short		Yes 12 th December	Cllr J. Hale Portfolio 7	Social Services, Housing and Community Safety
	Treasury Management Mid Year Review	For Monitoring	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Setting of the Council Tax Base	For Decision	Huw Jones			Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Third Sector Grant & Commissioning Arrangements	For Decision	Caryn Furlow		YES 28 th Nov	Cllr S. Knoyle Portfolio 2	Community, Finance and Strategic Leadership
	Audit Wales Report - Springing Forward Strategic Assets		Dean Nicolas/ Simon Brennan			TBC	TBC
	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 28 th November	Cllr.S.Knoyle Portfolio 2	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
	Unpaid Carers Ombudsman Report	For Monitoring	Angela Thomas Hayley Short		Yes 23 rd January 2025	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety.

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Eitem yr Agenda6

Risk Management and Complex Community Case Work	For Monitoring	Angela Thomas Hayley Short		Post 12 th December 2024	Cllr. J.Hale Portfolio 7	Social Services, Housing and Community Safety
Support visits by Education Support Officers in Schools	For Monitoring	Mike Daley	Provides an update on the progress to date with the actions that follow any support visit across all our schools.		Cllr. N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Strategic Equality Plan Annual Report 23/24	For Decision	Anita James/ Caryn Furlow- Harris	The Annual Report for 2023/2024 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.	YES 17 th Oct	Cllr.S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership
Community Focussed Schools	For Monitoring	Mike Daley	Provides an update on the progress of the Community Focussed Schools		Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Elective Home Education	For Monitoring	John Burge	All information available on children and young people who are now Educated at Home.		Cllr N.Jenkins Portfolio 3	Education, Skills and Wellbeing
Flood Risk Management Plan	For Decision	Mike Roberts/ Steve Owen		YES 19 th July	Cllr. S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
Permission to Consult on the Business Case Remodel for Dom.Care	For Decision	Angela Thomas		Yes 7 th November	Cllr. J. Hale Portfolio 7	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.
Children's Commissioning Placement Strategy NPTC 2024-2027	For Decision	Hayley Short			Cllr. S. Harris Portfolio 6	Social Services, Housing and Community Safety.
Fire Safety Guidance Impact Report	For Monitoring	Hayley Short	Decision is required on this item.		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

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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
	Updating the Side Waste Policy	For Decision	Mike Roberts	To seek Member approval for an updated Side Waste Policy (further to Measure 6 of the approved Waste Strategy Action Plan)	Awaiting Confirmation 6 th Dec	Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	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
	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
	Regional Transport Plan	For Decision	David Griffiths/Brennan Griffiths/Amanda Phillips		NO	Cllr W.Griffiths	Environment, Regeneration and Streetscene Services
	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
	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.	NO	Cllr.S.Jones Portfolio 10	Environment, Regeneration and Streetscene Services
	Self Assessment 2023/2024	For Decision	Louise McAndrew/ Anita James		YES 28 th Nov	Cllr. S.Knoyle Portfolio 2	Community, Finance and Strategic Leadership

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Tudalen51	Regeneration Strategy	For Decision	Andrew Collins	Work is being undertaken to produce a strategy which will form a reference and guide for future Regeneration Projects going forward	YES 6 th Dec	Cllr.J.Hurley Portfolio 4	Environment, Regeneration and Streetscene Services
	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
	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)	Awaiting Confirmation 6 th Dec	Cllr. S.Jones, Portfolio 10	Environment, Regeneration and Streetscene Services
	Margam Park Business Plan	For Decision	Chris Saunders		YES 5 th December	Cllr. C.Phillips Portfolio 5	Education, Skills and Wellbeing
	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
	Vulnerable Learners Service	For Monitoring	John Burge	Update on the support offered by the Vulnerable Learners Service and the impact it has had on pupils and families in NPT		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 Tudalen52	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 6 th Dec	Cllr. W.Griffiths Portfolio 9	Environment, Regeneration and Streetscene Services
	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
	Permission to Consult on the Business Case Remodel for Dom.Care	For Decision	Angela Thomas		23 rd January 2025	Cllr. J. Hale Portfolio 7	Social Services, Housing and Community Safety.
	Permission to Proceed with Remodelling of Care and Support at Trem y Glyn	For Decision	Angela Thomas		To be Confirmed	Cllr. J. Hale Portfolio 7	Social Services, Housing and Community Safety
	Housing Mid Point Strategic Review	For Decision	Chele Howard Hayley Short		Yes 23 rd January 25	Cllr A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Neath Port Talbot Events Strategy	For Decision	Chris Saunders		YES 16 th Jan	Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Permission to tender Accommodation Models for Young People	For Decision	Keri Warren	Private Item	Yes 23 rd Jan	Cllr. S.Harris Portfolio 6	Social Services, Housing and Community Safety
	Library Strategy	For Decision		To approve the Library Strategy		Cllr.C.Phillips Portfolio 5	Education, Skills and Wellbeing
	Education, Leisure and Lifelong Learning Strategic Development Plan.	For Monitoring	Chris Millis	Provides an Update on the Progress to date with the Actions from within the Education, Leisure and Lifelong Learning Strategic Development Plan.	YES 16 th Jan	Cllr.N.Jenkins Portfolio 3	Education, Skills and Wellbeing
	Young People Housing Support Grant Funded Services (Permission to Re-tender).	For Decision	Hayley Short/ Chele Howard	Proposal for the recommissioning of Young People Housing Support Grant Funded Services		Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Aberavon Seafront Masterplan	For Decision	Chris Saunders	To adopt the Seafront Strategy	Scrutiny 16 th Jan	Cllr. Cen Phillips Portfolio 5	Education, Skills and Wellbeing
	Permission to Tender Supported Accommodation	For Decision	Hayley Short	Private Item		Cllr.A.Llewelyn Portfolio 8	Education, Skills and Wellbeing

	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.	Yes, 23 rd Jan	Cllr. A.Llewelyn Portfolio 8	Social Services, Housing and Community Safety
	Policies for the use of artificial grass and installation of honeybee hives on NPT Council / managed land.	For Decision	Ceri Morris/ Lana Beynon		TBC	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

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

Tudalen54

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) Tudalen55							
	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
	Safeguarding Support within Schools	For Monitoring	John Burge	Overview of all Safeguarding Advice and Training offered to Schools	YES 22 th Jan	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
	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 19 th 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
	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
		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	

Tudalen56

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	

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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
	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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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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Environment, Regeneration & Neighbourhood Services Scrutiny Committee

(All starting 10am unless otherwise stated)

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Meeting Date	Agenda Item	Contact Officer
2024		
19th July	Selected from Cabinet Forward Work Programme	
	Part Night Street Lighting Pilots Report (For Decision)	Mike Roberts
	Flood Risk Management Plan (For Decision)	Mike Roberts/ Steve Owen
20th September	Selected from Cabinet Forward Work Programme	
	The Active Travel (Wales) Act 2023 – Neath Port Talbot Active Travel Delivery Plan (2024 – 2029) (For Decision)	Amanda Phillips David W. Griffiths
4th November 2pm-4pm	Selected from Cabinet Forward Work Programme	

	Rheola Estate (For Decision)	Simon Brenan
	Arboriculture Management Plan (For Decision) (Moved from September Meeting)	James Davies
	Budget Report (For Decision)	Huw Jones
	Viva Port Talbot Bid Renewal Ballot 2024 (For Decision) (Moved from September meeting)	Andrew Collins
8th November	Selected from Cabinet Forward Work Programme	

	Disposal of Off Street Pay and Display Car Parks (Capacity and Utilization Review) (For Decision) (Moved from September Meeting)	Dave Griffiths/ Ian Rees
	Improving recycling performance and Budget Delivery (For Decision)	Mike Roberts
	Pilot of Access Approach to Formal Parks and Gardens (For Decision)	James Davies
6th December	Selected from Cabinet Forward Work Programme	
	Fleet and Heavy Plant Renewals (For Decision)	Kevin Lewis
	Regeneration Strategy (For Decision) (Moved from November 8th meeting)	Andrew Collins
	Regional Transport Plan (For Decision) (Moved from November 8th meeting)	David Griffiths/Brennan Griffiths/Amanda Phillips
	Corporate Plan Annual Report 23/24 (For Decision)	Noelwyn Daniel

2025		
31st Jan	Selected from Cabinet Forward Work Programme	
14th March	Selected from Cabinet Forward Work Programme	
2nd May	Selected from Cabinet Forward Work Programme	
	Selected from Cabinet Forward Work Programme	

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