



C O U N C I L S U M M O N S

To all Members of Council

You are hereby summoned to attend a

MEETING OF THE COUNCIL

to be held at 2.30 pm on

WEDNESDAY 30 March 2016

in the

COUNCIL CHAMBER - PORT TALBOT

Prayers will be said by the Mayor's Chaplain prior to the commencement of the meeting.

--- A G E N D A ---

PART A

1. *Mayor's Announcements.*
2. *To receive any declarations of interest from Members.*
3. *To receive and, if thought fit, confirm the Minutes of the previous meeting of Council: (Pages 3 - 26)*

Civic Year 2015/16

27.01.16

03.02.16

17.02.16

PART B

4. *Nominations for Mayor - Elect and Deputy Mayor - Elect for 2016/17.*
5. *Joint Report of the Director of Finance and Corporate Services and the Head of Corporate Strategy and Democratic Services re: Members Remuneration and Expenses 2016/17 (Pages 27 - 58)*

PART C

6. *To receive the following-and any questions raised by Members, or any matters to be raised by Cabinet Members:- (Pages 59 - 146)*

Record of Executive Decisions of the Cabinet and Cabinet Boards.

PART D

7. *To receive any questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules.*
8. *Any urgent items (whether public or exempt) at the discretion of the Mayor pursuant to Section 100B (4) (b) of the Local Government Act 1972.*

Sh P.


Chief Executive

**Civic Centre
Port Talbot**

Tuesday, 22 March 2016

COUNCIL

(Civic Centre, Port Talbot)

Members Present:

27 January, 2016

The Mayor: Councillor A.P.H.Davies

The Deputy Mayor: Councillor Mrs.S.M.Penry

Councillors: H.M.Bebell, A.Carter, Mrs.A.Chaves, D.W.Davies, Mrs.R.Davies, Mrs.J.Dudley, M.Ellis, M.Harvey, S.K.Hunt, H.N.James, Mrs.L.H.James, M.L.James, R.James, A.Jenkins, E.E.Jones, M.Jones, Mrs.D.Jones, R.G.Jones, D.Keogh, E.V.Latham, D.Lewis, Mrs.K.Lloyd, A.R.Lockyer, J.Miller, Mrs.S.Miller, C.Morgan, J.D.Morgan, Mrs.S.Paddison, Mrs.K.Pearson, D.M.Peters, M.Protheroe, L.M.Purcell, S.Rahaman, P.A.Rees, P.D.Richards, J.Rogers, A.Taylor, A.J.Taylor, A.H.Thomas, R.Thomas, J.Warman, D.Whitelock, I.D.Williams, Mrs.L.G.Williams and A.N.Woolcock

Officers in Attendance: H.Jenkins, A.Evans, G.Nutt, N. Jarman, Mrs.N.Pearce, D.Michael, Mrs.K.Jones, C.Morris, R.George and Mrs.A.Manchipp

Representatives of the Translation Service: Present

1. **MAYOR'S ANNOUNCEMENTS.**

It was with great sadness that the Mayor announced the recent death of the mother of Councillor Alun Llewelyn and the brother in law of Councillor Kristine Lloyd.

As a mark of respect, Members stood for a minute's silence.

The Mayor advised Members that Councillor Rebeca Phillips had given birth to a son, Macsen Lewis Phillips.

In addition the Mayor announced the following recipients in the New Year's Honours:-

Mr Stephen Thomas Richard Absalom, Chairman of Dyffryn Clydach Volunteers, from Neath Abbey - Member of the Order of the British Empire for Services to the Community and to the Environment:

Jane Elizabeth Ailwen Phillips, better known as Sian Phillips, Actor, who is from Gwaun Cae Gurwen – CBE for Services to Drama.

Council extended its congratulations.

2. **MEMBERS' DECLARATIONS OF INTEREST**

The following Members made declarations of interest at the commencement of the meeting:-

Councillor Mrs.R.Davies	Re: Minute No 3 of the Policy and Resources Cabinet Board of 3 December as it relates to the Ystalyfera Development Trust as she is Chairman of the Trust.
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Councillor M.Harvey	Re: Presentation by the Chief Constable, Mr Peter Vaughan, as he is employed by the South Wales Police Force.
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3. **PRESENTATION FROM MR ALUN MICHAEL, THE POLICE AND CRIME COMMISSIONER, AND MR. PETER VAUGHAN, THE CHIEF CONSTABLE**

The Mayor welcomed the Police and Crime Commissioner, Mr.Alun Michael and the Chief Constable, Mr Peter Vaughan to the meeting, together with the Deputy Commissioner Ms.E.Warren and Chief Superintendent J.Ruddy.

The Commissioner advised Council that the Police and Crime Plan would shortly be available on the website and a copy would be made available to Members.

He reinforced the need for effective partnership working between the Authority, Police, Health and the Voluntary Sector in making communities safer and was pleased that the focus was on protecting the vulnerable. The introduction of a joint helpline with health had, in particular, reduced the number of ambulance journeys by around 1,000.

Mr. Michael also introduced Ms.Emily Warren the Deputy Police and Crime Commissioner, who was on secondment following Ms.Sophie Howe's appointment as the Chief Executive of Future Generation for Wales. Ms Warren would be dealing with both Neath Port Talbot and Swansea areas.

The Chief Constable, Mr Peter Vaughan, then gave Members an overview of the current position within the force. Members were advised that the South Wales Police area was 7th largest and 7th busiest of the 43 forces. Since the austerity measures there had been cuts of £42m with some 444 fewer police officers. Mr Vaughan gave Council an assurance that PCSO's would be retained by the force.

The level of anti-social behaviour is dropping while victim satisfaction has improved with the force being regularly in the top 5.

Following the presentations Members raised the following issues:-

In relation to the CCTV, Members expressed disappointment that whilst partnership working was seen as the way forward, the Police had not contributed financially towards the service which was seen as value for money. In response the Commissioner advised that they had been experiencing cuts in funding for 5 years and that the responsibility to prevent crime also lay with other public bodies such as the Welsh Government and the Home Office.

Members questioned the validity of the figures reported and whether they reflected the actual number of incidences. In some areas PACT meetings were not working as well and were not well attended. Mr Michael advised that he had confidence in the figures presented and that the levels of crime and of Anti Social behaviour were falling. In relation to the PACT meetings, some meetings were seen as successful whilst others were not as successful.

Members questioned the work being undertaken in relation to sexual exploitation and were advised that work was ongoing, with the Local

Authorities, to put in place a standard Plan on an all Wales basis to protect those who were vulnerable. As a result of this work, a summit had been held, on a South Wales basis, to discuss this issue. Following a recent inspection, the Police had developed an action plan and child advocates were now employed to assist in questioning young people.

Members questioned the reduction in the number of marked police patrols on the motorway and were advised that this was one area which had seen a significant cut in funding. This decision had been undertaken in order to maintain the police presence in communities.

Concern was expressed that the Police were relying on PCSO's and were not training Police Constables and were advised that other police forces were considering stopping using PCSO's. In some instances Members noted, PCSO's went on to become Police Officers. The use of volunteers was not seen as an issue going forward as the area already had a vibrant volunteer scheme.

The issue of possibly devolving policing to the Welsh Assembly was also raised, which was supported by the Commissioner, although there would still need to be connectivity with London on some issues.

Members noted that the Commissioner was not in favour of giving the powers of arrest to PCSO's.

Members asked whether the Commissioner was able to give the Council details of its precept for 2017, however the Commissioner confirmed that this would be announced following the meeting of the Police and Crime Panel to be held on 1 February 2016.

Members requested details of the joint call centre in Bridgend, and noted that this was a successful service run with the Fire Authority.

The number of black, minority and ethnic police officers was discussed, wherein it was acknowledged that the number was disappointing and that work had been undertaken to ascertain the reasons.

Council was pleased to note that there had been no negative impact as a result of the closure of Port Talbot Police Station.

The Leader then thanked the Mr. Michael, Mr Vaughan, Ms. Warren and Mr Ruddy for their attendance today and they withdrew from the meeting.

4. **MINUTES OF COUNCIL MEETINGS 2015/16**

RESOLVED: That the Minutes of the following meeting of Council be confirmed:-

Council

25.11.15

5. **COUNCIL TAX REDUCTION SCHEME**

- RESOLVED:**
1. That the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 as amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2015 further amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2016, be adopted:
 2. that there be no change to the following existing discretionary elements in relation to the Prescribed Scheme:
 - (a) That no increase in the backdate period for all claimants be applied from the standard 3 months contained in the Prescribed Scheme;
 - (b) That no increase in the extended reduction period for all claimants be applied from the standard 4 weeks currently contained within the Prescribed Scheme;
 - (c) Apply a 100% disregard for War Disablement Pensions, War Widows Pensions and War Widower's Pensions for all claimants.

6. **LOCAL DEVELOPMENT PLAN**

Council received an overview of the extensive work that had been undertaken in developing the LDP.

At this point in the meeting the Cabinet Member for Environment advised Members of the work done by the operatives within the Directorate to mitigate the effects of the recent bad weather. Council commended the work of the staff involved.

Members of Council then welcomed the development of the LDP and were advised that the Plan would be monitored on an annual basis, with a review being undertaken every 4 years. A review of the Plan could be undertaken earlier should there be an issue.

Members were pleased that the Plan allowed for affordable private housing in addition to social housing.

In relation to new housing developments, as identified in the Plan, Members asked what would be the procedure should there be a problem with an access point. It was noted that each application would be looked at at the detailed planning application stage.

In relation to preserving green areas within the County Borough, Members were advised that it was important to promote sustainable growth in the right place whilst also maintaining green spaces.

In relation to AH2 the local Member requested the details of the extension to the current settlement boundary and was advised that it was to a maximum of 9 units.

- RESOLVED:**
1. that the findings of the Inspectors' Report as set out in Appendix 1 to the circulated report, be noted;
 2. that the adoption version of the Neath Port Talbot LDP (2011-2026), as amended by the Inspectors' Report and the final elements of the Sustainability Appraisal and Habitats Regulations Appraisal be approved;
 3. that the LDP Adoption Statement, as set out in Appendix 2 to the circulated report, be approved;

4. that the adoption and publication procedures as set out in the circulated report be implemented.

7. THE SYRIAN RESETTLEMENT SCHEME

Council received an update in relation to the Council's resettlement of Syrian refugees.

RESOLVED: that the above report, be noted.

8. EXECUTIVE DECISIONS OF THE CABINET AND CABINET BOARDS

RESOLVED: that the following Executive Decisions of Cabinet and Cabinet Boards, be noted:-

Cabinet	2 December, 2015
Cabinet	16 December, 2015
Children, Young People and Education	22 October , 2015
Children, Young People and Education	3 December, 2015
Economic and Community Regeneration	4 December, 2015
Environment and Highways	17 December, 2015
Environment and Highways (Special)	18 January, 2016
Social Care, Health and Housing	26 November, 2015
Social Care, Health and Housing	17 December, 2015
Policy and Resources	19 November, 2015
Policy and Resources	3 December, 2015

9. QUESTION UNDER RULE 9.2

Councillor L.Purcell put the following question in accordance with Rule 9.2 of the Council's Procedure Rules:-

“Re Home to school Transport to Welsh Medium schools

My concern is not with the rights and wrongs of the decision made or pending but with the democratic process surrounding it, views shared with me by back benchers from all parties.

In its simplest analysis and as far as I understand it;

- On 22nd Sept 2014 CYPE scrutiny board rejected the Officer's report recommending that pupils attending Welsh medium primary schools should be charged if wishing to continue their education at an English medium secondary school.
- However, some such Year 7 pupils attempting to travel to Cwmtawe that September 2014 WERE CHARGED.

Thus, despite the Cabinet member for Education's statement in written reply (Nov15) to Cllr David Lewis that

“ Nobody has been disadvantaged in the meantime”

Children were ,in fact ,disadvantaged and parents justifiably upset, which is borne out by the Ombudsman upholding a complaint against the Council , telling Council to apologise for the way in which it handled the matter and awarding £ 300 to the complainant.”

The Cabinet Member for Education then responded as follows:-

“The current Home to School Travel Policy was approved by Members on 27th March 2013.

The Learner Travel Measure broadly requires local authorities to provide free school transport within certain distance and safety criteria to the nearest suitable school. The practice had been adopted of classifying Ystalyfera as the nearest suitable school for all children who had undergone the first stage of their education through the medium of Welsh.

The practice was considered by CYPE in September 2014 and was not supported by members. Officers have subsequently been reviewing this practice.

The review included seeking the advice of Welsh Government in addressing inconsistency in certain critical components of the

Measure when compared with the Statutory Provision and Operational Guidance.

Members will be interested to know that this lack of consistency is acknowledged by the Welsh Government in a letter we have very recently received and it has committed to amend the guidance as soon as practicable.

Following the expression of concerns about the practice it was suspended and an undertaking was given to families that transport and reimbursements would be provided. Therefore no one is presently disadvantaged”.

The Cabinet Member then made reference to the reply received by the Ombudsman.

In accordance with the Council’s Constitution Councillor Purcell then put the following supplementary question:-

“Can the Cabinet Member or Director please tell us when approval was given by Members for this Policy which thus affected certain Cwmtawe pupils in Sept 2014 ?

Would the Cabinet Member agree that the way in which this has been handled has brought the Council into disrepute and can he specify to Council the steps that will be taken to avoid this happening in future?”

The Cabinet Member for Education then responded as follows:-

“I would not agree with Councillor Purcell that the way in which this matter has been handled has brought the Council into disrepute.

We acknowledge that whilst managing a complex aspect of our provision, we were not timely and clear enough in our response to one party. This has now been addressed and all transport decision letters contain information on how the recipient may request a review or complain.

A complaint to the Ombudsman has been settled and this will be reported to CYPE Cabinet Board on 11th February.

We interpreted the Policy, it was challenged, we reviewed and amended practice, sought advice from Welsh Government and acted accordingly and properly”.

CHAIRPERSON

COUNCIL

(Civic Centre, Port Talbot)

Members Present:

3 February, 2016

The Mayor: Councillor **A.P.H.Davies**

The Deputy Mayor: Councillor **Mrs.S.M.Penry**

Councillors: H.M.Bebell, Mrs P.Bebell, A.Carter,
D.W.Davies, Mrs.R.Davies, Mrs.J.Dudley,
M.Ellis, J.S.Evans, S.K.Hunt, H.N.James,
Mrs.L.H.James, M.L.James, A.Jenkins,
E.E.Jones, M.Jones, Mrs.D.Jones, R.G.Jones,
S.Jones, E.V.Latham, A.R.Lockyer, J.Miller,
C.Morgan, J.D.Morgan, Ms.C.Morgans,
Mrs.S.Paddison, M.Protheroe, L.M.Purcell,
S.Rahaman, P.A.Rees, P.D.Richards, J.Rogers,
A.Taylor, A.J.Taylor, A.H.Thomas, J.Warman,
D.Whitelock, Mrs.L.G.Williams and
A.N.Woolcock

Officers in Attendance: S.Phillips, H.Jenkins, A.Evans, G.Nutt,
N. Jarman, D.Rees, D.Michael, Mrs.K.Jones,
R.George and Mrs.A.Manchipp

Representatives of the Translation Service: Present

1. **REVENUE BUDGET MONITORING 2015/16**

RESOLVED: that the reserve movements and budget virements exceeding £500,000 be approved.

2. **CAPITAL BUDGET MONITORING**

RESOLVED: that the budget for 2015/16 of £66.729m, be approved and that the position in relation to expenditure as at 31 December 2015, as contained in the circulated report, be noted.

3. **PROPOSED AMENDMENT TO THE COUNCIL'S TREASURY MANAGEMENT POLICY AND MINIMUM REVENUE PROVISION POLICY 2015/16**

Members sought clarification in relation to the overall costs of the Authority's loans and questioned whether the Authority should use its Reserves? Members also questioned the effect this would have should Local Government Reorganisation take place. The Director of Finance and Corporate Services advised Members that it was prudent to repay the loans over a 50 year basis rather than the existing policy of repayment over 422 years. Members were also advised that the Council was using its reserves to reduce the amount of loans taken out and hence save on interest costs.

RESOLVED: that the revised Minimum Revenue Provision (MRP) Policy for the 2015/16 financial year, as contained in the circulated report, be approved.

4. **REVENUE BUDGET 2016/17**

Members received an overview of the above report wherein it was noted that the Authority was able to confirm its Net Budget but was unable to set its Budget Requirement until such time as the Welsh Government published the final Revenue Support Grant and Business Rates. A further report would therefore be prepared for Members' decision on 10th March 2016. Members then raised the following:-

The successful partnership working with the Trade Unions was acknowledged together with wide consultation undertaken with stakeholders.

Members raised the current Home to School Transport Policy and the commitment given to undertake a review thereof in the Autumn and asked for clarification on how this was to be undertaken. The Chief Executive reminded Members that the Policy had been consulted on, scrutinised and approved 2 years ago and a commitment had been given at that time to review the policy after 2 years had elapsed. Until then the current Policy would be adhered to. Member noted that the Welsh Government had agreed that the wording surrounding the legislation and guidance was ambiguous and supported the Authority in using the current Policy in the interim. Members also raised a question on safe walking route to Ysgol Bae Baglan. They were informed that as the school was now nearing completion and the roads had been completed, the route would be further inspected.

Members were please to note the additional £1.2m available to the Environment Directorate Street Scene Services for such things as grass cutting, etc.

Members also commented on the pressures being put on Local Authorities by the Welsh Government by not making its decision on the final Revenue Support Grant and Business Rates until 9th March, 2016.

In addition Members recognised the loss of experienced staff as a result of the current ER/VR scheme where, in the region of 100 staff are expected to leave the Authority's employment by the end of March 2016.

In relation to ELLL616 re the Schools Cleaning Service and the reduction in subsidy by £60k, Members queried what was the impact of closing the schools identified in the Strategic School Improvement Programme on the service? Members were advised that the Council provides an in house cleaning service to primary schools and that this net subsidy cost needed to be borne by schools. Members were also informed that the level of savings had been reduced form those included in the draft proposals and this amount was required to set a balanced budget.

Members were pleased that the Cefn Coed Museum would remain open and that discussions/negotiations would continue on how to make it more financially viable.

Members noted the current position in relation to the libraries at Coedffranc and Baglan and the future sale of the second mobile library.

The Leader of Council then summed up and thanked Members, Officers, staff and Union representatives for the work in putting together a balanced budget.

- RESOLVED:**
1. That the revised budget position and arrangements for 2015/16, as contained in the circulated report, be noted;
 2. That compliance with the Welsh Government's requirement to protect Schools funding, be confirmed;
 3. (a) In relation to the Council's Revenue Budget 2016/17 the Equality Impact Assessment and Crime and Disorder impacts in setting the budget for 2016/17, be noted;
(b) The Net Revenue Budget for 2016/17, and the service plans for the delivery of the budgets, be approved;
(c) The budget/forward financial plan savings (outlined in Appendix 3), be approved;
(d) That the Corporate Directors be instructed to progress the savings and improvement programme for the Authority;
(e) That determination of Fees and charges for non executive functions, applicable in 2016/17, be delegated to the appropriate Corporate Director following consultation with the Leader of Council, Deputy Leader and Chair of the relevant Non Executive Committee, together with fees and charges applicable in any subsequent financial year which, in the opinion of the Corporate Director, need to be set in advance of that financial year for operational reasons;
(f) That a report setting out the Council's Budget Requirement and Council Tax for 2016/17 be forwarded to the Council meeting of the 10 March 2016, following the publication of the Final Local Government Settlement on 2nd March 2016.

5. **CAPITAL PROGRAMME 2016/19**

RESOLVED: that the Capital Programme for 2016/17 to 2018/19, as detailed in the circulated report, be approved and that the Programme be kept under review and updated as appropriate.

6. **URGENT ITEM**

Because of the need to deal with now with the matter contained in Minute No. 7 below, the Chairman agreed that it could be raised at today's meeting as an urgent item pursuant to Section 100B (4) (b) of the Local Government Act 1972

Reason

Due to the recent announcement made by TATA.

7. **TATA**

At the request of Cabinet, the Chief Executive gave Members of Council a verbal update on the recent announcement made by TATA on job losses at the Port Talbot plant. A Taskforce had been established and efforts were being made to enable Port Talbot to be designated an Enterprise Zone. In addition the Taskforce was looking at the effect the announcement would have on TATA's local supply chain.

The Chief Executive would circulate the Terms of Reference of the Taskforce and would keep Members up to date.

CHAIRPERSON

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COUNCIL

(Civic Centre, Port Talbot)

Members Present:

17 February, 2016

The Mayor: Councillor **A.P.H.Davies**

The Deputy Mayor: Councillor **Mrs.S.M.Penry**

Councillors: Mrs P.Bebell, Mrs.A.Chaves, Ms.C.Clement-Williams, D.W.Davies, Mrs.R.Davies, Mrs.J.Dudley, M. Harvey, H.N.James, Mrs.L.H.James, M.L.James, A.Jenkins, E.E.Jones, Mrs.D.Jones, R.G.Jones, E.V.Latham, A.Llewelyn, A.R.Lockyer, Mrs. S. Miller, J.Miller, C.Morgan, Mrs.S.Paddison, Mrs.K.Pearson, L.M.Purcell, S.Rahaman, P.A.Rees, P.D.Richards, A.Taylor, A.J.Taylor, A.H.Thomas, A.L.Thomas, R.Thomas, J.Warman, D.Whitelock, Mrs.L.G.Williams and A.N.Woolcock

Officers in Attendance: S.Phillips, H.Jenkins, N. Jarman, A.Evans, G.Nutt, D.Michael , D.G. Griffiths Mrs. S. Rees, Mrs.K.Jones, Mrs. D.Hopkins, Mrs. J. Smith, R. George and Miss.G. Cirillo

Representative of the WLGA Mr. J.Lloyd

Representatives of the Translation Service: Present

1. **MAYOR'S ANNOUNCEMENTS.**

It was with great sadness that the Mayor announced the recent death of the mother of Councillor Steve Hunt.

As a mark of respect, Members stood for a minute's silence.

2. **DECLARATIONS OF INTEREST**

The Chief Executive, Mr. S. Phillips made the following declarations of direct pecuniary interest on behalf of himself, Chief Officers and Heads of Service (in their absence) at the commencement of the meeting in respect of Agenda Item 3 - Report of the Independent Advisor re: Chief Officers ER/VR/CR Scheme as it related to their rates of pay :-

Mr. S. Phillips	As he is the Chief Executive for Neath Port Talbot County Borough Council
Mr. H. Jenkins	As he is the Director of Finance and Corporate Services
Mr. G. Nutt	As he is the Director of the Environment
Mr. A. Evans	As he is the Director of Education, Leisure and Lifelong Learning
Mr. N. Jarman	As he is the Director of Social Services Health and Housing
Mr. D. Michael	As he is Head of Legal Services
Mrs. K. Jones	As he is Head of Corporate Strategy and Democratic Services
Mr. D.W. Griffiths	As he is the Head of Engineering and Transport
Mrs. S. Rees	As she is Head of Human Resources

(The Chief Executive withdrew from the meeting at this point.)

3. **CHIEF OFFICERS' ER/VR/CR SCHEME**

Mr.J.Lloyd, Workforce Adviser from the Welsh Local Government Association gave Members an overview of five proposed options for an ER/VR/CR/Scheme for the Chief Executive and Chief Officers as set out in the circulated report. Mr. Lloyd reminded Members that

each Authority had the flexibility to set its own scheme based on its requirements and circumstances.

Members' attention was drawn to the UK Government's published draft Public Sector Exit Payment Regulations 2016 which would impose a cap of £95,000 on exit payments for public sector workers, and also to the position regarding Recovery Provisions, as detailed within the circulated report.

Members raised concerns about whether there would be any job losses or compulsory redundancies and in response to this it was confirmed that it was the Council's Policy to prevent compulsory redundancies from arising, however where unavoidable, the process to be followed for Chief Officers would be in line with the JNC for Chief Executives of Local Authorities Conditions of Service (for the Chief Executive) and the JNC for Chief Officers of Local Authorities Conditions of Service (for Chief Officers and Heads of Service).

In respect of Early Retirement, Members' attention was drawn to the provision which would be applicable in cases of early retirement as outlined in the report.

RESOLVED:

1. That Option 1, as detailed within the circulated report, for a revised ER,VR,CR, Scheme for the Chief Executive and Chief Officers, be approved;
2. That the provision for Early Retirement, as set out in the circulated report, be approved;
3. That the provision for Compulsory Redundancies (including that should the statutory redundancy weekly amount change, then that will automatically be applied), as set out in the circulated report, be approved.

The Chief Executive, Chief Officers and relevant Heads of Service returned to the meeting at this point.

4. **ROAD SAFETY STRATEGY 2015-2020**

Council received a detailed overview of the Draft Road Safety Strategy 2015-2020 which outlined the Council's statutory responsibility under the Road Traffic Act 1988 whilst evaluating current statistical performance against set Welsh Government targets.

The Strategy contained information for Members which included detailed Casualty and Collision Data showing reductions in the total number of people seriously injured or killed set against Welsh Government Targets and also set against Local Targets for Neath Port Talbot. It was noted that Neath Port Talbot had introduced its own 40% reduction target for "All Casualties" to run simultaneously with the Welsh Government Targets for the Killed and Seriously Injured (KSI), Motorcyclists and Young Driver Casualties, enabling the Council to maintain progress towards casualty reduction by the year 2020.

Members questions included how the Strategy would support or target Older Drivers, Cyclists, Young Drivers and School Children. In response to this Officers referred to the objectives as set out in the Draft Strategy which confirmed that raising awareness for all groups would be key to road users. This included the promotion and delivery of training for the target groups and speed/casualty reduction programmes.

Officers confirmed that there would be further work undertaken to identify suitable routes for travel for example cycling/walking routes, and further measures could be brought forward in future years as part of the Active Travel Bill and through the use of Local Transport Funding.

Members also raised their concerns about budget constraints and the potential lack of Road Safety Grants in the future which would impact on the reduction of speed signs across the County Borough. In response to this the Director of the Environment confirmed that although resources were limited due to the financial pressures, addressing speed issues was factored into the Council's Forward Financial Plan.

Members commended the Draft Strategy before them and

thanked Officers for their work in producing it.

RESOVLED: That Council adopt the Road Safety Strategy 2015-2020, as set out in Appendix 1 to the circulated report.

5. **WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015 - CREATION OF PUBLIC SERVICES BOARD**

The Head of Corporate Strategy and Democratic Services, updated Members of the need to establish a Public Services Board from 1 April 2016 and to put in place arrangements to scrutinise the work of the Public Services Board. Upon creation of the Public Services Board, the existing Local Service Board would become redundant. Members noted that the Well-Being of Future Generations (Wales) Act 2015 placed a number of new duties upon the Council and this would affect some changes to the way the Council would undertake corporate planning, community planning and partnership arrangements.

Members were advised that the Public Services Board would have responsibility for preparing and publishing an assessment of well-being in its area, a local Well Being Plan and reporting on progress made upon the implementation of the plan alongside other key tasks, as detailed within the circulated report.

Members raised their concerns regarding the fact that previous funding provided by Welsh Government to support the Local Service Board would cease on 31 March 2016, and that the funding for the Public Services Board would be significantly less thus placing the Authority in a challenging position.

- RESOLVED:**
1. That the duty placed on the Council, the Fire and Rescue Authority, Natural Resources Wales and the AMBU Health Board to establish a Public Services Board from the 1 April 2016 and that the Council's representation on the Board, as defined in the Act, was to be the Leader and Chief Executive or their nominated substitutes, be noted;
 2. That the scrutiny of the Public

Services Board be vested in the Policy and Resources Scrutiny Committee with powers as set out in paragraph 5 of the circulated report;

3. That the dissolution of the Local Service Board on creation of the Public Services Board be supported, subject to suitable arrangements being agreed with the Public Services Board to ensure progress was sustained on matters arising from the existing Single Integrated Plan until such time as the Wellbeing Plan supercedes the existing Single Integrated Plan;
4. That the Head of Legal Services be given authority to amend the Council's Constitution to take account of the proposed role of the Policy and Resources Scrutiny Committee and the function of full Council in approving the Plan.

6. **NOTICE OF MOTION UNDER SECTION 10 OF PART 4 (RULES OF PROCEDURE) OF THE COUNCIL'S CONSTITUTION, PROPOSED BY COUNCILLOR S.HUNT AND SECONDED BY COUNCILLOR M.ELLIS**

Members were advised that Cllr. Steve Hunt was unable to attend today's meeting due to a family bereavement and had subsequently withdrawn his Notice of Motion from consideration at today's meeting.

7. **CHANGES TO MEMBERSHIP ARRANGEMENTS**

The Head of Corporate Strategy and Democratic Services highlighted to Members changes to Membership Arrangements as detailed within the circulated report.

RESOLVED:

1. That the following Membership changes be approved:

Social Care, Health and Housing
Scrutiny Committee

Replace Councillor J.Warman with
Councillor C.Morgan

NPT Homes

Replace Councillor E.V.Latham with
Councillor Mrs C.Clement Williams

Schools Standards Partnership Group

Replace Councillor Mrs K.Lloyd with
Councillor Mrs D.Jones

Community Health Council

Replace Councillor Mrs.M.A.Lewis with
Councillor Mrs.S.Paddision

2. That the following replacement
Parent Governor Voting Co Opted
Members on the Children, Young
People and Education Scrutiny
Committee be approved:-

Helen Dale
Donna Vaughan

3. That the following replacement Faith
School Voting Co Opted Member on
the Children and Young People and
Education Scrutiny Committee be
approved:-

Maria Cattick

CHAIRPERSON

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

COUNCIL

30 March 2016

JOINT REPORT OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES AND THE HEAD OF CORPORATE STRATEGY AND DEMOCRATIC SERVICES

Matter for Decision

Wards Affected: All Wards

Report on Members Remuneration and Expenses 2016/17

Purpose of the Report

1. The purpose of this report is to advise Members of the content of the Annual Report of the Independent Remuneration Panel for Wales (IRPW) as it relates to the remuneration of elected Members, setting out Members remuneration for the financial year 2016/17 and to secure any decisions which are required.

Background

2. The Independent Remuneration Panel for Wales (IRPW) was first appointed in January 2008 by the then Welsh Assembly Government Minister for Social Justice and Local Government following a public recruitment exercise.
3. As a permanent Body, independent of any other organisation, including County and County Borough Councils, the Welsh Government and the Welsh Local Government Association, the IRPW exercises powers granted to it under Part 8 of the Local Government (Wales) Measure 2011.
4. The panel have the power to make various decisions which have the force of law but may also make recommendations. In addition, the IRPW has power to set the level of remuneration payable to Members and Co-opted Members of Local Authorities and has also been given a general power to review authorities' pay policy statements as far as they relate to heads of paid service (s63 Local Government (Democracy) (Wales) Act 2013). The remuneration for an ordinary Member is known as the basic salary. Members who occupy roles of particular special responsibility specified by the panel are paid what is known as a senior salary.

Changes to Member Remuneration and Expenses 2016/17

5. The Panel has determined that, given the continuing climate of austerity there will be no uplift to Member Remuneration or Expenses for the 2016/17 civic year. Furthermore, the Panel have also decided to continue to exercise powers to set remuneration giving local authorities no discretion around basic salaries. However, in response to representations made by some local authorities, the Panel is providing some discretion to Local Authorities to set salaries for Executive Members and Chairs of Committees.
6. It is up to the Council to decide, within the limited discretion given to it by the IRPW, which roles attract the senior salary. Last year senior salaries were paid to:-

7. The Leader, Deputy Leader and the 7 Cabinet Members, the Chairs of the 5 Over-viewing Scrutiny Committees, the Planning and Licensing Committees and the Common Chair of the Audit and Democratic Services Committees. The Leader of the largest opposition group also receives a senior salary. The other political group is not large enough under the IRPW "Regulations" to attract a senior salary for the Group Leader.
8. In addition to the salary, the Council operates a Support Scheme for elected Members. The Council will pay a flat rate support allowance of £200 per annum in respect of telephone, broadband and other office costs.
9. This sum will not apply to Cabinet Members as they have the use of mobile phones and handheld devices to receive emails, together with the use of office facilities based at Port Talbot Civic Centre.

The bandings available are:

Band	Executive Members	Committee Chairs
Level 1	£29,000	£22,000
Level 2	£26,100	£20,000

10. It is a matter for Council to determine which of the bandings should be applied in this authority. Members attracting the senior salaries are currently paid at Level 1. Council should note in considering which level to apply that there is no proposed change to the workload or level of responsibility of the Senior Salaried posts in 2016/17. Consequently, Council is asked to confirm Level 1 should continue to be applied.
11. In respect of the civic heads and deputy civic heads, the IRPW has decided that local authorities are to continue to be provided with some flexibility as to whether to remunerate these roles, or not, and if they are to be remunerated, there are three bands that local authorities may select from.

12. The 3 bands for 2016/17 and which are unchanged for 2016/17 are as follows:

Option	Civic Leader	Deputy Civic Leader
Level 1	£24,000	£18,000
Level 2	£21,500	£16,000
Level 3	£19,000	£14,000

13. Council has previously determined that Level 2 would be applied in this Council and now needs to confirm this option is to be applied in 2016/17.
14. The Democratic Services Committee has reviewed the adequacy of ICT support for Members. The Committee concluded that some adjustment to the Scheme is needed in order to enable Members to take advantage of the functionality of the new Modern.Gov system which has been piloted during the year. The amended Members ICT Scheme is attached at Schedule 4 for approval.
15. A care allowance scheme is also available for Members and Co-opted Members who have caring responsibilities for dependent children, adults or for personal assistance needs, provided the Member incurs expenses in the provision of such care whilst undertaking 'approved' council duties.
16. Members also have the opportunity to produce an Annual Report in line with the approved Council Scheme. Support will be provided to Members who wish to produce such reports including making available the facility to publish reports on the Council website.
17. A Member may by notice in writing delivered to the Director of Finance and Corporate Services elect to forego any part of that Member's entitlement under this scheme. Please note that Members that wish to forego any entitlement under this scheme must provide notice in writing in each civic year of the elements that they wish to forego.

18. As Members are aware the following was agreed with Trade Unions and staff as part of the Workforce Agreement 2013:

Para 29 states - "From 1 April 2014, for a period of four years, Elected Members will be invited to make a voluntary contribution equivalent to comparable groups of employees in terms of remuneration and subject to a de minimus threshold equivalent to scp 24 (£21,067 p.a. from April 2013)".

This is equivalent to foregoing 50% of the annual pay award.

19. In relation to overnight stays with friends and family, the current IRPW report recommends a payment of £30 be available to Elected Members. This issue has previously been considered by Council and determined that it should not be paid.
20. A copy of the Members Remuneration and Expenses Scheme for 2016/17 is attached at Schedule 5.

IRPW Compliance Audit

21. The IRPW carry out audits of all local authority Schedules of Member Remuneration on an annual basis to assess their compliance with requirements. No compliance points were raised with the authority in relation to the submitted 2015/16 schedule.

Payment Arrangements

22. From 1 April 2015, payment of salary and other allowances under this Scheme has been made to Members through the Council's payroll system. There is no provision for Members to be paid through the Cashiers Service.

Financial Impact

23. With regard to the 2016/17 determinations of the Independent Remuneration Panel for Wales (IRPW) the impact will be neutral.

Equality Impact Assessment

24. There are positive equality impacts associated with this report due to the IRPW determinations in relation to support payments for Members and Co-opted Members who have caring responsibilities for dependent Children, adults or for personal assistance needs.
25. The determinations also provide positive impacts for Members in relation to family absence arrangements. A screening assessment has been undertaken but a full equality impact assessment is not warranted.

Workforce Impacts

26. There are no workforce impacts associated with this report.

Legal Powers

27. The Members Scheme for Remuneration 2016/17 is made under the Local Government (Wales) Measure 2011 and the Independent Remuneration Panel for Wales (IRPW) Regulations which apply to payments made to members and co-opted members of local authorities.

Risk Management

28. Without the implementation of this annual Members Remuneration Scheme the Council would fail to meet the relevant compliance requirements as stipulated by the Independent Remuneration Panel for Wales (IRPW).

Consultation

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

Recommendations

30. That the Council notes the decisions of the IRPW as to basic salary, senior salary and fees for Co-opted Members which will be implemented for the financial year 2016/17.

31. That fees for Co-opted Members be payable for all meetings of Committees on which those Members serve together with any seminars, training events or briefings within the terms of the IRPW report.
32. That the senior salaries be paid to those office holders identified in the Schedule of Councillors and Co-opted Members Remuneration for 2016/17 contained in Schedule 5 to this report.
33. That Council confirms that the Level 1 payment band be applied to Executive Members and Committee Chairs.
34. That Council confirms that the Level 2 payment band should continue to be applied for Civic Duties.
35. That individual Members advise the Director of Finance & Corporate Services in writing of any variation to the Senior Salary amount they wish to be paid in 2016/17.
36. That Council agrees the revised Member ICT Scheme as shown in Schedule 4.

Reasons for Proposed Decision

37. To ensure that the Council's Member Remuneration schedule complies with the latest determinations of the Independent Remuneration Panel for Wales as set out in their Annual Report dated February 2016.

Implementation of Decision

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

Appendices

Members Scheme of Remuneration 2016/17

List of Background Papers

Annual Report of the Independent Remuneration Panel for Wales (IRPW) February 2016 <http://gov.wales/irpwsb/home/publication/2016-17/irp-annual-report-2016-17/?lang=en>

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Neath Port Talbot County Borough Council

MEMBERS' SCHEME OF REMUNERATION 2016/17

This Scheme is made under the Local Government (Wales) Measure 2011 with regard to Independent Remuneration Panel for Wales (IRPW) Regulations which apply to payments made to members and co-opted members of local authorities.

1. Basic Salary

- 1.1 A Basic Salary shall be paid to each elected Member of the Authority.
- 1.2 In accordance with the Regulations, the rate of the Basic Salary shall be reviewed annually as determined by the Independent Remuneration Panel for Wales.
- 1.3 Where the term of office of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Basic Salary will be pro-rata.
- 1.4 No more than one Basic Salary is payable to a Member of the Authority.

2. Senior Salaries & Civic Salaries

- 2.1 Members occupying specific posts shall be paid a Senior Salary as set out in **Schedule 5**.
- 2.2 In accordance with the Regulations, the rates of Senior Salaries and Civic Salaries shall be reviewed annually as determined by the Annual or Supplementary Report of the Independent Remuneration Panel for Wales.
- 2.3 A Member of the Authority cannot be paid a Senior Salary and a Civic Salary.
- 2.4 All Senior and Civic Salaries are paid inclusive of Basic Salary.
- 2.5 A Senior Salary may not be paid to more than the number of members specified by the Independent Remuneration Panel for Wales in its Annual Report and cannot exceed fifty percent of the total membership of the authority, except to include a temporary Senior Salary office holder providing temporary cover for the family absence of the appointed office holder.
- 2.6 A Member of the Authority in receipt of a Senior Salary **cannot** receive a salary from any National Park Authority (NPA) or Fire and Rescue Authority (FRA) for which he/she has been nominated.
- 2.7 Where the term of Senior Salary or Civic Salary of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Salary will be pro-rata.
- 2.8 Where joint arrangements exist, the Senior Salary (if paid) of the Chair, will be paid by the Chair's own Authority (but can be apportioned amongst the participating

authorities) but is not included in that Council's maximum number of Senior Salaries.

- 2.9 The Leader of the largest opposition group must be paid a Senior Salary. Other opposition group leaders would also be eligible for Senior salaries if the group comprised 10% or more of the Council membership.
- 2.10 It is up to the Council to decide, within the limited discretion given to it by the IRPW about Committee Chairs, which roles attract the senior salary.

3. Election to Forego Entitlement to Allowance

- 3.1 A Member may, by notice in writing delivered to the Director of Finance and Corporate Services of the authority, personally elect to forego any part of his/her entitlement to any salary, allowance or fee payable under this Scheme from the date set out in the notice. Members that wish to forego any entitlement must provide notice in writing in each civic year of the elements they wish to forego.

4. Suspension of a Member

- 4.1 Where a Member of the Authority is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the part of the Basic Salary payable to him/her in respect of that period for which he or she is suspended will be withheld by the Authority (Section 155 (1) of the Local Government (Wales) Measure 2011).
- 4.2 Where a Member in receipt of a Senior Salary is suspended or partially suspended from being a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the Authority must not make payments of the Member's Senior Salary for the duration of the suspension (Section 155 (1) of the Local Government (Wales) Measure 2011). If the partial suspension relates only to the specific responsibility element of the payment, the member may retain the Basic Salary.

5. Payments

- 5.1 Payments of all allowances will be made by the Director of Finance and Corporate Services by direct bank credit in instalments of one-twelfth of the Member's annual entitlement on the 28th day of each month (subject to bank holidays and weekend adjustments).
- 5.2 Where payment has resulted in a Member receiving more than his/her entitlement to salaries, allowances or fees the Authority will require that such part that is overpayment be repaid.
- 5.3 All payments are subject to the appropriate Tax, National Insurance deductions and Pension contributions.

6. Care Allowance

- 6.1 A Care Allowance shall be paid to a Member or Co-opted Member, who has caring responsibility for dependent children, adults or for personal assistance needs,

provided the Member incurs expenses in the provision of such care whilst undertaking 'approved' council duties. Reimbursement of necessary expenses for the care of dependent children and adults (provided by informal or formal carers) must be paid up to a maximum of £403 per month. Reimbursements shall only be made on production of receipts from the carer.

6.2 The Care Allowance shall not be paid:-

In respect of any child over the age of 15, but may be payable to a Member seeking to claim such an allowance for a child of fifteen years or more or a dependent where the Member satisfies the Council that the child or dependent required supervision which has caused the member to incur expenses that were necessary in respect of the care of that child or dependent in the carrying out of that Member's duties as a Member; or

To more than one Member of the Authority in relation to the care of the same child or dependent; or

not more than one Care Allowance shall be paid to any Member of the authority who is unable to demonstrate to the reasonable satisfaction of the Director of Finance and Corporate Services that the Member has to make separate arrangements for the care of different children or dependents.

6.3 All claims for Care Allowance should be made in writing to the Head of Democratic Services detailing times, dates and reasons for claim. Receipts are required for both informal and formal care arrangements.

7. Family Absence

7.1 Members are entitled under the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 to a period of family absence, during which if they satisfy the prescribed conditions they are entitled to be absent from authority meetings.

7.2 When taking family absence Members are entitled to retain a basic salary irrespective of their attendance record immediately preceding the commencement of the family absence.

7.3 Should a senior salary holder be eligible for family absence they will be able to continue to receive their senior salary for the duration of the absence.

7.4 If the authority agrees that it is necessary to make a substitute appointment to cover the family absence of a senior salary holder the Member substituting will be eligible if the authority so decides to be paid a senior salary. The Council must advise the IRPW within 14 days of the decision if a decision is so made and the Schedule must be amended to reflect the implications of the family absence.

7.5 If the paid substitution results in the authority exceeding its maximum number of senior salaries, an addition to the maximum will be allowed for the duration of the substitution.

- 7.6 In relation to a period of family absence, the salary (both Member and Co-opted Member) or Senior salary remains payable but not if the Member or Co-opted Member is suspended.
- 8. Co-optees' payments**
- 8.1 A Co-opted Member's daily fee (with a provision for half day payments) shall be paid to Co-optees, provided they are statutory Co-optees with voting rights.
- 8.2 Payments will take into consideration travelling time to and from the place of the meeting, reasonable time for pre meeting preparation and length of meeting (up to the maximum of the daily rate).
- 8.3 The Head of Democratic Services is designated as the "appropriate officer" and will determine preparation time, travelling time and length of meeting, the fee will be paid on the basis of this determination.
- 8.4 The Head of Democratic Services can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
- 8.5 A half day meeting is defined as up to 4 hours.
- 8.6 A full day meeting is defined as over 4 hours.
- 8.7 The daily and half day fee for the Chairpersons of the Standards Committee and Audit Committee, as determined by the Independent Remuneration Panel, is set out in **Schedule 5**.
- 8.8 The daily and half day fee for other statutory Co-optees with voting rights, as determined by the Independent Remuneration Panel, is set out in **Schedule 5**.
- 8.9 The maximum number of days Co-opted Members may be paid for is determined by the Authority and payment can be made for meetings, seminars, training events and briefings with officers. The Council has determined that a payment will be made from all approved meetings, seminars, training events and briefings with officers
- 9. Travel and Subsistence Allowances**
- 9.1 General Principles**
- 9.2 Members and Co-opted Members may claim travelling expenses when travelling on the Authority's business for 'approved duties' as set out in **Schedule 1**. Where Members travel on the Authority's business they are expected to travel by the most cost effective means. In assessing cost effectiveness regard will be given to journey time. A Member who does not travel by the most cost effective means may have his/her claim abated by an appropriate amount.
- 9.3 Where possible Members should share transport.
- 9.4 The distance claimed for mileage should be the shortest reasonable journey by road from the point of departure to the point at which the duty is performed, and similarly from the duty point to the place of return.

- 9.5 Where a Member makes use of his/her private car for approved duty purposes, arrangements must be made to ensure that the vehicle complies with all legislative road worthiness requirements with proof to be provided to the Authority on request, this will include:
- Valid Road Fund Licence
 - MOT Certificate (where required)
 - Insured for Business Use

9.6 The rates of Members' Travel and Subsistence Allowances are set out in **Schedule 2** and are subject to annual review by the Independent Remuneration Panel for Wales.

9.7 Where a Member is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, any travel and subsistence allowances payable to him/her in respect of that period for which he or she is suspended or partially suspended must be withheld by the Authority.

10. Travel by Private Vehicle

10.1 The Independent Remuneration Panel for Wales has determined that the maximum travel rates payable should be the rates set out by Her Majesty's Revenue & Customs for the use of private cars, motor cycles and pedal cycles plus any passenger supplement.

10.2 The mileage rates for private vehicles as determined by the Independent Remuneration Panel for Wales are set out in **Schedule 2**.

10.3 Where a Member makes use of his/her private vehicle for approved duty purposes, the vehicle must be insured for business use. Proof of appropriate insurance must be provided to the Authority on request.

11. Travel by Public Transport

11.1 Rail/Coach Travel

11.2 Unless otherwise authorised rail tickets will be second-class, and Members should always be mindful of choosing the most cost-effective method of travel.

11.3 If the relevant journey has been approved, Democratic Services will purchase requisite rail and coach tickets for Members in advance of journeys. In the unlikely event that a Member needs to purchase a ticket directly, payment will be reimbursed upon production of the used ticket and/or a receipt.

11.4 Taxi Fares

Taxi fares will only be reimbursed where their use has been authorised for cases of urgency, where no public transport is reasonably available, or a Member has a particular personal need. Re-imburement will be upon receipt only.

11.5 Air Fare

Travel by air is permissible if it is the most cost effective means of transport. Authorisation of the Director of Finance and Corporate Services is required and tickets will be purchased by Democratic Services.

12. Travel Abroad

Travel abroad on the Authority's business will only be permitted where authorised by the Director of Finance and Corporate Services, Democratic Services will arrange travel and accommodation.

13. Other Travel Expenses

Members will be entitled to reimbursement of toll fees, parking fees, overnight garaging and other necessary travel associated expenses. Re-imburement will be upon receipt only.

14. Overnight Accommodation

14.1 Overnight stays will only be permitted where the Authority's business extends to two days or more, or the venue is at such a distance that early morning or late night travel would be unreasonable. All overnight stays must receive prior authorisation from the Director of Finance and Corporate Services.

14.2 Overnight accommodation will be booked by a Democratic Services Officer. Wherever possible the overnight accommodation will be pre-paid or invoiced.

14.3 Direct booking of overnight accommodation by a Member will only be permitted in the event of an emergency. Reimbursement will only be made upon the production of a receipt and will be at a level deemed reasonable and not in excess of the rates set out in **Schedule 2**.

15. Subsistence Allowance

15.1 The day subsistence rate to meet the costs of meals and refreshments in connection with approved duties (including breakfast when not provided as part of overnight accommodation) is set out in **Schedule 2**. The maximum daily rate covers a 24 hour period and can be claimed for any meal that is relevant, providing such a claim is supported by receipt(s)

15.2 No provision is made for subsistence claims within the County Borough.

16. Support Scheme

16.1 In addition to the salary, the Council operates a Support Scheme for elected Members. The Council will pay a flat rate support allowance of £200 per annum in respect of telephone, broadband and other office costs. This sum will not apply to Cabinet Members as they have the use of combined mobile phones and hand held devices, together with the use of office facilities based at Port Talbot Civic Centre. The Current Members ICT Scheme is attached at Schedule 4.

17. Annual Reports

- 17.1 Members have the opportunity to produce an Annual Report in line with the approved Council Scheme. Support will be provided to Members who wish to produce such reports including making available the facility to publish reports on the Council Website.

18. Claims and Payments

- 18.1 All claims must be submitted to the Exchequer Section of the Directorate of Finance and Corporate Services by the 8th of the month. Claims over 90 days old will not be paid unless there are extenuating circumstances justifying the late claim, which must be approved by the Director of Finance and Corporate Services.
- 18.2 Allowances will be paid by the Director of Finance and Corporate Services by direct bank credit on the 28th day of each month (subject to bank holidays and weekend adjustments).
- 18.3 Where a payment of an instalment would result in a Member receiving more than his/her entitlement due to changes in the Regulations or to such other relevant circumstances, the payment shall be reduced accordingly.
- 18.4 Payment of salary and other allowances under this Scheme will be made to Members through the Council's payroll system. There will be no provision for Members to be paid through the Cashiers Service.

19. Pensions

- 19.1 The Authority shall enable its Members who are eligible to join the Local Government Pension scheme as administered by the City & County of Swansea Council. Both Basic and Senior Salaries are eligible amounts for pensionable pay.

20. Compliance

- 20.1 In accordance with the Regulations, the Authority must comply with the requirements of the Panel in respect of the monitoring and publication of payments made to members and co-opted members as set out in **Schedule 3**.

21. Other

- 21.1 A workforce agreement was approved by Trade Unions and staff in 2013.
- 21.2 This agreement stated that from 1 April, 2014, for a period of four years, Elected Members will be invited to make a voluntary contribution equivalent to comparable groups of employees in terms of remuneration and subject to a de minimus threshold equivalent to scale point 24 (£21,067 p.a. from April 2013).
- 21.3 This is equivalent to foregoing 50% of the annual pay award.

Members are reminded that expense claims are subject to both internal and external audit.

SCHEDULE 1

Approved duties for travel and subsistence: -

- attendance at a meeting of the Authority or of any committee of the Authority or of any body to which the Authority makes appointments or nominations or of any committee of such a body;
- attendance at a meeting of any association of authorities of which the Authority is a member;
- attendance at any other meeting the holding of which is authorised by the Authority or by a committee of the Authority or by a joint committee of the Authority and one or more other Authorities;
- a duty undertaken for the purpose of or in connection with the discharge of the functions of Cabinet;
- a duty undertaken in pursuance of a standing order which requires a Member or Members to be present when tender documents are opened;
- a duty undertaken in connection with the discharge of any function of the Authority which empowers or requires the Authority to inspect or authorise the inspection of premises;
- attendance at any training or developmental event approved by the Authority or its Cabinet;
- Any other duty approved by the authority, or any other duty of a class so approved, undertaken for the purpose of, or in connection with, the discharge of the functions of the authority or any of its committees, including attendance by Members at the request of a Corporate Director (or in his/her absence one of the Heads of Service) in connection with the functions of the Council or the Executive, and including attendance at Conferences, Seminars and Courses as an authorised representative of the Council.
- 'Attendance' need not necessarily be at any of the Council's offices, for example an invitation to attend a day or evening meeting, forum, function, seminar etc. in connection with the function of the Council and at which a Corporate Director or Head of Service considers the Council should be represented are acceptable.

SCHEDULE 2**Mileage Rates**

All sizes of private motor vehicle Up to 10,000 miles Over 10,000 miles	45 pence per mile 25 pence per mile
Private Motor Cycles Pedal Cycles	24 pence per mile 20 pence per mile
Passenger supplement	5 pence per mile

For outward journeys in excess of 100 miles, members are required to ensure that the most economical form of transport is used.

For journeys outside Neath Port Talbot, Swansea and Bridgend only one mileage claim will be paid for up to four Members and/or officers attending the same approved duty unless there are logistical, operational or economic reasons why this is unreasonable in which case specific authorisation of the Director of Finance and Corporate Services will be required.

No provision is made for the payment of travel expense in respect of 'ward duties'.

All mileage claims should be supported by a fuel VAT receipt.

Subsistence Allowance

The Independent Remuneration Panel for Wales (IRPW) does not require local authorities to allocate the maximum daily rate (£28 per day) between different meals, as the maximum daily rate reimbursable covers a 24 hour period and can be claimed for any meal if relevant, provided such a claim is supported by receipts. The Council however decided in its meeting of 24th March 2010 to divide the daily rate for subsistence as follows:-

Breakfast	-	£6.88
Lunch	-	£9.49
Tea	-	£3.73
Evening Meal		£22.90

Re-imbusement of alcoholic drinks is not permitted.

Subsistence expenses for official business which take place in-county or authority shall not be reimbursed (as is the current arrangement). This does not apply to Co-opted Members or Appointees who live outside the boundary of the Authority.

Overnight Stay

The maximum allowances for an overnight stay are £200 for London and £95 for elsewhere. No payment will be made for an overnight stay with friends or relatives.

Alternatively, in certain circumstances e.g. conference hotels or where no suitable accommodation is available, overnight accommodation may be pre-booked and paid for by the Authority in excess of the above limits, subject to reasonableness and approval of the relevant Corporate Director.

Co-optees Allowance

The Co-optees allowance, for those co-opted members with voting rights, will be paid at the rate set out below:

Chair of Standards or other Committee	£256 Per Day £128 Per Half Day
Co-opted Member of Standard Committee who also chair Standards Committee for Community and Town Councils	£226 per Day £113 Per Half Day
Other Qualifying Co-optees	£198 Per Day £99 Per Half Day

Payments to Co-optees can be made for reasonable pre-meeting preparation time – including attendance at Committee meetings, seminars, training and meetings with officers.

Meetings of up to four hours are payable at a rate per half day. A full day meeting is defined as over four hours.

SCHEDULE 3

Compliance

- The authority will arrange for the publication on the council's website the total sum paid by it to each member and co-opted member in respect of salary, allowances, fees and reimbursements no later than 30 September following the close of the year to which it relates. In the interests of transparency this will include remuneration from all public service appointments held by elected members.
- The authority will publish on the council's website a statement of the basic responsibility of a councillor and role descriptors for senior salary office holders, which clearly identify the duties expected.
- The authority will publish on the council's website the annual schedule of Member Remuneration not later than 31 July of the year to which the schedule refers.
- The authority will send a copy of the schedule to the Independent Remuneration Panel not later than 31 July of the year to which the schedule refers.
- The authority will maintain records of member/co-opted members attendance at meetings of council, cabinet and committees and other approved duties for which a member/co-opted member submits a claim for reimbursement.
- The authority will arrange for the publication on the council's website of annual reports prepared by members.
- When the authority agrees a paid substitution for family absence it will notify the Independent Remuneration Panel within 14 days of the date of the decision of the details including the particular post and the duration of the substitution.

SCHEDULE 4

Members ICT Scheme – December 2015

Introduction:

- (1) The Welsh Government requires local authorities, and Councillors to embrace e-government – the use of information and communication technologies to improve the activities of public sector organisations.
- (2) Councillors are required to have access to ICT facilities for the following purposes:-
 - to have publicly available e-mail addresses to enable constituents to contact their Councillors at any time;
 - to allow Councillors to keep in contact with their constituents, the authority, each other, and the outside world, which increasingly employs ICT to communicate;
 - to allow Councillors to access Council held information at any time to aid their ability to perform as a Councillor and for the benefit of their constituents.
- (3) All Councillors in Neath Port Talbot have publicly available Council e-mail addresses in the following format: "cllr@npt.gov.uk". Based on information and guidance from the Information Commissioner that a distinction between a councillor's personal information and Council information must be maintained, you must use this e-mail address for all Council-related business.

Members IT in NPT:

- (4) **Some Members do not have any IT at home:** In these cases Members have access to PCs at the Civic Centres. These Members are reminded that e-mails from members of the public could be held in their "cllr@npt.gov.uk" e-mail address. A user ID and password has been created for each member – if Members are not aware of these details, or wish to change to Home IT they should contact Democratic Services.
- (5) **Some Members have their own home PCs or laptops:**
 - These Members are responsible for purchasing their own equipment and broadband connection. They must also make arrangements for upgrade and/or renewal of machines/components, the supply of consumables, etc. Where a Member wishes to access the Council's network, the Member's equipment must be suitable for the purpose and must have appropriate software e.g. Anti-Virus, etc. **If members require any advice or guidance on appropriate software they should contact Member IT Support.**
 - Due to the fact that, in this scenario, Members are using their own equipment, they are responsible for all fault finding, servicing and back-up arrangements. ICT support will be limited to connection arrangements and any problems accessing

the Council's network. No ICT support will be available for any other software or hardware problems.

- These Members will normally have personal e-mail addresses. Members with a broadband connection can, with the assistance of the ICT Division, access the Council's network to utilise the many services available, including access to public and private Committee Documents and their "cllr@npt.gov.uk" e-mail account. Members who do not have a home broadband connection will only be able to access these facilities at the Civic Centres.
- Members should regularly check their "cllr@npt.gov.uk" e-mail inbox on the Council's services site as senders might assume they are able to make contact through this address. Note also that if Members have a broadband connection at home and, through this, access the Council's network, they must utilise the "cllr@npt.gov.uk" address for all their Council work and this address should be publicised as their prime Council contact address. This account will then be supported by the ICT Division who will ensure that adequate security is in place and that confidential e-mail remains confidential.

(6) The remaining Members have Council-owned home PCs or laptops:

- Members who join the NPT Home ICT Scheme must sign up to remain with the scheme for the duration of their term of Office (currently up to May 2017 unless they cease to be a Member during that period). Once joined, there is no opt-out provision.
- Those on the NPT Home ICT Scheme will receive all relevant equipment. All equipment supplied to Members for the purpose of the Home IT Scheme remains the property of the Council and must be returned when the Member ceases office.
- Connection to NPT services will be via the Member's own Broadband connection.
- The Scheme also includes appropriate software i.e. Anti-virus, etc., equipment upgrade reviews, software renewal, plus support from the IT Division in respect of servicing/back-up, etc. (incl. helpline & out-of-hours call facility).
- Saving of Work: whether working from home or the Members' Rooms PCs, any documents created under NPT Services (i.e. using Word, Excel etc), will be saved to a Council server where they will be automatically secured each evening. **For security and confidentiality reasons, all work undertaken as part of a Member's NPT duties should be saved in this way.** Personal work may be saved to the hard drive of the desktop PC or laptop but will not be automatically backed up by the IT Division, therefore Members will need to ensure this work is backed up to, for example, CD, memory stick or a Cloud service.
- **Security of Equipment and data: Members are expected at all times to ensure the safekeeping and utmost security of all Council-owned IT equipment and Council-related information. This includes the prevention of damage, theft or loss of the equipment and the unauthorised**

access/copying of information held on, or available through, the device. This provision is particularly pertinent in the case of laptops and iPads due to their portability and appeal to opportunist theft. Members should note that they often have access to very sensitive information which should not be allowed to fall into the hands of unauthorised persons.

- As stated previously, Members have a “cllr@npt.gov.uk” e-mail address. Note that this e-mail address should not be used by Members for personal purposes. As well as the corporate e-mail address, any Member can, at no extra cost to themselves, have their own personal e-mail address (most broadband providers now allow several extra e-mail addresses with each account).
- Members should undertake appropriate IT training provided by the Council. Please contact Democratic Services for details.
- To facilitate use of the Modern.Gov system that has been installed to improve access to the Council’s Committee business, members wishing to operate Modern.Gov as an alternative to receiving information through traditional channels will be eligible for an iPad, additional to the laptop/desktop PC that they opted for at the beginning of their term of office.

What is available when Member’s Connect to the Authority?

(7) The services available when members connect to the Authority will vary depending upon the method used to connect. The current ways to link to the Authority are:

- Using the computer in the Member’s Room
- Using a remote connection from home
- Using an iPad

The services available from the Member’s Room and from the Member’s home will be the same, the difference being the way the connection is established. From home the Member will be required to use two factor authentication (a fob) to make a secure connection whilst from the Member’s Room, Members will only need to use their user id and password. When connected the Member will be able to access:

- Microsoft Office – Word, Excel, Powerpoint, Publisher, Outlook/email
- The Council’s Intranet – an array of information including staff contact information, corporate policy, etc.
- Member’s Hub – Containing Member’s Seminar information, key documents, resources, Consultations, etc.
- Modern.Gov – Committee Documents, Committee Membership, etc.
- Electoral Register Search Facilities
- Secure document storage area

When using an iPad the services available to Members differ. The iPad makes information available to Members not only at home but also on the move and within meetings. The iPad allows Members to:

- Securely receive and send email from their corporate email address
- Access the Modern.Gov Application – which allows Members to securely access Committee Documents (including restricted documents) and to annotate those documents
- Access the Authority's Intranet Site – where an array of corporate information is available
- Securely store documents within the iPad
- Access the Internet for research, etc.
- Download and install applications which could aid them to carry out their Member duties

Personal Use of Council PC/Network:

- (8) **Personal use of a Council home PC, laptop or iPad** is permitted, subject to the provisions in this document and the Internet Usage Policy Note. However, the Council's network should not be accessed or used from home for personal use (this applies equally to Members with their own PC or laptop).
- (9) **When on a Council home PC or laptop**, the opening screen will not only allow access to the Council Services area but also to various other services. It is these other services e.g. Internet, personal e-mail, Word, Excel etc., that a Member is able to use for personal purposes. Note also that such personal use of, for example, Word or Excel, would involve local storage on the PC hard disk i.e. not a Council server. Members could also use a CD or USB memory stick for personal storage. **Members should not load any personal software on a Council PC or laptop without first contacting the IT Division – this includes applications from the Internet (see also Page 12 of this document re: copyright and software downloads).**
- (10) **For PCs in the Members' Rooms**, Members can make personal use of the Internet (except for the unacceptable activity laid down in the Internet Usage policy). This includes access to personal e-mail. The PCs should not otherwise be used for personal purposes i.e. Members must confine usage of these machines to their role as a Councillor or related political activity. Note that any documents created on these machines using, for example, Word or Excel, will be saved to a Council server.
- (11) **All Members should note** that the Council's e-mail address must not be used for personal purposes.

General Advice on Security:**(12) Password Advice:**

- Passwords should never be divulged to anyone.
- Passwords should not be written down.
- Passwords should be at least 7 characters long, mixed case and contain at least 1 number.
- If a Member believes a password has been compromised it should be changed immediately. Please contact the Member Support Helpline if assistance is required to change a password.

(13) Computer Viruses:

- Viruses are common and can, in some instances, cause considerable damage to a system or network. The following actions should be taken in defence:
 - If Members are unsure about software installed on their NPT machine or if any program or email causes concern they should contact the Member Support Helpline immediately.
 - If a Member believes a virus has found its way onto a NPT machine, the machine should be left as it is and the Member Support Helpline should be contacted immediately.
- Members must not attempt to disable any anti-virus software on NPT machines.

(14) Confidentiality:

Members must ensure that sensitive/confidential information is treated in the strictest confidence. No Authority-related sensitive information should be stored locally (on a PC's hard drive or USB stick). It is more secure if all Council documents are stored on Council servers.

(15) Mobile Device Security:

- **Mobile devices (such as laptops, BlackBerrys, etc) can be of great benefit to Members and employees but they also pose a very real threat to security of information. Members who use mobile devices should, if possible, ensure that no sensitive information (including person identifiable information) is stored on the device.**
- **The device must be safeguarded against loss or theft but also against unauthorised persons looking at the information held on the device.**

Advice and Help on the use of NPT Services/Internet:**(16) Policy and Advice for Members in relation to Internet Usage:**

this is included as Annex 1, to this document. This is a particularly important document to read through and observe.

- (17) **IT Training** is available for all Members. Please contact Democratic Services for details on 01639 763300 (x3300) e-mail democratic.services@npt.gov.uk
- (18) **Member Help lines** are shown below. Members may also e-mail the helpdesk on member.help@npt.gov.uk (this address is already in the contact list on your PC).
- (19) **Problems/Technical Enquiries** - Any Member who is not satisfied with the service received or is experiencing problems which are not being addressed should contact the IT Officers below:

Stephen John, Head of ICT

01639 686218 (x6218) e-mail: s.john@npt.gov.uk

Ian John, ICT Business Relations Manager

01639 686036 (x 6036) e-mail: i.f.john@npt.gov.uk

- (20) **Other Assistance** - If a Member wishes to discuss the provision of Members IT generally, they may contact:

Rhys George, Electoral and Democratic Services Manager

Tel No. 01639 7633719 (x3719) e-mail: r.j.george@npt.gov.uk

**Neath Port Talbot County Borough Council
Cyngor Bwrdeistref Sirol Castell-Nedd
Port Talbot**

**Policy and Advice to Members
in Relation to Internet Usage**

December 2015

Purpose of this Document

This document updates and replaces the earlier versions of the Internet Security Policy. Its purpose is to assist in making legitimate use of the Internet in the course of County Borough Council business as effective as possible, and to define acceptable and unacceptable uses of the Internet by Members.

Like any resource, use of the Internet should be limited to legitimate purposes and is governed by rules of conduct similar to those applicable to the use of other resources. Whilst proper use of the Internet is to be encouraged, there are serious legal risks, both to the Authority and to individuals, arising from misuse or the unintended consequences of actions taken.

Connection

Connection to the Internet via broadband at home will be by way of contract between the Member and supplier. If required, the IT Division will assist Members in connecting to the Council's network. Internet access is also available in the Members' Rooms at Civic Centres.

Acceptable Uses

Uses that are acceptable and encouraged are:

- ✓ Communications and information exchanges directly relating to the aims and business of the Authority.
- ✓ Use for research, analysis, advisory, professional or development activities related to official duties.

Personal Use

Personal Internet use on a Council PC at home is permitted, subject to the provisions below, and those specified under "unacceptable uses". However, the Council's network should not be accessed or used from home, for any personal use - this equally applies to Members with their own PC's at home.

It is important to note that Members are responsible for the use (or misuse) of the Internet from the Council's PC or laptop or using the Authority's Internet connection from Members' own machines.

Members using a Council PC in Council Offices can, subject to the "unacceptable uses" provisions below, make personal use of the Internet, including access to personal e-mail.

However, Members should not use the Council e-mail address nor conduct commercial business or activity for personal gain whenever on the Council's network.

The Council's e-mail address should not be used by any Members for personal purposes - a personal e-mail address should be set up for this purpose.

Unacceptable Use of the Council's Equipment/Network

Uses that are unacceptable involve the access, use, submission, publication, display, downloading or transmission of any information which:

- ✘ Violates any of the Authority's regulations, policies or procedures.
- ✘ Violates or infringes on the rights of any other person, including the right to privacy.
- ✘ Contains defamatory, false, inaccurate, abusive, obscene, pornographic, profane, sexually oriented, threatening, racially offensive, or otherwise biased, discriminatory, or illegal material.
- ✘ Restricts or inhibits other users from using the system or the efficiency of the Authority's computer systems.
- ✘ Results in the unauthorised editing of the Authority's web pages.
- ✘ Encourages the use of controlled substances or uses the system for purposes with criminal intent.
- ✘ Uses the system for any other illegal purpose.
- ✘ Solicit the performance of any activity that is prohibited by law.
- ✘ Conduct any unapproved business
- ✘ Transmit material, information, or software in violation of any law.
- ✘ Make any unauthorised purchases or commitments in the name of the Authority.

All Internet users on the Council's Network should bear in mind that a continuous and complete record of all Internet activity, including email, is maintained in respect of all users when connected to the Internet via the Council's Data Network. The same legal considerations apply to Internet misuse as to the misuse of other Council facilities. Internal Audit will, from time to time, undertake monitoring and investigation of such activities. The I.T. Division will also undertake investigations when requested to do so.

Copyright

Users may download copyright material for legitimate business purposes. However, the use of such material must be strictly in compliance with the author's copyright conditions or current copyright law.

All software downloads when using Council equipment must be authorised by the I.T Division and must comply with corporate IT policies and standards. Any applicable licence conditions must be complied with.

Internet Usage Consent

All users of the Internet and/or corporate email must be aware that all activity on the Council's Data Network is the property of the Authority and that, therefore, no such activity can be considered private.

SCHEDULE 5

Basic salary and senior salaries payable to Members of principal Councils 2016/17:

Basic salary (payable to all elected members) £13,300			
	Group A (Cardiff, Rhondda Cynon Taf, Swansea)	Group B (Bridgend, Caerphilly, Carmarthenshire, Conwy, Flintshire, Gwynedd, Newport, Neath Port Talbot, Pembrokeshire, Powys, Vale of Glamorgan, Wrexham)	Group C (Blaenau Gwent, Ceredigion, Denbighshire, Merthyr Tydfil, Monmouthshire, Torfaen, Isle of Anglesey)
Senior salaries (inclusive of basic salary)			
Band 1			
Leader	£53,000	£48,000	£43,000
Deputy Leader	£37,000	£33,500	£30,000
Band 2			
Executive members Level 1	£32,000	£29,000	£26,000
Executive members Level 2	£28,800	£26,100	£23,400
Band 3			
Committee chairs (if remunerated):		Level 1	£22,000
		Level 2	£20,000
Band 4			
Leader of largest opposition group ¹⁰		£22,000	
Band 5			
Leader of other political groups		£17,000	

Fees for co-opted members (with voting rights) of local authorities

Chairs of Standards Committees and Audit Committees	£256 (4 hours and over) £128 (up to 4 hours)
Ordinary members of Standards Committees <u>who also Chair Standards Committees for Community and Town Councils</u>	£226 daily fee (4 hours and over) £113 (up to 4 hours)
Ordinary members of Standards Committees; Education Scrutiny Committee; Crime and Disorder Scrutiny Committee and Audit Committee	£198 (4 hours and over) £99 (up to 4 hours)

Civic salaries (where paid) shall be payable as follows to Members of principal Councils

Remuneration of Civic Leaders and Deputy Civic Leaders <i>(inclusive of basic salaries)</i>		
Responsibility Level	Civic Leaders	Deputy Civic Leaders
Level 1	24,000	18,000
Level 2	21,500	16,000
Level 3	19,000	14,000

SCHEDULE 6

An updated schedule detailing the payments for all Members of Council, including Senior Salary holders, will be included here once the 2016/17 Remuneration Scheme has been approved by Council. This will be published early in the 2016/17 financial year and will be available for inspection on the Council's website www.npt.gov.uk.

EXECUTIVE DECISION RECORD

CABINET

13 JANUARY, 2016

Cabinet Members:

Councillors: A.H.Thomas, P.A.Rees, M.L.James, E.V.Latham,
Mrs.S.Miller, P.D.Richards, J.Rogers, A.J.Taylor and
A.N.Woolcock

Officers in Attendance:

S.Phillips, H.Jenkins, A.Evans, N. Jarman, G.Nutt, A.Thomas, R.Gordon,
Crowhurst and Mrs.A.Manlipp

1. **MEMBER'S DECLARATION OF INTEREST**

The following Member made a declaration of interest at the commencement of the meeting, as follows:-

Councillor Mrs S Miller

Report of the Head of Transformation in relation to the Strategic School Improvement Programme – Proposal to Amalgamate Melin Infant and Melin Junior Schools as she is Chair of Governors of both the Infant and Junior Schools and confirmed her dispensation to speak but not vote thereon.

2. **FREEHOLD DISPOSAL OF CYMMER SWIMMING POOL**

Decisions:

1. That the disposal of Cymmer Pool to the ownership of Llandarcy Park Ltd, a subsidiary of Neath Port Talbot College Group for the consideration of £1, be approved;
2. That the disposal, at less than market value, be approved, as this would contribute to the social well-being of the area since the purpose for which the property was being disposed of is likely to contribute to the promotion of the economic, social or environmental well-being of the whole or any part of the area or of all or any persons resident or present in its area in accordance with the Welsh Government consent;
3. That the premises, together with the fixtures, fittings, plant and equipment be transferred in its current state and condition;
4. That the disposal be subject to an overage agreement that the Council would benefit from any increase in value should the property be used for purposes other than a public swimming pool;
5. That pre-emption or “buy back” rights be included in the disposal contract whereby the Council would be entitled to buy back the site for £1 in the event that the premise was no longer used as a swimming pool; the rights to be exercised at the sole discretion of the Council.

Reason for Decisions:

The transfer of this facility will provide an opportunity to continue leisure provision in the Afan Valley and therefore contribute to the social well-being of the area for the reasons outlined in the circulated report.

Implementation of Decisions:

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

3. **STRATEGIC SCHOOL IMPROVEMENT PROGRAMME - PROPOSAL TO AMALGAMATE MELIN INFANT AND MELIN JUNIOR SCHOOLS**

Decisions:

1. That, having given due regard to the equality impact assessment, the risk assessment, the community impact assessment and the consultation responses, as contained in the circulated report, in line with Section 48 of the School Standards and Organisation (Wales) Act 2013, the statutory publication of a proposal to establish an English-medium, community primary school to replace Melin Infant and Melin Junior schools, both of which will be discontinued, be approved;
2. That the date of implementation be 1 September 2016;
3. That Notice of the proposal be published in the week commencing 18 January 2016, allowing 28 days for receipt of objections.

Reasons for Decisions:

1. In order to comply with the formal consultation requirements imposed on the Council by the School Organisation Code – Draft Statutory Notice attached at Appendix E, to the circulated report.
2. Implementation of the proposal will enable the Council to promote high educational standards and the fulfilment of every child's potential and enable the Council to meet its duty to secure efficient education in its area.

Implementation of Decisions:

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

Consultation:

Formal consultation was required, in line with the Welsh Government's School Organisation Code, July 2013, which specified the procedures to be followed, including the content of the consultation document and those to be consulted.

Consultation on this proposal commenced on 19 October 2015 with comments invited until 4 December 2015. A consultation report summarising the comments of consultees together with responses to

those issues was published on 8 January, and is available on the Council's website (see list of background papers contained in the circulated report). And is also attached to this report at Appendix A. Apart from a response from Estyn, no comments/comment forms were returned.

4. **STRATEGIC SCHOOL IMPROVEMENT PROGRAMME - PROPOSAL TO RECONFIGURE SECONDARY PHASE WELSH MEDIUM EDUCATION BY MAKING SUITABLE PROVISION IN BOTH THE NORTH AND THE SOUTH OF THE COUNTY BOROUGH WITH PROVISION IN THE NORTH PROVIDING BOTH PRIMARY AND SECONDARY PHASE EDUCATION**

Decisions:

1. that, having given due regard to the equality impact assessment, the risk assessment, the community impact assessment and the Welsh language impact assessment, as contained in the circulated report, in line with Section 53 of the School Standards and Organisation (Wales) Act 2013, the implementation of the proposal to reconfigure secondary phase Welsh-medium education by making suitable provision in both the north and the south of the County Borough with provision in the north delivering both primary and secondary phase education, be approved;
2. that the date of implementation be 1 September 2017.

Reasons for Decisions:

1. In order to comply with the legislative requirements to facilitate the implementation of the proposal which will enable the Council to meet its duty to secure efficient education in its area, including supporting, promoting and sustaining Welsh language education.
2. The proposal will assist the Council in promoting high educational standards and the fulfillment of every child's potential.

Implementation of Decisions:

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

Consultation:

1. Formal consultation was required in line with the Welsh Government's School Organisation Code, July 2013, which specified the procedures to be followed, including the content of a consultation document and those to be consulted;

2. Following consideration of a report of 30 July 2014, the Council's Cabinet gave approval to consult on a proposal to establish a school providing Welsh-medium education in the north of the County Borough for ages 3-18 and in the south of the County Borough for ages 11-16, which commenced on 9 February 2015 until 12 April 2015. A consultation report was published on 3 July 2015.

CHAIRPERSON

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EXECUTIVE DECISION RECORD

CABINET

2 FEBRUARY 2016

Cabinet Members:

Councillors: A.H.Thomas, P.A.Rees, E.V.Latham, Mrs.S.Miller,
P.D.Richards, J.Rogers, A.J.Taylor and A.N.Woolcock

Officers in Attendance:

S.Phillips, H.Jenkins, A.Evans, G.Nutt, D.Rees, Mrs.K.Jones and
Mrs.A.Manchip

1. **REVENUE BUDGET MONITORING**

Decisions:

1. That management arrangements be put in place to minimise overspends and the adverse impact on reserves;
2. That the additional grants received, be noted;
3. That the proposed reserve movements and budget virements be approved and that those exceeding £500,000 be commended to Council for approval.

Reason for Decisions:

To update the Council's budget for additional grants received, budget virements and reserve movements in line with the Council's Constitution.

Implementation of Decisions:

The decisions is will be implemented after consultation with the scrutiny committee and then consideration and approval by Council.

2. **CAPITAL BUDGET MONITORING**

Decisions:

1. That the proposed 2015/16 budget of £66.729m, as outlined in Table 1 of the circulated report, be approved and commended to Council;
2. That the position in relation to expenditure as at 31 December 2015, be noted.

Reason for Decisions:

To update the capital programme for 2015/16 and inform Members of the current year spend to date.

Implementation of Decisions:

The decisions will be implemented after consultation with the Scrutiny Committee and approval by Council.

3. **PROPOSED AMENDMENT TO THE COUNCIL'S TREASURY MANAGEMENT POLICY AND MINIMUM REVENUE PROVISION POLICY FOR 2015/16**

Decision:

That the revised Minimum Revenue Provision (MRP) Policy for the 2015/16 financial year, as contained in the circulated report, be commended to Council for approval.

Reason for Decision:

To ensure that the Council complies with its statutory requirement to calculate Minimum Revenue Provision charges which it considers to be prudent.

Implementation of Decision:

The decision will be implemented immediately after consultation with the Cabinet Scrutiny Committee and determination by Council.

4. REVENUE BUDGET 2016/17

Cabinet noted the comments and questions raised at the Scrutiny Committee and following consideration approved the budget at £270.9m as set out in the circulated report.

The Chief Executive gave Members a brief overview in that there remained an imbalance on the expenditure on Social Care, which remained very high as compared to the rest of Wales, and the schools and education budgets which had been eroded over time. It would therefore be necessary to modernise service delivery in Social Care to redress the imbalance in the short to medium term.

Decision:

That having due regard to the Equality Impact Assessment information contained in the circulated report and its Appendix:

- (i) The following matters be delegated to the appropriate Corporate Director following consultation with the Leader of Council, relevant Cabinet Member and Chairperson of the relevant Overview and Scrutiny Committee:-
 - Fees and charges applicable for the financial year 2016/17;
 - Fees and Charges which are applicable in any subsequent financial year and which, in the opinion of the relevant Corporate Director, need to be set in advance of the financial year for operational reasons;
- (ii) The following be commended to Council:-
 - Latest budget position 2015/16 – the revised budget position and arrangements for 2015/16;
 - Welsh Government Provisional Settlement announcement – confirmation of compliance with the Welsh Government's requirement to protect Schools funding
 - The Council's Revenue Budget for 2016/17 (taking into account the Equality Impact Assessment and Crime and Disorder impacts in setting the budget for 2016/17)
 - the Net Revenue Budget requirement for

2016/17, and the service plans for the delivery of the budgets;

- the budget/forward financial plan savings (outlined in Appendix 3 to the circulated report);
- that the Corporate Directors be instructed to progress the savings and improvement programme for the Authority
- Fees and charges for non executive functions – that the determination of the following matters be delegated to the appropriate Corporate Director, following consultation with the Leader of Council, the Deputy Leader and Chairperson of the relevant Non Executive Committee:-
 - Fees & charges applicable in 2016/17
 - Fees and charges applicable in any subsequent financial year and which, in the opinion of the Corporate Director, need to be set in advance of that financial year for operational reasons.
- That the Final Local Government Settlement which is due to be published by the Welsh Government on 2 March 2016, be noted and that a report setting out the Council's Budget Requirement and Council Tax for 2016/17 will be forwarded to the Council meeting of the 10 March, 2016.

Reasons for Decision:

1. To fulfil the statutory requirement to determine the budget for 2016/17;
2. To seek support for the Council's Forward Financial Plan;
3. To agree arrangements for Fees and Charges.

Implementation of Decision:

The decision will be implemented after consideration and approval by Council.

Consultation:

Extensive engagement and consultation has been undertaken.

5. **CAPITAL PROGRAMME 2016/19**

Decision:

That the Capital Programme for 2016/17 to 2018/19, as contained in Appendix 1 to the circulated report, be commended to Council for approval; and that the Programme be kept under review and updated during the year.

Reason for Decision:

To approve the Authority's Capital Programme in line with the Constitution.

Implementation of Decision:

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

CHAIRPERSON

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EXECUTIVE DECISION RECORD

CABINET

10 FEBRUARY 2016

Cabinet Members:

Councillors: A.H.Thomas, P.A.Rees, M.L.James, E.V.Latham,
Mrs.S.Miller, P.D.Richards, J.Rogers, A.J.Taylor and
A.N.Woolcock

Officers in Attendance:

S.Phillips, A.Evans, N. Jarman, G.Nutt, Mrs.N.Pearce and Mrs.A.Manchipp

1. **GYPSY AND TRAVELLERS' ACCOMMODATION ASSESSMENT**

Decisions:

1. That the GTAA (2016) methodology and findings as set out in Appendix 1 to the circulated report, be approved;
2. That the findings of the GTAA (2016) be authorised for submission to the Welsh Ministers for approval.

Reason for Decision:

To ensure compliance with the requirements of the Housing (Wales) Act 2014 and the Mobile Homes (Wales) Act 2013.

Implementation of Decision:

The decision will be implemented after the 3 day call in period.

CHAIRPERSON

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EXECUTIVE DECISION RECORD
CABINET BOARD - 24 FEBRUARY 2016
CABINET

Cabinet Board Members:

Councillors: A.H.Thomas, P.A.Rees, M.L.James, E.V.Latham,
Mrs.S.Miller, P.D.Richards, J.Rogers, A.J.Taylor and
A.N.Woolcock

Officers in Attendance:

S.Phillips, A.Evans, N. Jarman, G.Nutt, D.Michael, Mrs.K.Jones, Crowhurst
and Mrs.A.Manchipp

1. **MEMBER'S DECLARATION OF INTEREST**

The following Member made a declaration of interest at the
commencement of the meeting:-

Councillor Mrs S.Miller

Re: Report of the Head of
Transformation on the Strategic
School Improvement Programme –
Proposal to Amalgamate Melin Infant
School and Melin Junior School as
she is Chair of Governors of the
schools involved and also has
grandchildren who attend the school,
and confirmed her dispensation to
speak only.

2. **ALTERNATIVE SERVICE DELIVERY MODEL FOR ADULTS' SOCIAL
SERVICES**

Decisions:

1. That Option 2, as contained in the circulated report, be approved
as the way forward for Adult Social Services;

2. That the Director of Social Services, Health and Housing be authorised to:-
- a. Develop an Implementation Plan and Timetable for Option 2;
 - b. Make the necessary arrangements to fully implement Option 2, by no later than 31 March 2017, in consultation with the Cabinet Member for Social Care, Health and Housing, the Director of Finance and Corporate Services and other Officers as designated by the Chief Executive;
 - c. Produce regular Progress Reports to the relevant Scrutiny Committee;
 - d. Arrange a Staged Series of Business and Competitiveness Reviews for the Services in-scope. These to be chaired by an Independent Person of business and community standing; and
 - e. In the event that any of the Services in scope fail a Business and Competitiveness Review, the Director of Social Services, Health and Housing bring a report to Members seeking immediate conversion of those Services to Limited Company status.

Reason for Decisions:

In order for the Local Authority to ensure that services provided are competitive, efficient and sustainable.

Implementation of Decisions:

The decisions will be implemented after the 3 day call in period.

Consultation:

Extensive Consultation has been undertaken.

3. **STRATEGIC SCHOOL IMPROVEMENT PROGRAMME - PROPOSAL TO AMALGAMATE MELIN INFANT SCHOOL AND MELIN JUNIOR SCHOOL**

Decision:

Having given due regard to the equality impact assessment, the risk assessment, the community impact assessment and the relevant reports

as listed in the appendices/background papers to this report, and in line with Section 53 of the School Standards and Organisation (Wales) Act 2013, delegated authority be granted to the Head of Transformation to establish a 3-11, English-medium, community primary school to replace Melin Infant and Melin Junior schools (both of which will be discontinued) to be implemented as of 1 September 2016.

Reason for Decision:

1. This decision is necessary to comply with the legislative requirements to facilitate the implementation of the proposal which will enable the Council to:
 - promote high standards and the fulfilment of every child's potential;
 - meet its duty to secure efficient education in its area;
 - comply with legislative requirements.

Implementation of Decision:

The decision will be implemented after the 3 day call in period.

Consultation:

1. This school organisation proposal, which is being brought forward under the Council's Strategic School Improvement Programme, has been subject to external consultation.
2. Formal consultation has been required in line with the Welsh Government's School Organisation Code, July 2013, which specifies the procedures to be followed, including the content of the consultation document and those to be consulted.
3. Consultation on this proposal commenced on 19th October 2015 with comments invited until 4th December 2015. A consultation report summarising the comments of consultees together with responses to those issues was published on 8th January 2016. Apart from a response from Estyn, no comment forms were returned.

4. **URGENT ITEM**

Because of the need to deal now with the matter contained in Minute No. 5 below, the Chairman agreed that this could be raised at today's meeting as an urgent item pursuant to Section 100B (4) (b) of the Local Government Act 1972.

Reason

Due to the time element.

5. **SWANSEA BAY CITY DEAL**

Decisions:

1. That the Report of the Chief Executive in relation to the Swansea Bay City Deal together with the submission of the proposal, be noted;
2. That the report be referred to the Economic and Community Regeneration Scrutiny Committee;
3. That an all Member Seminar be arranged to inform Members of the proposals.

Reason for Decisions:

To facilitate Member engagement in, and awareness of, the process in relation to the Swansea Bay City Deal, at the outset and as it unfolds.

Implementation of Decisions:

The decisions will be implemented after the 3 day call in period.

CHAIRPERSON

EXECUTIVE DECISION RECORD
CABINET BOARD – 14 JANUARY, 2016
CHILDREN, YOUNG PEOPLE AND EDUCATION

Cabinet Members:

Councillors: P.A.Rees and P.D.Richards (Chairperson)

Officers in Attendance:

A.Jarrett, Ms.A.Flynn and Mrs.J.Woodman-Ralph

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Cllr. P.D.Richards be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS CHILDREN, YOUNG PEOPLE AND EDUCATION CABINET BOARD HELD ON 3 DECEMBER, 2015**

Decision:

It was agreed that this item be deferred to the next meeting due to both Cllr.P.D.Richards and Cllr.P.A.Rees not being present at the meeting on the 3 December 2015.

3. **FORWARD WORK PROGRAMME 2014/15**

Decision:

Noted by the Committee

4. **HILLSIDE SECURE CHILDREN'S HOME - CSSIW INSPECTION**

Decision:

That the report be noted.

5. **ESTABLISHMENT OF A TEMPORARY GOVERNING BODY FOR THE NEW ALL-THROUGH WELSH-MEDIUM SCHOOL REPLACING YG YSTALYFERA AND YGG Y WERN SCHOOLS**

Decisions:

1. That a governing body for the proposed new 3 – 18 'all-through' community Welsh – medium school replacing YG Ystalyfera and YGG Y Wern be established as detailed in the circulated report;
2. That approval be granted to include a staff governor on the temporary governing body as detailed above;
3. That parent governors be appointed by the current governing bodies, four from YG Ystalyfera and two from YGG Y Wern;
4. That one teacher and one staff governor be appointed by YG Ystalyfera governing body and one teacher governor by YGG Y Wern governing body;
5. That the recommendation as outlined in Paragraph Number 13 (b) (iii) of the circulated report in relation to delegated authority be withdrawn from consideration at today's meeting.

Reason for Decisions:

To enable the Local Authority to comply with legislative requirements for the establishment of a new school.

Implementation of Decisions:

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

6. **ESTABLISHMENT OF A TEMPORARY GOVERNING BODY FOR THE PROPOSED NEW PRIMARY SCHOOL REPLACING MELIN INFANT AND MELIN JUNIOR SCHOOLS**

Decisions:

1. That a temporary governing body for the proposed new 3-11 'all through' community primary school replacing Melin Infant and Melin Junior Schools be established as detailed in the circulated report;
2. That a staff governor be appointed to the temporary governing body;
3. That parent governors be appointed by the current infant and junior school governing bodies, two from each respectively;
4. That one teacher and one staff governor be jointly appointed by the current infant and junior school governing bodies, should there be no mutual agreement between the two current governing bodies as to the identification of the individuals, the Director of Education, Leisure and Lifelong Learning be authorised to make the appointment from nominations submitted by each of the two governing bodies;
5. That the Local Authority Governor representatives be Cllr. John Miller, Cllr. Mrs. Sandra Miller and Cllr. Mrs Sheila Penry.

Reason for Decisions:

To enable the Local Authority to comply with legislative requirements for the establishment of a new school.

Implementation of Decisions:

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

7. **GOVERNANCE ARRANGEMENTS FOR THE NEW ALL THROUGH 3-16 SCHOOL REPLACING TRAETHMELYN PRIMARY, CWRT SART COMPREHENSIVE, GLANAFAN COMPREHENSIVE AND SANDFIELDS COMPREHENSIVE SCHOOLS**

Decisions:

1. That the Instrument of Government, as detailed in Appendix A to the circulated report be approved, with the incorporation date of the 1 November, 2016 creating a permanent Governing Body;
2. That approval be granted for the name of the school to be Ysgol Bae Baglan.

Reason for Decisions:

To enable the Local Authority to comply with legislative requirements for the establishment of a new school.

Implementation of Decisions:

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

8. **PUPIL ATTENDANCE UPDATE REPORT**

Members received an overview of Pupil Attendance as detailed in the circulated report. Members were pleased with the increase in pupil school attendance which was the highest in both primary and secondary schools for a number of years. Members also noted that the December results, which were not included in the circulated report, showed the increase in attendance had continued.

Decision:

That the report be noted.

9. **UPDATE ON THE LOOKED AFTER CHILDREN'S STRATEGY**

Decision:

That the report be noted.

10. **UPDATE ON THE CSSIW ACTION PLAN**

Decision:

That the report be noted and that Members continue to monitor Children and Young People Services progress against the Care and Social Services Inspectorate Wales recommendations.

11. **ACCESS TO MEETINGS**

Decision:

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 exempt Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

12. **SUPPORTED LODGINGS SERVICE - CONTRACT EXTENSION**

Decisions

1. That approval be granted to extend the term of the Service Level Agreement for Supported Lodgings Service with Dewis Limited for three calendar months from the 1 April to 30 June, 2016;
2. That, in addition, approval be granted for the Council to extend the Service Level Agreement on a monthly basis from the 1 July until the 30 September, 2016, if required.

Reasons for Decisions:

1. To ensure that the Local Authority complies with statutory obligations in providing a Supported Lodgings Service for Looked After Children, Children in Need or Care Leavers;
2. To allow an appropriate transition period for children and young people currently supported by Dewis, should the contract be given to another provider following the retendering process;
3. To allow for a sufficient timeframe for the respective service providers to undertake the necessary legal requirements should TUPE apply.

Implementation of Decisions:

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

13. **SCHOOL IMPROVEMENT PERFORMANCE, PRIORITIES AND CAPACITY**

Decision:

That the report be noted.

CHAIRPERSON

EXECUTIVE DECISION RECORD

CABINET BOARD - 10 FEBRUARY, 2016

CHILDREN, YOUNG PEOPLE AND EDUCATION CABINET BOARD

Cabinet Board Members:

Councillors: P.D.Richards (Chairperson) and J.Rogers

Officers in Attendance:

J.Burge, I. Guy, Mrs.J.Woodman-Ralph and Miss.C.Davies

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Cllr.P.D.Richards be appointed Chairperson for the meeting.

2. **APPOINTMENT OF LA GOVERNOR REPRESENTATIVES FOR THE NEW ALL THROUGH WELSH MEDIUM SCHOOL TEMPORARY GOVERNING BODY**

Decision:

That, in line with approved policy, Local Authority Governor representatives be appointed to the five vacancies on the temporary governing body for the New All-through Welsh Medium School Ysgol Newydd Gymunedol Gymraeg in advance of its opening in September 2017 as set out below:

Cllr.Mrs.A.Chaves

Cllr.J.Evans,

Cllr.H.James,

Cllr.A.Llewelyn,

Cllr.P.A.Rees.

Reason for Decision:

To enable the Authority to contribute to effective school governance through representation on school governing bodies and the pupil referral unit single management committee.

Implementation of Decision:

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

CHAIRPERSON

EXECUTIVE DECISION RECORD
CABINET BOARD - 11 FEBRUARY, 2016
CHILDREN, YOUNG PEOPLE AND EDUCATION

Cabinet Board Members:

Councillors: P.A.Rees, (Chairperson), P.D.Richards and E.V.Latham

Officers in Attendance:

A.D.Thomas, J.Hodges and Mrs.J.Woodman-Ralph

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Cllr.P.A.Rees be appointed Chairperson for the meeting.

2. **MEMBER'S DECLARATION**

The following Member made a declaration of interest at the commencement of the meeting:-

Councillor P.D.Richards	Report of the Head of Participation – Childcare Facilities within Schools in Neath Port Talbot as his wife is manager of Baglan Buddies After School Club.
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3. **MINUTES OF THE PREVIOUS CHILDREN, YOUNG PEOPLE AND
EDUCATION CABINET BOARDS HELD ON THE 3 DECEMBER 2015
AND 14 JANUARY 2016**

Decision:

Noted by the Committee

4. **FORWARD WORK PROGRAMME**

Decision:

Noted by Committee.

5. **CHILDREN'S SERVICES STAFF SURVEY**

Decision:

That the report be noted.

6. **CONTRACT VARIATION FOR NPT WORKS**

Decision:

That delegated authority be given to the Head of Participation to sign the Contract Variation with Rehab Jobfit for the delivery of the NPT Works programme in Neath Port Talbot and Bridgend.

Reason for Decision:

To allow the Local Authority to define the Contract end date.

Implementation of Decision:

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

7. **CHILDCARE FACILITIES WITHIN SCHOOLS IN NEATH PORT TALBOT**

(Cllr. P.D. Richards re-affirmed his interest at this point and left the room for this item. Cllr.E.V.Latham substituted.)

Decisions:

1. That approval be granted to the principle of authorising the development of childcare facilities on school sites;
2. That the Head of Participation be authorised to develop childcare facilities on school sites and to report back to Members on an annual basis;

3. That the Head of Property and Regeneration be authorised to agree the terms and conditions of childcare facilities on school sites.

Reasons for Decisions:

To enable the Local Authority to meet statutory duties placed on it in the Childcare Act 2006 and to support Governing Bodies of schools in supporting the request for childcare facilities to be developed on school sites which will support the Child Poverty agenda in enabling parents the time to enter training or employment opportunities, or to access employment or training within the childcare sector.

Implementation of Decisions:

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

8. **NEATH PORT TALBOT MUSIC SERVICE (WEST GLAMORGAN MUSIC SERVICE)**

Decision:

That the report be noted.

9. **ACCESS ARRANGEMENTS - WELSH MEDIUM SCHOOLS**

Decisions:

1. That approval be granted for the practice of automatically classifying Ysgol Gyfun Ystalyfera as the nearest suitable school for children who have undergone the first stage of their education through the medium of Welsh (which has already been suspended) be discontinued;
2. That any revised future policy explicitly incorporate the requirements of the Learner Travel (Wales) Measure 2008 in relation to the decision on whether a school is suitable for a child;
3. That any revised future policy take into account any fresh statutory guidance issued by the Welsh Government.

Reasons for Decisions:

To clarify matters relating to access arrangements to Welsh Medium Schools.

Implementation of Decisions

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

10. **ACCESS TO MEETINGS**

Decision:

That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraphs 12, 13 and 14 of Part 4 Schedule 12A to the Local Government Act 1972.

11. **HILLSIDE FEES AND CHARGES REPORT**

Decision:

That the report be noted.

CHAIRPERSON

EXECUTIVE DECISION RECORD

CHILDREN, YOUNG PEOPLE AND EDUCATION CABINET BOARD

9 MARCH, 2016

Cabinet Members:

Councillors: P.A.Rees, P.D.Richards (Chairperson) and A.J.Taylor

Officers in Attendance:

C.Millis, N. Jarman and Mrs.J.Woodman-Ralph

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Cllr.P.D.Richards be appointed Chairperson for the meeting.

2. **MEMBER'S DECLARATION**

The following Member made a declaration of interest at the commencement of the meeting:-

Councillor P.A.Rees	Report of the Director of Social Services, Health and Housing – Contract between Hillside and Cefn Season Comprehensive School as he is Chair of Governors at Cefn Saeson.
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3. **MINUTES OF THE PREVIOUS CHILDREN, YOUNG PEOPLE AND EDUCATION CABINET BOARD HELD ON 11 FEBRUARY 2016**

Decision:

Noted by the Committee.

4. **FORWARD WORK PROGRAMME 2014/15**

Decision:

Noted by Committee

5. **CHILDREN AND YOUNG PEOPLE SERVICES 3RD QUARTER (2015-16) PERFORMANCE REPORT**

Decision:

That the report be noted.

6. **EDUCATION QUARTERLY PERFORMANCE MANAGEMENT DATA 2015-16 - QUARTER 3 PERFORMANCE (1 APRIL 2015- 31 DECEMBER 2015)**

Decision:

That the report be noted.

7. **ACCESS TO MEETINGS**

Decision:

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 Paragraphs 12, 13 and 14 of Part 4 Schedule 12A to the Local Government Act 1972.

8. **TIR MORFA CHILDCARE PROVISION**

The Head of Participation gave Members an overview of the Tir Morfa Childcare Provision as detailed in the private circulated report and Members noted there was a demand for this provision in the Sandfields area.

Decisions:

1. That approval be granted to suspend Rule 2.1 of the Contract Procedure Rules;
2. That approval be granted to extend the contract between the Council and Caralyn George t/a Georgie Porgie's for the provision of childcare services re: Flying Start Playgroup at Tir Morfa, Sandfields for a period of 12 months to 31 March 2017.

Reason for Decisions:

To enable the Flying Start Child Care provision to continue for a period of 12 months in Tir Morfa.

Implementation of Decisions:

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

9. **EARLY INTERVENTION AND PREVENTION RESERVED LOTS - CONTRACT EXTENSION**

Decisions:

1. That approval be granted for the Head of Participation to be given delegated authority to extend the agreement with Calan DVS and NSPCC for a period of 1 year until 31 March 2017 (taking into account any guidance and instructions issued by the Welsh Government).
2. That approval be granted to suspend Contract Procedure Rules 2 relating to the invitation of tenders in respect of the Domestic Violence and Thriving Families (Reserved Lots) and that the Council enter into agreements with Calan DVS and NSPCC to secure best value services in the areas of Domestic Violence and Thriving Families (Reserved Lots).

Reason for Decisions:

To enable the Local Authority to ensure best value for money, sustainability and continuity of service delivery.

Implementation of Decisions:

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

10. **CONTRACT BETWEEN HILLSIDE AND CEFN SEASON
COMPREHENSIVE SCHOOL**

Cllr. P. A. Rees re-affirmed his interest and withdrew from the meeting for this item and Cllr. A.J.Taylor substituted.

Decisions:

1. That approval be granted to commence the Consultation as detailed in the private circulated report.
2. That the results of the consultation process be brought back to Cabinet Board.

Reason for Decisions:

To build upon and develop the partnership between Hillside and Cefn Saeson School in line with the Estyn Report recommendations and achieve improved Management and oversight of the Hillside Education Staff and to further enhance Professional Development opportunities for Hillside Education staff. Also, to reflect and anticipate the findings of the Charlie Taylor Review.

Implementation of Decisions:

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

Consultation:

A period of consultation will be required with the Education Department at Hillside and Cefn Saeson.

11. **FAMILY SUPPORT SERVICES - FAMILY ACTION SUPPORT TEAM
CONTRACT EXTENSION FROM 1 APRIL 2016 - 31 MARCH 2017
AND FAMILY ACTION SUPPORT TEAM SERVICE TENDER**

Decisions:

1. That approval be granted to extend the term of the present Service Level Agreement for a Family Action Support Service with Action for Children for a period of twelve calendar months from the 1st April 2016 to the 31st March 2017;
2. That Rule 2 of the Contract Procedure Rules be excluded for the purposes of this arrangement.

Reasons for Decisions:

1. To enable the Council to remodel its Family Action Support Service through an open and transparent procurement process in line with new EU Regulations;
2. To allow for an appropriate transition period for children and young people currently supported by Action for Children, should the contract award go to another provider following the retendering process;
3. To allow for a sufficient timeframe for the respective service providers to undertake the necessary legal requirements should TUPE apply.

Implementation of Decisions:

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

CHAIRPERSON

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EXECUTIVE DECISION RECORD

CABINET BOARD - 19 JANUARY 2016

ECONOMIC AND COMMUNITY REGENERATION CABINET BOARD

Cabinet Board Members

Councillors: A.J.Taylor (Chairperson) and M.L.James

Invited Members:

Councillors: A.Carter, Mrs.J.Dudley, C.P.Golding, S.K.Hunt, I.B. James, Mrs.L.H.James, E.E. Jones, M. Jones, R.G.Jones, D.Keogh, Mrs.C.Morgans, Mrs.S.Paddison, Mrs.K. Pearson, Mrs.S.M.Penry, S.Rahaman, A. Taylor and D.Whitelock

Officers in Attendance

Mrs.N.Pearce, C.Morris and Miss G.Cirillo

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor A.J. Taylor be appointed Chairperson for the meeting.

2. **NEATH PORT TALBOT LOCAL DEVELOPMENT PLAN (LDP) - CONSIDERATION OF: THE INSPECTORS' REPORT; THE LDP AS AMENDED BY THE INSPECTORS' REPORT; THE FINAL SUSTAINABILITY APPRAISAL INCORPORATING STRATEGIC ENVIRONMENTAL ASSESSMENT [SA (SEA)]; THE FINAL HABITAT REGULATIONS APPRAISAL (HRA); THE LDP ADOPTION STATEMENT; AND THE PROCEDURES NECESSARY FOR FORMAL ADOPTION OF THE LDP.**

Decision:

That the Planning and Development Control Committee be consulted on the Neath Port Talbot Local Development Plan (LDP) - Consideration of:

the Inspectors' Report; the LDP as amended by the Inspectors' Report; the final Sustainability Appraisal incorporating Strategic Environmental Assessment [SA (SEA)]; the final Habitat Regulations Appraisal (HRA); the LDP Adoption Statement; and the procedures necessary for formal adoption of the LDP.

Reason for Decision:

To ensure compliance with the requirements of the Planning and Compulsory Purchase Act 2004, the Town and Country Planning Act (Local Development Plan) (Wales) Regulations 2015, The Environmental Assessment of Plans and Programmes (Wales) Regulations 2014 and The Conservation (Natural Habitats, &c) Regulations 1994.

Implementation of Decision:

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

CHAIRPERSON

EXECUTIVE DECISION RECORD

CABINET BOARD - 19 JANUARY 2016

ECONOMIC AND COMMUNITY REGENERATION CABINET BOARD

Cabinet Board Members:

Councillors: A.J.Taylor (Chairperson) and M.L.James

Officers in Attendance:

Mrs.N.Pearce and Miss G.Cirillo

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Cllr.A.J. Taylor be appointed Chairperson for the meeting.

2. **LOCAL DEVELOPMENT PLAN (LDP) - TO FURTHER CONSIDER THE EARLIER REPORT TO THE CABINET BOARD ON THE 19 JANUARY 2016 AND ANY COMMENTS RECEIVED FROM THE PLANNING COMMITTEE AND THE ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE**

Following consultation with the Planning Committee and the Economic and Community Regeneration Scrutiny Committee, the following recommendations be approved:

Decisions:

1. That the findings of the Inspector's report, as set out in Appendix 1 to the circulated report, be approved;
2. That the adoption version of the Neath Port Talbot LDP (2011-2026), as amended by the Inspectors' Report and the final elements of the Sustainability Appraisal and Habitats Regulations Appraisal, be agreed and approved;

3. That the Adoption Statement as set out in Appendix 2 of the circulated report be approved;
4. That the adoption and publication procedures as set out in the circulated report are implemented.

Reason for Decision:

To ensure compliance with the requirements of the Planning and Compulsory Purchase Act 2004, the Town and Country Planning Act (Local Development Plan) (Wales) Regulations 2015, The Environmental Assessment of Plans and Programmes (Wales) Regulations 2014 and The Conservation (Natural Habitats, &c) Regulations 1994.

Implementation of Decision:

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

CHAIRPERSON

EXECUTIVE DECISION RECORD

CABINET BOARD - 29 JANUARY, 2016

ECONOMIC AND COMMUNITY REGENERATION CABINET BOARD

Cabinet Board Members:

Councillors: A.J.Taylor (Chairperson) and M.L.James

Officers in Attendance:

S.Brennan and Mrs.T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor A.J.Taylor be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS ECONOMIC AND COMMUNITY REGENERATION CABINET BOARD HELD ON 4 DECEMBER, 2016**

Noted by the Committee.

3. **FORWARD WORK PROGRAMME 2015/16**

Decision:

That the Forward Work Programme be noted.

4. **ACCESS TO MEETINGS**

Decision:

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 Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

5. **CAEWERN UPPER CARE HOME**

Decision:

That the recommended offer received from Gwalia Housing for the purchase of the property formerly known as Caewern Upper Care Home, as detailed within the private circulated report, be approved.

Reason for Decision:

To enable the sale of surplus land and to attain a capital receipt.

Implementation of Decision:

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

6. **COMMUNITY EMPLOYABILITY CENTRE**

Decision:

That the grant of a lease to NSA Afan of the new Community Employability Centre, Water Street, Port Talbot, on the terms detailed within the private circulated report, be approved.

Reason for Decision:

To allow the refurbished premises to be used for the benefit of the residents of Aberavon and Port Talbot.

Implementation of Decision:

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

7. **FORMER DWR Y FELIN LOWER SCHOOL**

Decision:

That the sale of the former Dwr Y Felin Lower School site to Persimmon Homes, together with the right for Persimmon Homes to place attenuation apparatus under the Council's retained land, as detailed within the private circulated report, be approved.

Reason for Decision:

To enable the disposal of a surplus property and for the Council to attain a capital receipt.

Implementation of Decision:

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

8. **NPT SHOPMOBILITY**

Decision:

That the grant of a lease to NPT Shopmobility Ltd of the ground floor shop unit within the new Multi Storey Car Park, Neath, on the terms set out in the private circulated report, be approved.

Reason for Decision:

To allow the premises to be used for the welfare and wellbeing of disabled and elderly people in the Neath and surrounding areas.

Implementation of Decision:

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

9. **PONTARDAWE ONE STOP SHOP**

Members were pleased to note that the currently empty building would be utilised in such a positive way, and wished to acknowledge the work of officers in securing the funding from Swansea University.

Decision:

That the grant of the agreement for lease and lease to Swansea University of part of the ground and the entirety of the first floor of the One Stop Shop Premises, Holly Street, Pontardawe, on the terms set out in the private circulated report, be agreed.

Reason for Decision:

To allow the premises to be developed as a Welsh Centre for the promotion of the Welsh language.

Implementation of Decision:

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

10. **SENSE OF THE DRAGON FOOD FESTIVAL**

Cabinet Members requested that a feedback report be presented to the Scrutiny Committee and Cabinet Board from NSA Afan Officers, following the event.

Decisions:

1. That a one day Sense of the Dragon Food Festival at the Civic Centre Square, Port Talbot, organised by NSA Afan be approved, with the level of the fee to be determined by the Head of Property and Regeneration;
2. That a feedback report be brought back to a meeting of the Economic and Community Regeneration Scrutiny Committee and Cabinet Board from NSA Afan Officers, following the event.

Reason for Decisions:

To allow the event to proceed.

Implementation of Decisions:

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

CHAIRPERSON

EXECUTIVE DECISION RECORD
CABINET BOARD - 11 MARCH, 2016
ECONOMIC AND COMMUNITY REGENERATION CABINET BOARD

Cabinet Board Members:

Councillors: A.J.Taylor and M.L.James (Chairperson)

Officers in Attendance:

S.Brennan and Mrs.T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor M.L.James be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS ECONOMIC AND COMMUNITY REGENERATION CABINET BOARD HELD ON 29 JANUARY, 2016**

Noted by the Committee.

3. **FEES AND CHARGES 2016-17**

Decision:

That the report be noted.

4. **QUARTER 3 PERFORMANCE MONITORING, EDUCATION, LEISURE AND LIFELONG LEARNING**

Decision:

That the monitoring report be noted.

5. **QUARTER 3 PERFORMANCE MONITORING, ECONOMIC AND COMMUNITY REGENERATION**

Decision:

That the monitoring report be noted.

6. **FORWARD WORK PROGRAMME 2015/16**

Decision:

That the Forward Work Programme be noted.

7. **URGENT ITEM**

Because of the need to deal now with the matter contained in Minute No. 9 below, the Chairperson agreed that this could be raised at today's meeting as an urgent item pursuant to Statutory Instrument 2001 No. 2290 (as amended).

Reason:

Due to the time element

8. **ACCESS TO MEETINGS**

Decision:

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 Paragraph 14 and 16 of Part 4 of Schedule 12A to the Local Government Act 1972.

9. **CWMAVON COMMUNITY CENTRE**

Decision:

That the grant of the lease to Cwmavon Community Engagement Centre of Cwmavon Community Centre, on the terms set out in the private circulated report, be approved.

Reason for Decision:

To allow the premises to continue to be used for the benefit of the Community.

Implementation of Decision:

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

Consultation:

The local Members have been consulted and support the proposal.

10. **QUARTER 3 PERFORMANCE REVIEW - CELTIC LEISURE**

Decision:

That the report be noted.

11. **MARGAM ACTIVITIES CENTRE**

Decisions:

1. That the Head of Transformation and the Head of Property and Regeneration be granted delegated authority to enter into negotiations with a provider for the provision of activity services at Margam Country Park;
2. That the Head of Property and Regeneration be granted delegated authority to set and agree Heads of Terms on the part of the Council and the chosen provider for a leasehold arrangement for the provision of activity services at Margam County Park;

3. That the Head of Property and Regeneration be granted delegated authority to enter into a lease with a provider for the provision of activity services at Margam Country Park and any associated documentation;
4. That the Head of Transformation and the Head of Property and Regeneration be granted delegated authority to appoint a Valuer to determine the total value of the assets being held at present for the purposes of the activity services and in the event of a valuation being acceptable to enter in a sale or lease agreement for the sale or lease of these assets to the intended provider of the activity services at Margam Country Park.

12. **LLANDARCY HOUSE RENEWAL LEASE**

Decision:

That the negotiated deal to allow SWTRA to remain in occupation for a new 5 year lease at the rent set out in the private circulated report, for the purpose of continuity of business on the terms and conditions, be agreed.

Reason for Decision:

To permit continuity of service delivery for South Wales Trunk Road Agency.

Implementation of Decision:

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

13. **THE FORMER YGG CWMGORS (CWMGORS PRIMARY SCHOOL), PONTARDAWE**

Decision:

That the surrender of the ground lease of the former Primary School known as YGG Cwmgors, Heol y Gors, Pontardawe, on the terms set out in private circulated report, be approved.

Reason for Decision:

In order that the Authority will no longer have any financial obligations for the premises.

Implementation of Decision:

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

14. **THE FORMER MIN YR AFON CARE HOME, CWMAVON**

Decision:

That continued negotiations with the Re-Org Trust for the grant of a lease for the former Min Yr Afon Care Home to be used as a Supported Living accommodation for veterans of the military services, be approved.

Reason for Decision:

To enable the rental income from a surplus property.

Implementation of Decision:

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

15. **THE FORMER PORT TALBOT LOCAL DAY SERVICE, PEN Y CAE ROAD, PORT TALBOT**

Decision:

That the offer to purchase the property formerly known as Port Talbot Local Day Service, 48 Pen Y Cae Road, Port Talbot, from the purchaser and at the sum detailed within the private circulated report, be approved.

Reason for Decision:

To enable the sale of a surplus property and to attain a capital receipt.

Implementation of Decision:

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

CHAIRPERSON

EXECUTIVE DECISION RECORD
CABINET BOARD - 28 JANUARY, 2016
ENVIRONMENT AND HIGHWAYS CABINET BOARD

Cabinet Board Members:

Councillors: E.V.Latham (Chairperson) and Mrs.S.Miller

Officer in Attendance:

Mrs.T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor E.V.Latham be appointed Chairperson for the meeting.

2. **MINUTES OF THE ENVIRONMENT AND HIGHWAYS CABINET BOARD HELD ON 17 DECEMBER, 2015**

Noted by the Committee.

3. **HARBOUR REVISION ORDERS**

Decisions:

1. That the Authority's consultation response (as detailed at Appendix A to the circulated report) to the Marine Management Organisation in relation to the applications for Harbour Revision Orders for the Port of Neath and Port of Swansea, be approved;
2. That the Head of Planning be authorised to send the consultation response to the Marine Management Organisation;
3. That the Head of Planning be given delegated powers to authorise any further responses to consultations from the Marine

Management Organisation relating to the Harbour Revision Orders as proposed, or as may be amended.

Reasons for Decisions:

1. To keep Members apprised of the consultation request from the Marine Management Organisation and to allow for the Council's consultation response to be approved by Members;
2. To allow the approved consultation response to be sent to the Marine Management Organisation;
3. To allow a timely response on any subsequent amendments to the proposed Harbour Revision Orders that may be received from the Marine Management Organisation.

Implementation of Decisions:

The decisions are for immediate implementation, the Chairperson of the Scrutiny Committee had agreed to this course of action and therefore there would be no call in of these decisions.

Consultation:

This item has been subject to internal consultation.

4. **SAVINGS IN PUBLIC LIGHTING**

Decision:

That the previously agreed saving strategy with respect to street lighting (ENV550, Draft Budget Strategy 2016/17 report to Cabinet, 30 September 2015) for 2016/17 be amended from being achieved by 'part-night' switching off of lighting, to being achieved by dimming, as detailed in the circulated report.

Reason for Decision:

To assist in meeting savings requirements under the Council's Forward Financial Plan.

Implementation of Decision:

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

Consultation:

The item has been subject to external consultation.

5. **ROAD SAFETY STRATEGY 2015-2020**

Decision:

That the Road Safety Strategy 2015 – 2020, as detailed in the circulated report, be commended to Council for adoption.

Reason for Decision:

To formalise Road Safety delivery for 2015 – 2020 in line with the UK Government Strategic Framework for Road Safety and the Welsh Government Road Safety Framework for Wales.

Implementation of Decision:

The decision will be implemented after consideration and approval by Council.

Consultation:

This item has been subject to external consultation.

6. **VEHICLE FLEET PROCUREMENT PROGRAMME 2016-17**

Decision:

That the Vehicle Procurement Programme for 2016/17, as detailed at Appendix A to the circulated report, be approved.

Reason for Decision:

To enable the fleet to be more fuel efficient by producing better MPGs and reducing the carbon footprint of the Council by lower emissions.

Implementation of Decision:

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

7. **TRANSPORT TENDERS**

Decision:

That the retendering of transport contracts, as detailed within the circulated report, be noted.

8. **TRAFFIC ORDER - CRAMIC WAY**

Decision:

That the objections (as detailed within the circulated report) be upheld in part, and that approval be given for the revised scheme to be advertised as indicated on the plans (Appendix C and Appendix D to the circulated report) and subject to there being no objections, for the Order to be implemented (as detailed within the circulated report).

Reason for Decision:

To allow businesses to continue to trade, whilst at the same time preventing indiscriminate parking in the interest of road safety within the immediate vicinity of the new Parkway Station, and to legalise the 30mph speed limit for Police enforcement.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

9. **TRAFFIC ORDER - PRINCESS MARGARET WAY**

Members noted the verbal amendment given by Officers, whereby the Wards Affected should read Sandfields West, not Sandfields East.

Decision:

That the Proposed Prohibition of Waiting at Any Time Order on Princess Margaret Way, Aberavon, be advertised as indicated on the attached plan (Appendix A to the circulated report) and subject to there being no objections, the Order be implemented.

Reason for Decision:

To prevent indiscriminate parking in the interest of road safety.

Implementation of Decision:

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

Consultation:

A consultation exercise will be carried out when the scheme is advertised.

10. **TRAFFIC ORDER - YNYSMAERDY ROAD**

Members noted the verbal amendment given by Officers, whereby the Wards Affected should read Briton Ferry East, not Briton Ferry West.

Decision:

That the Proposed Prohibition of Waiting at Any Time Order on Ynysmaerdy Road, Briton Ferry, be advertised as indicated on the attached plan (Appendix A to the circulated report) and subject to there being no objections, the Order be implemented.

Reason for Decision:

To prevent indiscriminate parking in the interest of road safety.

Implementation of Decision:

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

Consultation:

A consultation exercise will be carried out when the scheme is advertised.

11. **TRAFFIC ORDERS - BRYN ROAD**

Decision:

That the objection be overruled and the proposed Traffic Regulation Orders, at Bryn Road, Cwmllynfell, be implemented as previously advertised, and the objector informed accordingly.

Reason for Decision:

To reduce speed and to prevent indiscriminate parking 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.

12. **TRAFFIC ORDERS - COPPERMINERS**

Decision:

That the proposed Traffic Orders (Prohibition of Waiting at any time Order on Cwmavon Road at its junction with the new access into the housing development and a One Way System within the estate) at Copperminers, Cwmavon, be advertised as indicated on the attached plan (Appendix A to the circulated report) and subject to there being no objections, the Order be implemented.

Reason for Decision:

To prevent indiscriminate parking 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.

13. **TRAFFIC ORDERS - JERSEY MARINE VILLAGE**

Decisions:

1. That the objections (as detailed within the circulated report) be upheld in part in so far as it relates to the relocation of the priority build out north east of Allt y Grug and the proposed speed cushion be located next to the existing priority build out, illustrated at Appendix D to the circulated report;
2. That central islands and the associated road markings be implemented as part of the scheme, illustrated at Appendix D to the circulated report;
3. That all other Traffic Orders set out in the circulated report be implemented as previously advertised with the exception of the priority build out north east of Allt y Grug;
4. That objectors be advised accordingly.

Reason for Decisions:

To reduce speed and prevent indiscriminate parking in the interest of road safety.

Implementation of Decisions:

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

Consultation:

This item has been subject to external consultation.

14. **ALLEGED PUBLIC FOOTPATH TONCLWYDA TO FOOTPATH NO 7**

Decision:

That a Modification Order be made under the provisions of the Wildlife and Countryside Act 1981 to add the path A-B-C (as detailed in the circulated report) to the Definitive Map and Statement, and if no objections are received, to confirm the same as an unopposed Order.

Reason for Decision:

There is sufficient evidence to show that the public have been able to use the path A-B-C for the requisite minimum period of 20 years throughout 1995-2015.

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. **PROPOSED DIVERSION OF FOOTPATH NO 41**

Members noted the verbal amendments to the circulated report:

Page 159 of the report states "Between points A and B" whereas it should read "Between points A and E".

Page 161 of the report reads "Removing the existing paths from A-B would be....." whereas It should read "Removing the existing paths from A-E would be"

Decision:

That a Diversion Order be made under Section 119 of the Highways Act 1980 to divert part of the footpath No. 41 from points A-E to A-B-C-D-E (as detailed within the circulated report), and if no objections are received to confirm the same as an unopposed Order.

Reason for Decision:

The grounds set out under Section 119 of the Highways Act 1980 can be satisfied and the owners and occupiers of the land wish to see this proposal progressed, and no objections have been made from any member of the public or the consulted organisations.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

16. **URGENCY ACTION 1272 - ROWANTREE AVE**

Decision:

That the following urgency action taken by the Director of Environment, in consultation with the requisite Members, be noted:-

Officer Urgency Action No. 1272, 17 November, 2015.

To serve Notice under Sections 289 and 290 of the Highways Act 1980 at Rowantree Avenue, Baglan.

17. **SIDE WASTE**

Following the recommendations from the Environment and Highways Scrutiny Committee (Side Waste report, 28 January 2016), including the extra recommendation as discussed in the meeting (decision number 4 below), Cabinet Board Members agreed the following:

Decisions:

1. That as an interim measure to be introduced in April 2016, black bag / wheeled bin waste collections should be restricted to one 140 litre wheeled bin plus one black bag per households (in areas on the wheeled bin service) or 4 black bags per household in all other areas;

2. That the Council introduce an exemption scheme for households that produce larger quantities of non-recyclable waste based, in the first instance, on a sticker scheme as detailed within the report of the Scrutiny Committee while the service monitors applications for exemptions which may show an alternative method would be more appropriate e.g. a larger wheeled bin;
3. That subsequently, black bag / wheeled bin waste collections should be restricted to one 140 litre wheeled bin per household (in areas on the wheeled bin service), or 3 black bags per household in all other areas, and these restrictions should be introduced after the Recycling + Phase 3 has been completed, that is spring 2017 at the earliest;
4. That the first refuse collection for households following Christmas, be exempt from restriction, as detailed within the circulated report;
5. That the Scrutiny Committee receive regular monitoring reports to monitor the effects of the new Policy;
6. That further recycling education schemes be developed and rolled out with a view to increasing recycling in the County Borough;
7. That the Council writes to the Welsh Government and the Minister for Natural Resources requesting that they continue to lobby retailers in relation to the packaging of products, and to inform the Council on what discussions have been held so far.

Reason for Decisions:

To implement a no side waste policy and appropriate exemption scheme to assist the Council with the aim of achieving future recycling targets set by the Welsh Government.

Implementation of Decisions:

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

18. **FORWARD WORK PROGRAMME 2015/16**

Decision:

That the Forward Work Programme be noted.

19. **ACCESS TO MEETINGS**

RESOLVED: That pursuant to Regulation 4(3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

20. **URGENCY ACTION 1273 - ELECTRONIC TIME TABLES INFORMATION DISPLAYS**

Decision:

That the following private urgency action taken by the Director of Environment, in consultation with the requisite Members, be noted:-

Officer Urgency Action No. 1273, 12 January, 2016.

Electronic Time Tables Information Displays.

CHAIRPERSON

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EXECUTIVE DECISION RECORD
CABINET BOARD - 3 MARCH, 2016
ENVIRONMENT AND HIGHWAYS CABINET BOARD

Cabinet Board Members:

Councillors: E.V.Latham (Chairperson) and Mrs.S.Miller

Officers in Attendance:

D.Griffiths, M.Roberts and Mrs.T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

That Councillor E.V.Latham be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS ENVIRONMENT AND HIGHWAYS CABINET BOARD HELD ON 28 JANUARY, 2016**

Noted by the Committee.

3. **AVAILABLE GRAVE SPACES**

Decision:

That the report be noted.

4. **REVOCATION OF RESIDENTS PARKING BAY, HENFAES ROAD, TONNA**

Decisions:

1. That the objections to the revocation of the residents parking bay at Henfaes Road, Tonna, be overruled and that the residents' parking

bay in front of 79 and 80 Henfaes Road be removed as previously advertised;

2. That the residents of Henfaes Road be consulted with a view to removing the one remaining residents' parking bay in front of 68 – 73 Henfaes Road, as shown at Appendix C to the circulated report.

Reason for Decisions:

To allow the residents of 79 and 80 Henfaes Road unobstructed access and egress to their off-street parking.

Implementation of Decisions:

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

Consultation:

This item has been subject to external consultation.

5. **TRAFFIC ORDER, RIDGEWOOD GARDENS, CIMLA**

Decisions:

1. That the objection be upheld in part (as detailed within the circulated report) and approval be given for the revised scheme to be advertised as indicated on the plan (attached at Appendix C to the circulated report) and subject to there being no objections, the Order be implemented;
2. That the objector to be informed accordingly.

Reason for Decisions:

To enable the owners and visitors to 1 Ridgewood Gardens to park in close proximity to the property whilst still stopping vehicles from parking within 10 metres of a junction as stated in the Highway Code.

Implementation of Decisions:

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

Consultation:

This item has been subject to external consultation.

6. **EXPERIMENTAL TRAFFIC ORDERS, COMMERCIAL STREET AND STATION ROAD, ABERGWYNFI**

Decision:

That the Experimental Traffic Regulations Orders at Commercial Street and Station Road in Abergwynfi be agreed and implemented for a maximum of 18 months.

Reason for Decision:

To prevent indiscriminate parking.

Implementation of Decision:

The decision is an urgent one for immediate implementation, following the consent of the relevant Scrutiny Chair and is therefore not subject to the call-in procedure.

7. **TRAFFIC ORDERS, LODGE DRIVE, FAIRWOOD DRIVE AND LAUREL AVENUE, BAGLAN**

Decision:

That the proposed Traffic Orders at Lodge Drive, Fairwood Drive and Laurel Avenue, Baglan be advertised as detailed on the plan (attached to the circulated report at Appendix A) and subject to there being no objections, the Orders be implemented.

Reason for Decision:

To prevent indiscriminate parking in the interest of road safety and to encourage turnover of parking for visitors to the local shops.

Implementation of Decision:

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

Consultation:

This item will be subject to external consultation.

8. **COMBINED HIGHWAYS AND NEIGHBOURHOOD WORKS PROGRAMME 2016/2017**

Decision:

That the Combined Highways and Neighbourhood Works Programme 2016/2017, as detailed in the circulated report, be approved.

Reason for Decision:

To support and progress the key themes and objectives of the Community Plan.

Implementation of Decision:

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

Consultation:

This item has been subject to consultation with Local Ward Members via their annual surgery meetings with the Cabinet Member.

9. **ENVIRONMENT AND HIGHWAYS PERFORMANCE INDICATORS FOR QUARTER 3 OF 2015/16**

Decision:

That the report be noted.

10. **FORWARD WORK PROGRAMME 2015/16**

Decision:

That the Forward Work Programme be noted.

CHAIRPERSON

EXECUTIVE DECISION RECORD

CABINET BOARD - 21 JANUARY, 2016

SOCIAL CARE, HEALTH AND HOUSING CABINET BOARD

Cabinet Board Members:

Councillors: J.Rogers (Chairperson) and P.D.Richards

Officers in Attendance:

Mrs.A.Thomas, N.Jarman and Mrs.T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor J.Rogers be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS SOCIAL CARE, HEALTH AND HOUSING CABINET BOARD HELD ON 17 DECEMBER, 2015**

Noted by the Committee.

3. **ANNUAL REPORT - CARERS' INFORMATION AND CONSULTATION STRATEGY 2013 - 2016**

Decision:

That the report be noted.

4. **CHANGES TO THE WAY IN WHICH ADULT SOCIAL CARE SERVICES WILL BE DELIVERED IN LINE WITH THE NEW SOCIAL SERVICES AND WELLBEING ACT (WALES) 2014**

Members noted the verbal amendments given by Officers at the Scrutiny Committee, which are shown below as highlighted in bold and italics:

Sustainability

In the current financial climate the council needs to identify **the most** cost effective ways to support its vulnerable adults and carers, while still providing services that meet the increasing levels of complex conditions and needs. In offering choice to individuals, **the** allocation of public funding must take into account not only individual eligible need but also the overall demand for finite resources. Ultimately, the Council will have to consider how needs identified in the Social Care Assessment can be met in **a way which is both** cost effective **and ensures a fair allocation of scarce resources among those requiring support.**

Every case will be decided on an individual basis, however in the interests of responsible financial management the Local Authority has to look at the levels of social care provision in the community, and therefore the following will apply:

- When a care and support package is being designed, the council will ensure the cost effectiveness of the community package will meet the assessed needs. This will take into account the personal outcomes of the service users and the range of provision available in NPT.
- Direct Payments will be actively promoted to enable individuals to maximise their choice and independence.
- Only Neath Port Talbot funding will be taken into consideration when determining the cost of a community care package. NHS and Independent Living Fund monies will be excluded from these cost calculations.

When the cost of a support package exceeds what can be provided through social care in the community, the council will work with service users and carers to explore a range of options to ensure that individual's preferred package of support can be provided. This **may** include service users supplementing the Council's allocated resources via alternative means such as; private resources/personal assets, benefits, Continuing Health Care, community resources, and/or third sector. However, the Care Manager must be satisfied that the final support plan meets eligible need and that any risk is managed in line with Neath Port Talbot's Positive Risk Taking Framework.

Decision:

That the report be noted.

5. **MEDICATION POLICY**

Decision:

That the updated Medication Policy and Medication Handbook, as detailed within the circulated report, be approved.

Reason for Decision:

To ensure that providers of domiciliary care services are assisted in carrying out the administration of medication for service users, where the service user is unable to do so.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

6. **FORWARD WORK PROGRAMME 2015/16**

Decision:

That the Forward Work Programme be noted.

CHAIRPERSON

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EXECUTIVE DECISION RECORD
CABINET BOARD - 18 FEBRUARY, 2016
SOCIAL CARE, HEALTH AND HOUSING CABINET BOARD

Cabinet Board Members:

Councillors: P.D.Richards (Chairperson) and P.A.Rees

Officers in Attendance:

A.Jarrett, Mrs.A.Thomas, Ms.M.Hayes and Mrs.J.Woodman-Ralph

1. **APPOINTMENT OF CHAIRPERSON**

That Councillor P.D.Richards be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS SOCIAL CARE, HEALTH AND HOUSING CABINET BOARD HELD ON 21 JANUARY, 2016**

Noted by the Committee.

3. **TRANSFER OF RESPONSIBILITIES TO ENVIRONMENT SERVICES**

Decisions:

1. That the delegation arrangements currently in force and set out in Paragraph (c) of the delegation arrangements to the Director of Social Services Health and Housing in the current Constitution (Version 13.08.15) as reiterated in the circulated report be transferred to the Director of Environment; the Head of Planning and Public Protection and the Environmental Health and Trading Standards Manager respectively;
2. That the Head of Legal Services be authorised to seek amendment of the Constitution by the Council in due course in order to reflect

the above changes to the delegation arrangements within the Constitution [version 13.08.15].

Reason for Decisions:

To ensure that the Constitution reflects changes to responsibilities and as such identifies the delegated powers required to deliver on those responsibilities.

Implementation of Decisions:

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

4. **PROVIDER SUPPORT FOR ADMINISTERING DIRECT PAYMENTS**

Decision:

That the establishment of an Approved List of providers for Direct Payment Support Services, including the granting of Delegated Authority to Officers to open up access to the list for new providers on a regular basis, be approved.

Reason for Decision:

To ensure that people wishing to have access to a Direct Payment will be able to do so in a way which supports their choices whilst simultaneously ensuring that the Council is able to meet its legal obligations.

Implementation of Decision:

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

Consultation:

This item has been included in the Forward Work Programme.

5. **UPDATE - DELIVERY OF THE INTEGRATED COMMUNITY RESOURCE TEAM**

Decision:

That the report be noted.

6. **QUARTER 3 PERFORMANCE MANAGEMENT DATA**

Members noted that due to the changes within the remit of the Head of Business Strategy and Public Protection the information in regard to Environmental Health and Trading Standards as contained within the circulated report would now be scrutinised at another Committee which is relevant to the appropriate portfolio.

Decision:

That the report be noted.

7. **FORWARD WORK PROGRAMME 2015/16**

Decision:

That the Forward Work Programme be noted.

CHAIRPERSON

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EXECUTIVE DECISION RECORD
CABINET BOARD - 7 JANUARY 2016
POLICY AND RESOURCES CABINET BOARD

Cabinet Board Members:

Councillors: A.N.Woolcock (Chairperson) and P.A. Rees

Officers in Attendance:

Mrs.K.Jones, D. Rees, Miss C.Gadd and Miss G. Cirillo

Wales Audit Office Representatives:

S. Barry and Mrs.S. Clements

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor A.N. Woolcock be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS POLICY AND RESOURCES CABINET BOARD HELD ON 19TH NOVEMBER 2015**

Noted by the Committee.

3. **MINUTES OF THE POLICY AND RESOURCES CABINET BOARD OF THE 10TH OCTOBER 2015 AND THE SPECIAL MEETING OF THE 3RD DECEMBER 2015**

Noted by the Committee.

4. **WALES AUDIT OFFICE (WAO) - PERFORMANCE MANAGEMENT ARRANGEMENTS**

The Chairperson thanked Officers present from Wales Audit Office for their comments and support in response to the Authority's Performance Management arrangements. It was noted that the Head of Corporate

Strategy and Democratic Services would arrange the training requested by Scrutiny Members on the matter.

Decisions:

1. That the progress made by the Council in implementing the proposals for improvement contained in the Wales Audit Office Report, as detailed in the circulated report, be noted.
2. That the findings of the Wales Audit Office follow up Review of the Council's Performance Management arrangements, as detailed within the circulated report, be noted.
3. That the actions proposed in relation to the recent Wales Audit Office Report, be endorsed.
4. That the Head of Corporate Strategy and Democratic Services arrange a series of training workshops for elected Members to support Members in using the new performance management framework.

Reason for Decisions:

To ensure the Council has a robust, fit for purpose corporate performance management framework to support the delivery of our commitment to protect jobs and services particularly to those that are most vulnerable and disadvantaged in our communities in times of severe and enduring austerity.

Implementation of Decisions:

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

5. **PROPOSED NATIONAL INDICATORS FUTURE GENERATIONS (WALES) ACT 2015**

Following discussions at the Scrutiny Committee, the cabinet Board agreed that the proposed draft response be amended to reflect the points made by Scrutiny Committee Members, following which the Head of Corporate Strategy and Democratic Services be authorised to submit the amended consultation response to Welsh Government.

Also, the Cabinet Board agreed that a covering note be prepared by the Head of Corporate Strategy and Democratic Services to accompany

commentary on each proposed wellbeing indicator to reflect the discussion that took place in the Scrutiny Committee about the fitness of the general framework being proposed for measuring the wellbeing goals. In particular, that the framework could track changes in inequality across communities and between particular population groups.

Decisions:

Cabinet Board agreed that the proposed consultation response attached at Appendix 1 to the circulated report be amended to take into account points made at the Scrutiny Committee meeting immediately preceding the Cabinet Board and that the Head of Corporate Strategy and Democratic Services be authorised to submit the amended consultation to Welsh Government, together with a covering letter that expressed the Council's views as to the overall fitness of the approach being taken to the development of wellbeing indicators.

Reason for Decisions:

In order to provide the Welsh Government with commentary on the proposals for national well-being indicators.

Implementation for Decisions:

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

6. **CCTV APPRAISAL - CONSULTATION OUTCOME**

Following discussions, the Cabinet Board acknowledged the concerns discussed at the earlier Scrutiny Committee in relation to the proposed reduction in the monitoring service and the methodology to be employed in decommissioning cameras where "a pressing need" was not demonstrated. As a result of the concerns expressed and in light of the slightly better than anticipated financial settlement the Cabinet Board agreed:

Decisions:

1. That the number of cameras across the county borough be reduced to be compliant with existing legislation and Codes of Practice as set out at Appendix 1 of the circulated report.
2. That the proposal that the CCTV service moves to a demand-led model be approved. This would mean active monitoring generally

only taking place at the weekend and bank holidays. During other times, cameras will remain operational but no active monitoring would be taking place. The implementation of this recommendation be deferred until 1 April 2017

3. That an update report be brought to Committee in early 2016 setting out the proposed methodology and timetable for developing the business case for establishing a joint service with the City and County of Swansea that tests the cost benefits of establishing a joint CCTV service either on a CCTV only scope, or, extending the CCTV service on joint basis to include other complementary functions.
4. That officers be authorised to finalise arrangements with Bridgend County Borough Council to deal with the Council's out of hours telephone response service to coincide with any reduction in CCTV monitoring out of hours.
5. That the Head of Corporate Strategy and Democratic Services be authorised to implement the recommendations of the Cabinet Board, including entering into agreements to effect the necessary changes within the overall cash limit approved for the service.
6. That the Head of Corporate Strategy and Democratic Services reports no less frequently than quarterly to the Policy and Resources Scrutiny Committee on levels of crime and disorder across the county borough so that Members can maintain an overview of the impact of the changes being recommended.

Reason for Decisions:

To further develop the proposals set out in the Council Budget 2015-16 to 2017-18 in order to achieve further savings in the cost of CCTV to the Council and provide the Best Value for Money Option.

Implementation of Decisions:

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

7. **TREASURY MANAGEMENT MONITORING 2015-2016**

Decision:

That the report be noted.

8. **REVIEW OF IMPACT OF REDUCED CASH OFFICE OPENING HOURS**

Decision:

That the report be noted.

9. **BUSINESS IMPROVEMENT DISTRICT (BID) COMPANY - LEVY COLLECTION**

Decision:

That the provision of services to the proposed Bid Company, with the recovery of additional costs incurred, as detailed within the circulated report, be approved.

Reason for Decision:

To enable the Council to provide services to the Neath Bid Company.

Implementation of Decision:

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

10. **WELSH CHURCH ACT FUND APPLICATIONS**

Decision:

That the applications as set out in Appendix 1 to the circulated report, be approved.

Reason for Decision:

To provide financial support, in accordance with criteria, in respect of grant applications received.

Implementation of Decision:

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

11. **TO RECEIVE THE FORWARD WORK PROGRAMME 2015/16**

Decision:

That the report be noted.

12. **ACCESS TO MEETINGS**

RESOLVED: that pursuant to Regulation 4(3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

13. **VALLEY LOANS**

Decision:

That the loan accounts, as detailed in the private circulated report, be written off.

Reason for Decision:

The accounts are irrecoverable.

Implementation of Decision:

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

14. **WRITE OFF OF COUNCIL TAX**

Decision:

That the accounts, as detailed in the private circulated report, be written off.

Reason for Decision:

The accounts are irrecoverable.

Implementation of Decision:

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

CHAIRPERSON

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EXECUTIVE DECISION RECORD
CABINET BOARD - 18 FEBRUARY 2016
POLICY AND RESOURCES CABINET BOARD

Cabinet Board Members:

Councillors: P.A.Rees (Chairperson) and E.V. Latham

Officers in Attendance:

Mrs.K.Jones, D.Rees, Mrs.A.Hinder and Miss G. Cirillo

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor P.A.Rees be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS POLICY AND RESOURCES CABINET BOARD HELD ON 7 JANUARY 2016**

Decision:

Noted by the Committee.

3. **URGENCY ACTION NO. 0365 - WELSH CHURCH ACT FUND FINAL ACCOUNTS**

Decision:

That the report be noted.

4. **MISCELLANEOUS GRANT APPLICATIONS AND WELSH CHURCH ACT FUND APPLICATIONS**

Decisions:

That the following Applications as detailed within the circulated report be approved:

1. Welsh Church Act Fund Applications

- a. Eglwys Brynlllynfell - Maximum Grant £1,000
- b. Action For Children, Darwin Road, Port Talbot

Maximum Grant of £1,000

Reason for Decisions:

In accordance with criteria and to provide financial support in respect of Applications received.

Implementation of Decision:

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

2. Miscellaneous Grant Applications

Decision:

That the provision of a grant to cover the rent due for the first five years of new lease agreements for bowling pavilions that have been taken over by appropriate community groups as outlined in the circulated, be approved.

Reason for Decision:

To establish criteria for the award of grants to community groups and to award cover for the rent due for the first five years of new lease agreements for bowling pavilions to appropriate community groups.

Implementation of Decision:

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

5. **DISCRETIONARY RATES SCHEME APRIL 2017-2019**

Decision:

That the Criteria for the Discretionary Rate Scheme as detailed within the circulated report, be approved.

Reason for Decision:

To enable the Council to provide discretionary rates relief to ratepayers from the 1 April 2017 to 31 March 2019.

Implementation of Decision:

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

6. **REVIEW OF COUNCIL TAX - SINGLE PERSON DISCOUNT**

Decision:

That Databank be authorised to carry out the review of the Single Person Discount for 2016/17 and that an appropriate press release be made in advance of this, as detailed within the circulated report.

Reason for Decision:

To enable the Council to decide on the method for carrying out a Single Person Discount Review and enable the Council to comply with its duty to ensure discounts are awarded correctly.

Implementation of Decision:

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

7. **COURT COSTS - COUNCIL TAX AND BUSINESS RATES**

Decisions:

That the costs associated with obtaining a Summons and Liability Orders in respect of Council Tax and Business Rates remain the same, as detailed within the circulated report as follows, be approved:

Council Tax

Summons = £42.00
Liability Order = £24.00

Business Rates

Summons = £41.00
Liability Order = £29.00

Reason for Decision:

To enable the Council to continue to charge for costs incurred in the recovery of Council Tax at the Magistrates Court

Implementation of Decision:

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

8. **TREASURY MANAGEMENT MONITORING REPORT 2015-2016**

Decision:

That the report be noted.

9. **URGENCY ACTION NO 0901 - WELSH GOVERNMENT
CONSULTATION PROPOSED RESPONSE - MULTI AGENCY
COLLABORATION IN RESPECT OF VIOLENCE AGAINST WOMEN,
DOMESTIC ABUSE AND SEXUAL VIOLENCE**

Cabinet Board acknowledged the points made in the Scrutiny Committee where the domestic abuse approach in the County Borough should accommodate people of all genders and re-affirmed the Council's

commitment to ensure the approach to domestic abuse was inclusive of all genders.

Decision:

That the report be noted.

10. **QUARTERLY PERFORMANCE MANAGEMENT DATA 2015/2016 - QUARTER 3 REPORT- 1 APRIL 2015 - 31 DECEMBER 2015**

Decision:

That the report be noted.

11. **DATA PROTECTION BRIEFING**

Decision:

That the report be noted.

12. **TO RECEIVE THE FORWARD WORK PROGRAMME 2015/16**

Decision:

That the report be noted.

13. **MINUTES OF OF THE JOINT MARGAM CREMATORIUM MEETING OF 25 SEPTEMBER 2015**

Decision:

Noted by the Committee.

14. **ACCESS TO MEETINGS**

RESOLVED: that pursuant to Regulation 4(3) and (5) of Statutory Instrument 2001 no. 2290 and the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

15. **LEISURE AND SOCIAL SERVICES RESIDENTIAL CARE WRITE OFFS**

Decision:

That the debts be written off as detailed in the private circulated report.

Reason for Decision:

The amount of debts are irrecoverable.

Implementation of Decision:

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

16. **COUNCIL TAX WRITE OFFS**

Decision:

That the accounts as detailed within the private circulated report, be written off.

Reason for Decision:

The accounts are irrecoverable.

Implementation of Decision:

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

CHAIRPERSON