



***ECONOMIC AND COMMUNITY REGENERATION SCRUTINY
COMMITTEE***

10.00 am FRIDAY, 15 JULY 2016

COMMITTEE ROOMS A/B - NEATH CIVIC CENTRE

PART 1

1. To receive any declarations of interest from Members
2. To receive the Minutes of the Economic and Community Scrutiny Committee held on 3rd June 2016. *(Pages 5 - 10)*
3. To receive the Scrutiny Forward Work Programme 2016/17. *(Pages 11 - 14)*
4. To scrutinise information and monitoring issues being reported by:

Report of the Head of Participation

5. NPT Works Report Card *(Pages 15 - 28)*
6. To select appropriate items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board reports enclosed for Scrutiny Members).
7. Any urgent items (whether public or exempt) at the discretion of the Chairman pursuant to Section 100B (4) (b) of the Local Government Act 1972
8. Access to Meetings to resolve to exclude the public for the following item(s) pursuant to Section 100A(4) and (5) of the Local Government Act 1972 and the relevant exempt paragraphs of Part 4 of Schedule 12A to the above Act.

PART 2

9. To select appropriate private items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board Reports enclosed for Scrutiny Members).

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Monday, 11 July 2016

Committee Membership:

Chairperson: **Councillor A.Llewelyn**

Vice
Chairperson: **Councillor I.B.James**

Councillors: M.Crowley, C.P.Golding, A.Jenkins, M.Jones,
D.Keogh, Mrs.M.A.Lewis, Ms.C.Morgans,
Mrs.S.Paddison, S.Rahaman and A.Taylor

Notes:

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

Members are asked to be selective here in regard to important issues.

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

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ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

(Committee Rooms A/B - Neath Civic Centre)

Members Present:

3 June 2016

Chairperson: Councillor A.Llewelyn

Councillors: C.P.Golding, A.Jenkins, M.Jones, D.Keogh,
Mrs.M.A.Lewis and Mrs.S.Paddison

Invited Councillors: D.W Davies, Mrs R Davies, E.E Jones, D.Lewis,
C. Morgan, and Mrs A.Wingrave.

Officers In Attendance: Mrs.N.Pearce, Collins, C.Morris and S. Curran

Cabinet Invitees: Councillors M.L.James E.V Latham S.Miller and
A.J.Taylor

1. **MINUTES OF THE ECONOMIC AND COMMUNITY SCRUTINY
COMMITTEE HELD ON 22ND APRIL 2016**

The Committee noted the minutes.

2. **SCRUTINY FORWARD WORK PROGRAMME 2016/17.**

The Committee received the Forward Work Programme for 16/17 and were reminded that the Forward Work Programme Planning Worksop will be taking place where the Committee will meet to plan their work for the year.

The Committee noted the Forward Work Programme.

3. PRE-SCRUTINY

The Committee scrutinised the following matters:

Cabinet Board Proposals

3.1 Planning Business Plan 2016-17

The Committee received the Planning Business Plan 2016-17 as contained within the circulated report.

Members from the Environment and Highways Scrutiny Committee were welcomed to the Committee for joint scrutiny of this item which crosses the remits of both the Environment and Highways and Economic and Community Regeneration Scrutiny Committees.

Members were informed that the service now incorporates Planning and Public Protection and a major achievement had been the inclusion of Environmental Health and Trading Standards into the Planning Department.

Members praised the successful completion of the 13 week public examination of the LDP (Local Development Plan) as well as the number of appeals against planning applications which had been upheld and the number of complaints dealt with within 48 hours.

Members noted a trend in the business plan relating to 'doing more with less' and that as resources decrease it is inevitable that performance will suffer. Members continued to note the increase in the amount of legislation being created by Welsh Government with no additional resources accompanying it to allow for the work to be completed. Members also expressed concern at monetary penalties being imposed if set timescales for planning applications were not met which was putting extra pressure on the service and its staff.

The Committee queried how staff are kept updated of changes to legislation and expressed concern in particular for part time workers with whom it can sometimes be difficult to get issues resolved. Officers shared the concern and committed to looking into how certain issues in relation to part time workers could be resolved.

Members queried if the situation at TATA Steel would have any effect on the East Pit site. Officers confirmed that although a small amount of business is conducted with TATA Steel it is not their main customer and the uncertain future of TATA should have no real impact on East Pit.

Further information was sought on the collaboration proposed for the Fabian Way area and Members were pleased to note the wide area that the planned proposal encompasses and looked forward to receiving more information via a SPG to this Committee.

Members requested a staff directory be produced now that Environmental Health and Trading Standards had joined the Department and a re-structure has taken place and suggested a Member Training Event may also be useful.

Members discussed the issue of abandoned properties across the County Borough and asked for an update on the proposed 'triage' service in relation to this. Officers explained the 'triage' was still in early development stages with the aim of reducing the number of officers having to be involved with investigating sites by getting groups of officers together in the early stages of the process to discuss and agree enforcement options. Members looked forward to an update on the approach as it is progressed.

Following scrutiny the report was noted with the Committee noting the ongoing performance of the service against the business plan be a priority.

3.2 Neath Port Talbot Local Development Plan (LDP)-
Consideration of the Parking Standards Consultation Draft
Supplementary Planning Guidance; the Pollution Consultation
Draft Supplementary Planning Guidance and the
publication/consultation procedures to be implemented.

The Committee received the Consultation Draft Parking Standards and Pollution Supplementary Planning Guidance (SPG) as contained within the circulated report.

The draft parking standards SPG supplements LDP Strategic Policy SP20 (Transport Network) and Policy TR2 (Design and Access of New Development) and Members were informed

about the standards that will need to be achieved in respect of parking provision across Neath Port Talbot.

The draft Pollution SPG supplements LDP Strategic Policy SP16 (Environmental Protection), Policy EN8 (Pollution and Land Stability) Policy EN9 (Developments in the Central Port Talbot Area) and Policy EN10 (Quiet Areas). Members were informed about the relevant matters which will need to be taken into account when developments are being planned.

Members noted the level of detail included in the report and praised all those involved in the work undertaken.

A query was raised in relation to home environment juxtaposed against parking criteria. An example was cited of having very good parking arrangements but living in cramped plots with very limited outside space and it was queried if developers are provided with minimum standards in relation to the home environment. Officers explained that this will be explored in the preparation of the 'Design' SPG and it was agreed that all future developments need to be sustainable.

Members asked if rural and urban areas are taken into account when considering parking standards and were informed that Zones and Thresholds are indeed included taking this into account.

Members noted that for cost efficiency reasons batches of SPGs will be published for consultation and the first will relate to 5 key strategic SPGs. Members looked forward to receiving subsequent SPGs in relation to Planning Obligations, Affordable Housing and Baglan Bay Development Framework and noted that responses to the consultation would be brought back to this Committee.

Following scrutiny, the Committee were supportive of the proposals to be considered by Cabinet Board.

4. **ACCESS TO MEETINGS**

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

5. **PRE- SCRUTINY**

The Committee scrutinised the following matters:

Cabinet Board Proposals

5.1 Bowls Pavilions

The Committee received information relating to the granting of leases of Bowls Pavilions to the user Bowls Clubs and Organisations as contained within the circulated report.

Concern was raised by a Local Member that they had not been consulted on the proposal despite it stating in the report that they had.

Members queried the sale of alcohol in the Bowls Club premises and Officers committed to looking into lease conditions and feeding back any issues to the Committee.

Members noted that the pavilions at Bryn, Ystalyfera, and Blaengwynfi are located within recreational grounds which are held by the Council on charitable trust. The Committee wanted to ensure that the Council have been discharging their obligations properly in relation to this and recommended to the Cabinet Board that:

‘...the leases/sublease of the Bowls Pavilions to the respective Bowls Clubs and Organisations on the standard terms, set out in the circulated report, be approved subject to full compliance with the Charities Act’

Following scrutiny, and with the above amendment, the Committee were supportive of the proposals to be considered by Cabinet Board.

5.2 Proposed Disposal of the Former Pontrhydyfen Primary School.

The Committee received an update on the outcome of the recent informal tender exercise for the former Pontrhydyfen Primary School as contained within the circulated report.

The committee considered representations from a local member on behalf of one of the bidders. Following consideration of all the information available to them the

Members were supportive of the recommendation to be considered by Cabinet Board.

CHAIRPERSON

**Economic and Community Regeneration Scrutiny Committee
Forward Work Programme 2016/17**

Date of Meeting	Agenda Item
3 June 2016	
	Pre-scrutiny of Cabinet Board Items
15 July 2016	
	NPT Works Report Card
	Quarterly Performance Monitoring (Q4)
	Pre-scrutiny of Cabinet Board Items
16 September 2016	Quarterly Performance Monitoring (Q1)
	Quarterly Performance Monitoring Celtic Leisure (Q1)
	Local Authority Partnership Agreement and PASS Service Report Card

	Access Managed Services Service Report Card
	Community Development Service Report Card and Update Report on Community Centres
	Pre-scrutiny of Cabinet Board Items
28 October 2016	Cultural Services (Theatres) Service Report Card
	Architectural Services Service Report Card
	Project Development and Funding Unit Report Card
	Annual Report Celtic Leisure
	Pre-scrutiny of Cabinet Board Items
9 December 2016	Margam Park Report Card
	Regeneration and Economic Development Service report Card
	Quarterly Performance Monitoring (Q2)
	Quarterly Performance Monitoring Celtic Leisure (Q2)

	Welsh Public Library Standards Report
	Library Services Report Card
	Pre-scrutiny of Cabinet Board Items
20 January 2017	European Funding Team Service Report Card
	Property, Estates and Facilities Service Report Card
	Development Management and Pollution Control Report Card
	Pre-scrutiny of Cabinet Board Items
3 March 2017	Planning Policy and Building Control Service Report Card
	Development Management and Pollution Control Service Report Card
	Building Control Service Report Card

	Quarterly Performance Monitoring (Q3)
	Quarterly Performance Monitoring Celtic Leisure (Q3)
	Pre-scrutiny of Cabinet Board Items

** TOWN CENTRE REGENERATION WILL BE INCLUDED AS A SPECIAL MEETING**

** BUDGET SCRUTINY WILL BE A SPECIAL MEETING IN OCTOBER**

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE 15th July 2016

Report of the Head of Participation – Chris Millis

Matter for information

Wards Affected: All

NPT Works Report Card 2015-16

Purpose of the Report

1. To inform Members of the progress of the NPT Works programme.

Background

2. NPT Works is a non-statutory service that was created in 2009 as a specialised unit delivering welfare-to-work programmes on behalf of the UK Government's Department for Work & Pensions (DWP). Initially delivering the flexible New Deal Programme but, since 2011, The Work Programme in Neath Port Talbot and Bridgend County Boroughs.
3. The Work Programme is one of the UK Government's flagship programmes. Participants are referred to the programme by Jobcentre Plus when they reach a specific milestone by type of participant group (there's 8 different types of groups in use in Wales) for length of unemployment or have been assessed by the Work Capability Assessment as being in the Employment Support Allowance (ESA) Work Ready Activity Group (WRAG). Participants are on programme for 2 years and income to the

service is by “Payments by Results”, so the majority of participant groups have to enter sustained employment for at least 6 months before any income is generated.

4. At its peak, NPT Works was dealing with 2,500 participants, more recently the numbers on programme has decreased to around 920 and in turn the number of staff delivering the programme has reduced significantly to 13.6 FTE and the likelihood is that number will decrease this financial year as participant numbers continue to fall.

NPT Works income is derived from a commercial contract with Rehab JobFit who are one of two Prime Contractor for the Work Programme delivery in Wales.

Financial Impact

5. The work delivered is funded by a contract with Rehab JobFit until 31st March 2017.

Equality Impact Assessment

6. Having considered the Council's screening assessment guidance produced to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010 it has been determined that the proposal within this report does not require an equalities impact assessment.

Workforce Impacts

7. There are no direct workforce or staffing issues in relation to this report.

Legal Impacts

8. There is no legal impact in relation to this report.

Risk Management

9. There is no identified risk to this report.

Consultation

10. Not applicable.

Recommendations

11. The report be noted.

Implementation of Decision

12. Not applicable.

Appendices

Appendix 1 - NPT Works Report Card 2015/16

Officer Contact

13. Chris Millis Head of Participation, Telephone 01639 763226 e-mail c.d.millis@npt.gov.uk

Neil Thomas Participation Co-Ordinator, Telephone 01639 686376
e-mail n.g.thomas@npt.gov.uk

Appendix 1 - NPT Works Report Card 2015/16

NPT WORKS

Service Report Card 2015-2016

Section 1: Brief description of the service

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NPT Works is a non-statutory service that was created in 2009 as a specialised unit delivering welfare-to-work programmes on behalf of the UK Government's Department for Work & Pensions (DWP). Initially delivering the flexible New Deal Programme but, since 2011, The Work Programme in Neath Port Talbot and Bridgend County Boroughs.

The Work Programme is one of the UK Government's flagship programmes. Participants are referred to the programme by Jobcentre Plus when they reach a specific milestone by type of participant group (there's 8 different types of groups in use in Wales) for length of unemployment or have been assessed by the Work Capability Assessment as being in the Employment Support Allowance (ESA) Work Ready Activity Group (WRAG). Participants are on programme for 2 years and income to the service is by "Payments by Results", so the majority of participant groups have to enter sustained employment for at least 6 months before any income is generated.

At its peak, NPT Works was dealing with 2,500 participants, more recently the numbers on programme has decreased to around 920 and in turn the number of staff delivering the programme has reduced significantly to 13.6 FTE and the likelihood is that number will decrease this financial year as participant numbers continue to fall.

NPT Works income is derived from a commercial contract with Rehab JobFit who are one of two Prime Contractor for the Work Programme delivery in Wales.

**Section 2:
Service Priorities 2016-17**

Priority	Actions to deliver priority	Officer Responsible	Timescale	What will be different? Measures and/or Outcomes
1: To achieve DWP target for Job Outcomes of participants on the Work Programme in both Neath Port Talbot and Bridgend	Ensure all staff are working towards the actions detailed in the work programme.	Gavin Hughes	31 March 2017, but reviewed Monthly	Increased numbers entering employment.
2: To be fiscally prudent to ensure that NPT Works' revenue budget meets predicted income/expenditure levels.	Work closely with Accountants to ensure that this is achieved	Gavin Hughes	31 March 2017, but reviewed Monthly	Increased financial returns
3: To ensure that NPT Works has appropriate and stable staffing levels required to deliver Rehab JobFit's Customer Journey Framework	Review staffing levels in line with corporate policies.	Gavin Hughes / Neil Thomas	July 2016 onward	Stable and effective workforce.

Section 3 Service Performance Quadrant 2015-16

Progress on Service Priorities

Priority 1: To Achieve DWP target of 100% (14-15) and 135% (15-16) for Job Outcomes of participants on the Work Programme in both Neath Port Talbot and Bridgend.

The over achievement of targets has been achieved by a combination of understanding the data more accurately and by the Service collectively working towards individual and team targets on a daily, weekly and monthly basis. Officers have been able to challenge themselves on their individual outcomes and levels of quality and this is reviewed in 1-2-1 meetings with Management.

Note: During 14/15, there was a change by DWP in the calculation of job outcomes. Rather than reflecting performance in the two years prior, job outcomes changed to “in month” hence the enhanced data figures of over 100%.

Priority 2: To be fiscally prudent to ensure that NPT Works’ revenue budget meets predicted income/expenditure levels. Please see Service Measure 2. This has been achieved due to the Payment by Results income method due to enhanced performance.

Priority 3: To ensure that NPT Works has appropriate and stable staffing levels required to deliver Rehab JobFit’s Customer Journey Framework

This will be achieved by working with HR and potentially going through Management of Change with staff members.

Measure	Comparative Performance	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)
Service Measure 1: Achieve DWP (Priority 1) job outcomes as per the Performance Framework: 100% in 14-15 and 135% in 15-16. See note above for explanation.	If available	116%	141.5%
Service Measure 2: Increased financial returns (Priority 2)	If available	Predicted £15,292 (Deficit) Actual £40,150 (Deficit)	Predicted £55,000 (Deficit) Actual £56,495 (surplus)

**Section 4:
Financial Quadrant 2015-16:**

The Service has concentrated on individual and collective performance which has enhanced the income levels month on month. In addition, expenditure has been closely monitored and, where appropriate, reduced.

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)
Corporate Measure (CM02): % revenue expenditure within budget Revenue Budget £	163% Predicted £15,292 (Deficit) Actual £24,858 (Deficit)	-203% Predicted £55,000 (Deficit) Actual -£111,495
Corporate Measure (CM03): Amount of FFP savings at risk	N/a New	N/A

**Section 5:
Employee Quadrant 2015-16**

Summary of employee performance:

The Services has faced long term sickness in a number of staff relating to illness, bereavement and non-work related injury. All have been dealt with in accordance to the Council's sickness policy and referrals, where appropriate, have been made to Occupational Health.

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)
Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence		
Service: NPT Works		
Total Service FTE days lost in the period	382	431
Average FTE	16.6	23.9
Directorate:	9.4 days	9.0 days
Council:	9.4 Days	9.7 Days

The Service, due to its inherent nature, needs to have a robust performance management framework to operate effectively. 1-2-1, Team meetings and quality monitoring take place to ensure that our challenging targets are achieved.

	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)
Corporate Measure (CM05): % of staff who have received a performance appraisal during 2015-16 (Target 100%) Number of staff who have received a performance appraisal during 2015-16	100%	100%
Corporate Measure (CM06): Number of employees left due to unplanned departures	None	None

**Section 6 :
Customer Quadrant 2015-16**

Summary of customer performance.

As a specialised unit delivering welfare-to-work programmes, participants are referred to the programme by Jobcentre Plus when they reach a specific milestone. By its very nature, complaints are received by customers that are often not directed at the service rather than the welfare system itself.

Note 1: The Service, as a public facing service, receives compliments for helping customers back into employment.

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)
Corporate Measure (CM07): Total number of complaints		
Internal	8	4
External (from the public)		
Corporate Measure (CM08): Total number of compliments		
Internal	See note 1	See note 1
External (members of the public)		
Corporate Measure (CM09): customer satisfaction measure/s	See note 1	

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