



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

10.00 am FRIDAY, 16 SEPTEMBER 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 15th July 2016. *(Pages 5 - 12)*
3. To receive the Scrutiny Forward Work Programme 2016/17. *(Pages 13 - 16)*
4. To scrutinise information and monitoring issues being reported by:

Report of the Head of Property and Regeneration

5. Corporate Improvement Objective- Prosperity for All (Regeneration and Employment)- Quarter 1 2016-17 *(Pages 17 - 32)*

Report of the Head of Participation

6. Physical Activity and Sport Service (PASS) Service Report Card *(Pages 33 - 46)*
7. Pontardawe Arts Centre Report Card *(Pages 47 - 62)*
8. Community Development Service Report Card & Update on Community Centres *(Pages 63 - 78)*

9. To select appropriate items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board reports enclosed for Scrutiny Members).
10. 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
11. 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

12. 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

Friday, 9 September 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:

15 July 2016

Chairperson: Councillor A.Llewelyn

Councillors: M.Crowley, M.Jones, Ms.C.Morgans and
S.Rahaman

Officers In Attendance S.Brennan, S. Curran, Ms.L.Willis, C.Morris,
W.John, P.Walker, O.Gavigan, N.Thomas and
L.Beynon

Cabinet Invitees: Councillors S. Miller and A.J.Taylor

1. **DECLARATIONS OF INTEREST FROM MEMBERS**

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

Cllr. A. Llewellyn: Private Joint Report of the Head of Property and Regeneration and the Head of Transformation re: Phase 2 Works at YGG Ystalyfera as he is a Governor and a parent at the school.

2. **MINUTES OF THE ECONOMIC AND COMMUNITY SCRUTINY COMMITTEE HELD ON 3RD JUNE 2016.**

Members asked for an update in relation to item 5.1 on lease conditions in relation to Bowls Pavilions. Officers explained that there is a standard clause in all leases to not permit the sale of alcohol but each application is assessed on a case by case basis.

The Committee noted the minutes.

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

The Committee received the Forward Work Programme for 16/17 and were reminded that the scoping meeting for the Tourism Inquiry is due to take place. The Committee were informed that a Special meeting of the Committee will take place on October 21st to consider the Budget.

The Committee noted the Forward Work Programme.

4. **NPT WORKS REPORT CARD**

The Committee received the NPT Works Report Card 2015-16 as detailed within the circulated report.

Officers explained that NPT Works is a non-statutory service that was created in 2009 as a specialist unit delivering welfare- to- work programmes on behalf of the UK Government's Department for Work and Pensions (DWP) delivering The Work Programme in Neath Port Talbot and Bridgend County Boroughs. Participants are on the programme for 2 years and income to the service is by 'Payments by Results'.

Members noted that NPT Works deals with approximately 920 participants and the number of staff delivering the programme has reduced significantly.

The Committee observed that minimal instances of sickness absence in a small section does impact heavily on sickness performance figures but were pleased to note that levels of sickness absence were reducing slightly.

Members noted that 100% of staff had received performance appraisals during 15-16 and that the number of complaints received has reduced.

Members queried if the performance and number of participants dictates the staffing compliment. Officers explained that this programme is due to run till 31st March 2017 and the staff numbers have been predicted up until this point.

Following scrutiny, it was agreed that the report be noted.

5. **PRE-SCRUTINY**

The Committee scrutinised the following matters:

Cabinet Board Proposals

5.1 Quarterly Performance Management Data 2015-16- Quarter 4 (Education.)

Members received information in relation to the Quarter 4 Performance in Education, Leisure and Lifelong Learning as contained within the circulated report.

The Committee noted the slight increase in the number of people using Public Libraries during the year which was attributed to the effort of the staff to attract audiences to the venues for activities and events.

The Committee further noted the decrease in the materials issued which could be attributed to a cut in the mobile library service by one vehicle and an amendment of the remaining mobile service from a two weekly to a three weekly schedule. Similarly there has been a decrease in reserved items supplied within 7 days which Members understood could be attributed to a 50% cut in the book-fund.

In relation to Sports and Leisure Centres there has been a decrease of visits to Local Authority centres and Members noted that this could be attributed to the transfer of two facilities to community groups. The opening of new Aberafan Leisure and Fitness Centre was discussed and Members looked forward to receiving performance data from Celtic Community Leisure in their next meeting; the Chair encouraged Members of the Committee to consider submitting questions and lines of inquiry in advance.

Members noted the significant increase in Stage 1 complaints compared to 14/15 which was mainly attributed to the 'Super Hero' day at Margam Park and noted the procedures that have been put in place to reduce the likelihood of a possible re-occurrence.

Following scrutiny, it was agreed that the report be noted.

5.2 Quarterly Performance Management Data 2015-16- Quarter 4 (Environment.)

Members received information in relation to the Quarter 4 Performance in Environment as contained within the circulated report.

Officers explained that in light of the recent announcements of significant job losses at TATA and the continued uncertainties about the future of the site the Economic Development Team is working with Careers Wales, DWP and Welsh Government to help those facing redundancy and in providing support to the many local businesses involved in the supply chain.

The Committee acknowledged the dip in performance relating to major applications determined within 8 weeks which was attributed to the complexity of the types of applications being received. Members queried the pre-application stage and if the charges now allocated to this process were resulting in a lesser take up; Officers agreed this could be contributing to the more complex issues being faced at the application stage which could have been negated at the pre application stage.

Following scrutiny, it was agreed that the report be noted.

5.3 Neath Port Talbot Local Development Plan

The Committee received the Consultation Draft Planning Obligations, Affordable Housing and Baglan Energy Park Development Framework Supplementary Planning Guidance (SPG) as contained within the circulated report.

In relation to the Planning Obligations SPG, Members asked for further information in relation to the difference between s.106 agreements and community benefit funds. A separate note will be prepared to explain the difference.

Members queried how the obligations in relation to the Welsh Language mitigation arrangements were monitored. Officers explained that the Council has a dedicated section 106 officer responsible for ensuring protocols are followed and contributions tracked. Members were also pleased to hear

about the ongoing work with Menter Iaith to monitor the effectiveness of the mitigation measures/schemes.

Members asked for further information in relation to the provision to deliver 1,200 affordable housing units over the plan period. Officers explained that the target of 1200 affordable units will be delivered through the planning system and not through Registered Social Landlords (RSLs) using Social Housing Grant (SHG). Officers also explained that the target will be monitored through the framework contained within the LDP. Members agreed the importance of monitoring policies annually to ensure plans remain on track.

Members noted that responses to the consultation SPG's would be brought back to this Committee.

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

5.4 European Structural Funds

Members received an update on the 2-14-2020 European Structural Funds programme as contained within the circulated report.

Members heard how the West Wales and the Valleys programme area comprising of 15 Local Authorities including Neath Port Talbot qualifies for the highest level of European Structural Funds support under the 'less developed area' programme for the period 2014-20.

Members asked for further information in relation to sustainable employment. Officers explained that the client is followed up 6 months later to see if they are still in employment as the aim is to promote long term and sustained employment; Members were pleased to note that zero hour contracts are not eligible for the programme.

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

5.5 European Structural Funds Update following EU Referendum Result

Members were notified of a variation to the agenda and that this report would now be taken in open session.

The Committee received an update on the 2014-2020 European Structural and Investment Funds (ESI Funds) and potential implications for the Council following the 23rd June 2016 European Referendum and the UK vote to leave the EU as contained within the circulated report.

Officers explained that Article 50 of the Lisbon Treaty needs to be invoked which will give the UK up to two years to negotiate withdrawal and once this has occurred deadlines and the Welsh European Funding Office (WEFO) has advised that until this time, the situation is 'Business as Usual' and will honour all existing funding commitments and continue to approve projects.

The Committee observed the potential implications for Neath Port Talbot schemes as contained within the circulated report. Members agreed that there should be a focus on those projects that had been approved and requesting extra funding from any unallocated spend as well as preparing robust exit strategies for existing projects.

Members expressed their gratitude to the existing European Team for their efforts and queried if the team is properly resourced to undertake the work that will be required in the coming months which will include maximising the amount of remaining funding; preparing 'box ready' project proposals for submission and ensuring robust exit strategies for existing projects.

Following discussion, the Committee recommended to the Cabinet Board that:

'The Committee feels that maximising the remaining available European Funding is a priority and are concerned that there are insufficient resources within the existing team structure. The Committee requests that the Cabinet Board considers these unique circumstances and explores all options available while considering proposals to maximise the resources within the team.'

The Committee requested that a letter be drafted to the UK and Welsh Government requiring the commitment to replace the loss of EU funding in Wales.

Following scrutiny, and with the above recommendation it was agreed that the report be noted.

5.6 Property and Regeneration Business Plan 2016-17

The Committee received the operational business plan for 2016-17 for Property and Regeneration for 2016-17 as contained within the circulated report.

Members heard detail about the unit's performance against last year's action plan and targets, the challenges and opportunities faced in the short and medium term and the actions and targets for the 12 months from April 2016 to March 2017.

Members were pleased to note that the days lost due to sickness absence was 6.1% for 15/16 which is below the Council average.

It was noted that 3 employees had left the team in the last year and exit interviews undertaken highlighted that this was due to job insecurity and salary; Officers explained that it is possible that more staff will seek alternative employment and explained the difficulty in recruiting suitable replacement staff on the salaries available.

Officers verbally updated the Committee on mandatory corporate measures to read:

CM03 % of revenue expenditure within budget was 99.13% for 14/15 and 98.88% for 15/16.

CM07 % of staff performance appraisals to be completed during 2016/17; Members were informed that this is a relatively new process and will be rolled out over the coming year.

The Committee praised the team for the completed actions and the priorities for the upcoming year.

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

6. **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.

7. **PRE-SCRUTINY**

The Committee scrutinised the following matters:

Cabinet Board Proposals

7.1 Digital Advertising Boards

The Committee received information in relation to the proposal to erect large outdoor digital advertising screens in Neath Town Centre and at the new Port Talbot Transport Hub as contained within the circulated report.

Members discussed the possibility of usage for the screens including advertising Council services and performance and broadcasting live events.

Following scrutiny, the Committee were supportive of the proposal to be considered at 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

	Pontardawe Arts Centre Report Card
	Community Development Service Report Card and Update Report on Community Centres
	Prosperity for All Highlight Report (Regeneration and Employment)
	Pre-scrutiny of Cabinet Board Items
21 st October 2016	SPECIAL BUDGET SCRUTINY
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 Report Card
	Accessed Managed Services Report Card
	Pre-scrutiny of Cabinet Board Items

3 March 2017	Planning Policy 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****

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

16 September 2016

REPORT OF THE HEAD OF PROPERTY AND REGENERATION – SIMON BRENNAN

MATTER FOR MONITORING

WARDS AFFECTED: ALL

CORPORATE IMPROVEMENT OBJECTIVE – PROSPERITY FOR ALL - REGENERATION - HIGHLIGHT REPORT – QUARTER 1 (1ST APRIL – 30TH JUNE) 2016/17

Purpose of the Report

- 1 To provide Members with the Priority for All Highlight Report – Quarter 1 2016-17 for **Regeneration** which provides a progress update for the first three months of 2016-17 for one of the Corporate Improvement Plan objectives which fall within the remit of the Economic and Community Regeneration Scrutiny Committee. This will enable the Economic and Community Regeneration Scrutiny Members to discharge their functions in relation to performance management.
- 2 The Prosperity for All improvement Objective covers three areas, Regeneration, Anti-poverty and Housing. Anti-poverty and Housing progress will be reported to their relevant scrutiny committees.

Executive Summary

- 3 Overall we are on track to deliver all activities planned for 2016-17 despite on-going challenging circumstances surrounding the economy.

- 4 The Regeneration and Economic Development Team have been at the forefront of attracting new private investment to Aberavon Seafront. For example, the redevelopment and expansion of a number of food outlets is helping to attract more visitors to the Seafront. The Team are also continuing to work with both existing businesses and potential new investors to further develop leisure and commercial opportunities. The recent completion and opening of the new adventure golf course complements these improvements and will help attract additional visitors to the area.
- 5 A Planning application has been submitted for the next phase of the redevelopment of Neath Town Centre. Plans include a parade of smaller retail units and apartments, part of which will front the pedestrian thoroughfare between Water Street and Orchard Street. The aim is to improve linkages between the new development and the existing town and key facilities such as the Gwyn Hall and the bus station, and improve the attractiveness of Neath as a place to visit and as a shopping destination. Residential apartments will provide additional living space within the town centre itself which should help to further improve the vibrancy of the area.
- 6 Plans for caravan and camping facilities at Margam Park are finally progressing after plans to fund essential infrastructure improvements have now been resolved. When the works are completed it will bring much needed spending power into the area as it is expected to attract thousands of visitors per year.
- 7 The Regeneration Team are continuing to actively source funding and identify potential partners to deliver refurbished historic buildings with potential commercial, retail, residential or leisure end use. To date this year, applications have been made to WEFO under the Building for the Future programme for funding to support The Plaza, Port Talbot Magistrates Court and 8 Wind Street projects. In addition, a number of the Vibrant & Viable Places projects have already been completed, with several more coming on-line shortly.
- 8 Driving forward regeneration projects in the Valleys to encourage tourism and improve employment opportunities is also progressing

well. In particular, RDP funding is already supporting 10 projects and 25 community groups/organisations including the Cognation project, which supports Mountain Biking in the Afan Valley and the appointment of a Business Development Officer within the Economic Development Team that will be tasked with encouraging and promoting activities within rural wards that will increase the contribution that the tourism industry makes to the local economy.

- 9 The Economic Development Team is also now responsible for managing the Neath Port Talbot Destination Management Plan (DMP). Work is progressing well and action plans are being drawn up for Margam Park, Aberavon Seafront and the Afan, Swansea, Dulais and Neath valleys.
- 10 Delivering community benefits to increase supply chain opportunities for local businesses and identify local jobs for local people is another priority area of work for the Economic Development Team. To date this year, two projects have been completed, i.e. the £40m Bae Baglan School (Welsh Government's 21st Century Schools and NPT Council funded) and the Employability Centre (former Fire Station) funded through Welsh Government's Vibrant & Viable Places Programme.
- 11 In total, these two projects have helped to support 41 local people back into work, provided over 3800 training weeks via apprenticeships, trainees, graduates placements and work experience opportunities, provided over £8.5m worth of contracts to local businesses and achieved more than 97% of spend with contractors in Wales.
- 12 Another function of the team is to help people into work where possible and having secured European funding, the Workways + project has completed its recruitment and is now up and running. In addition, Council Officers are working closely with the Department of Works and Pensions to deliver the Communities For Work project throughout the borough and the Communities First project continues to support people looking to return to work - 37 people have entered employment during this quarter.

Community groups are still being supported with core funding - 4 organisations have received funds to date this year.

- 13 The Economic Development Team continues to receive requests from local businesses for funding to support their expansion and growth plans. To date, these requests have been of a more positive nature as businesses are looking to improve their marketing, invest in new assets or train staff. These investments once completed will attract new private sector investment and support the creation of new jobs within Neath Port Talbot.
- 14 In addition, the Economic Development Team played a major role in ensuring Enterprise Zone status for Port Talbot Waterfront which will be of huge benefit to businesses and will further help promote economic growth and job creation in the area.
- 15 As a direct result of the announcement of significant job losses at Tata, and the continued uncertainties about the future of the site, the Economic Development Team have been working closely with Careers Wales, Department of Works and Pensions and Welsh Government to help those facing redundancy and provide support to the many local businesses within the Tata supply chain that have to deal with staff losses or look to new markets. This has led to an increase in the number of people attending the Council's Enterprise Club seeking advice and guidance on self-employment.
- 16 Finally, the Council continue to lead on the Distinctive Places and Competitive Infrastructure strategic aim of the Swansea Bay City Region Economic Regeneration Strategy. In particular, it has co-ordinated regional prioritisation of schemes under the Visit Wales Destination Attractor project and identified developments for funding under the Building for the Future programme.
- 17 It is also developing a package of Strategic Employment Site projects, including Harbourside, to submit to Wales European Funding Office and coordinating the £500m City Deal bid for the region to Welsh and UK Governments.
- 18 Funding has also been secured for the establishment of a Regional Marketing Suite at the Bay Campus which involves the

development of Regional 3D Map, a new 'invest' website and the setting up of a regional inward investment team, endorsed by the Swansea Bay City Region Board to attract new investment to the region.

Financial Impact

- 19 The performance described in the attached highlight report is being delivered against a challenging financial situation.

Equality Impact Assessment

- 20 Implementing the Prosperity for All priorities will assist the Council in delivering part of its Strategic Equality Plan. By working in partnership with appointed contractors and their supply chain in delivering community benefits on major developments within the County Borough such as the new Bae Baglan School, we can help disadvantaged individuals overcome barriers to employment by utilising the services provided through initiatives such as Workways+, LIFT, Communities First, etc.

Workforce Impacts

- 21 There are no workforce impacts.

Legal Impacts

- 22 To support the discharge of duty placed on the Council, as contained within:
- The Local Government (Wales) Measure 2009, to 'make arrangements to secure continuous improvement in the exercise of its functions'.
 - The Well-being of Future Generations Act in terms of "improving the social, economic, environmental and cultural well-being of Wales".

Risk Management

- 23 Failure to have robust performance monitoring arrangements could result in poor performance going undetected

Consultation

24 No requirement to on this item consult.

Recommendation

25 For Members to note the progress report for the Prosperity for All corporate improvement objective for Regeneration as contained within the attached highlight report.

Reasons for Proposed Decision

26 Matter for monitoring. No decision required.

Implementation of Decision

27 Matter for monitoring. No decision required.

APPENDICES

28 Appendix 1 - Prosperity for All Highlight Report for Regeneration– Quarter 1 2016-17

List of Background Papers

29 The Neath Port Talbot Corporate Improvement Plan – 2016/2019 “Rising to the Challenge”.

Officer Contact

30 Simon Brennan, Head of Property and Regeneration.
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31 Andrew Collins, Regeneration & Economic Development Manager.
Telephone: 01639 686416. Email: a.collins@npt.gov.uk

32 Julie Davies, Business Development Coordinator.
Telephone: 01639 686069 Email: j.davies1@npt.gov.uk



Corporate Improvement Priority: To support and invest in our town centres and communities to promote economic growth, regeneration and sustainability, maximise job opportunities and improve access to employment.

RAG Status	Summary of Progress
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 3 Green</p>	<p>Regeneration</p> <p>Overall we are on track to deliver all activities planned for 2016-17.</p> <p>Despite on-going challenging circumstances surrounding the economy, The Regeneration & Economic Development Team has continued to deliver significant outputs throughout the year.</p> <p>A number of the Vibrant & Viable Places projects have already been completed, with several more coming on-line shortly.</p> <p>The second phase of the Neath Town Centre redevelopment will soon be on site, and we continue to provide the infrastructure and facilities to further grow the visitor economy in the Borough, including the recently completed Adventure Golf Course on Aberavon Seafront and the forthcoming Camping & Caravanning Club site at Margam Park.</p> <p>The Economic Development Team is focused on growing our indigenous companies, as well as attracting Inward Investment to the area, and has achieved unprecedented results in terms of Community Benefits with over 3800 training weeks already achieved this year. They also helped establish the Port Talbot Waterfront Enterprise Zone.</p> <p>Our Employment Services remit has also been given a massive boost now that Workways+ has been re-established to provide work opportunities to those experiencing difficulties in doing so.</p> <p>Together, the Regeneration & Economic Development Team continues its commitment to improving the economic prospects of our communities and our citizens.</p>



What will be different? (Outcomes)	Lead Officer	RAG Status	Progress
<u>Regeneration</u>			
<p>1. We will encourage inward investment and bring forward a range of opportunities, including residential, retail and commercial developments.</p>	S. Brennan	Green	<ul style="list-style-type: none"> • We led on the Distinctive Places and Competitive Infrastructure strategic aim of the Swansea Bay City Region Economic Regeneration Strategy to deliver a regional co-ordinated approach to delivering schemes such as Visit Wales Destination Attractor project; Building for the Future and developing a package of Strategic Employment Site projects including Harbourside to submit to Welsh European Funding Office (WEFO). • Supported the establishment of a Regional Marketing Suite for Swansea Bay City Region including a Regional 3D Map and new 'invest' website to support a newly established regional inward investment team endorsed by the Swansea Bay City Region Board.
<p>2. The next phase of Neath Town Centre redevelopment will be completed.</p>	S. Brennan	Green	<ul style="list-style-type: none"> • Submitted Planning Application for next phase of the scheme which will include a parade of smaller retail units and apartments.
<p>3. The development of leisure and commercial opportunities at Aberavon Seafront will continue and will include a new adventure golf course.</p>	S. Brennan	Green	<ul style="list-style-type: none"> • The completion and opening to the public of the new 12-hole adventure family golf course in July 2016 is supporting the ongoing regeneration of Aberavon Seafront. • Supported 1 existing business with external improvements resulting in the creation of 2 new jobs, the safeguarding of 11 jobs and over £17k private sector investment.
<p>4. Caravan and camping facilities at Margam Park will be developed.</p>	S. Brennan	Green	<ul style="list-style-type: none"> • Work is progressing towards providing the enabling infrastructure to bring forward a scheme to improve tourism

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			<p>and visitor numbers to Margam Park and the area as a whole.</p> <ul style="list-style-type: none"> Proposed start on site - Autumn 2016.
5. We will access funding to refurbish, repair and maintain locally important buildings and structures.	S. Brennan		<ul style="list-style-type: none"> Building for the Future applications submitted for The Plaza, Port Talbot Magistrates Court and 8 Wind Street. Awaiting decision from WEFO.
6. We will drive forward regeneration projects in the valleys, to encourage tourism and improve employment opportunities.	S. Brennan		<ul style="list-style-type: none"> Economic Development Team has taken on the management of the Neath Port Talbot Destination Management Plan. Action plans are being developed for Margam Park, Afan Valley, Aberavon Seafront and Swansea, Dulais and Neath valleys. The Rural Development Plan funded Business Development Officer has been appointed and will be responsible for encouraging and promoting activities within the rural wards of Neath Port Talbot that increase the contribution that the tourism industry makes to the local economy. To date, supported 7 companies within the valley areas of Neath Port Talbot to deliver investment projects valued in excess of £90,000. These projects have created 8 new jobs and safeguarded 15.
7. We will continue to deliver the Vibrant and Viable Places Programme to combine support for people and places whilst encouraging partnership working	S. Brennan		<ul style="list-style-type: none"> The Vibrant and Viable Places Programme consists of 12 projects to be delivered over a 3 year period. The Employability Centre and Green Park Riverside Phase 1 projects have been completed so far this financial year. Several projects are awaiting planning approval and will commence within 2016-17.
8. We will identify employment for local people and supply chain opportunities for local companies within major developments in the county borough by working in partnership with	S. Brennan		<ul style="list-style-type: none"> Number of local people helped to get back into work – (latest data from 1st April 2016 – 30th June 2016 – 41. In 2015/16 we supported 75 people so are well on track to exceed last year's performance.



<p>Page 26</p> <p>developers/organisations who are delivering substantial investment programmes.</p>			<ul style="list-style-type: none"> • Number of completed apprenticeship training weeks, traineeships and work experience opportunities – (latest data from 1st April 2016 – 30th June 2016 - over 3800 weeks completed. This has already exceeded the 270 weeks achieved in 2015/16. • Number and value of contract opportunities secured by local businesses – (latest data from 1st April 2016 – 30th June 2016 – more than 50 companies secured contracts valued in excess of £8.6m).In 2015/16, 90 companies were supported so again we are on track to exceed this output. Value of contract is a new output introduced to measure performance so there are no historical figures to benchmark against. • 2 projects completed achieving more than 97% spend with contractors in Wales. % spend is also a new output introduced this year so there are no historical figures to benchmark against.
<p>9. We will continue to support local businesses to help them prosper; create more jobs and business start-ups.</p>	<p>S. Brennan</p>		<ul style="list-style-type: none"> • The number of business enquiries resulting in advice, information or financial support given to existing companies. (1st April 2016 – 30th June 2016: 139) <p>During the first quarter of 2016/17, the Team has received a high volume of enquiries from existing businesses looking for support on issues such as property, rates relief, local contract opportunities, tendering, events, etc. Although outputs are slightly down in comparison to the same period last year (181), Business Wales have now let their new business support contracts so additional referrals are expected which will improve performance in the next quarter.</p> <ul style="list-style-type: none"> • The number of new business - start-up enquiries assisted. (1st April 2016 -30th June 2016: 98)



As a direct result of the Team working in partnership with Careers Wales and the Department of Works & Pensions to support individuals affected by the Tata redundancies, the number of referrals to attend the Council's Enterprise Club looking for advice and guidance on self-employment has increased in comparison to the same period in 2015/16 (87).

- The number of new start-ups assisted through Innov8 programme.
(1st April 2016 -30th June 2016: 8)

This output is slightly down on the same period last year (14) but the Team are currently in the process of administering a number of applications from people looking to start up in business so it is anticipated that performance will increase significantly in the next quarter.

- The number of jobs created as a result of financial support by the Council (1st April 2016 -30th June 2016: 28)

Although lower than the first quarter last year (53), the Team are currently in the process of administering a number of applications from local businesses for funding to support investments in areas such as capital equipment, website development, accreditations, training and general marketing activities. It is anticipated therefore that performance will increase significantly in the next quarter.



Measures: Graphs

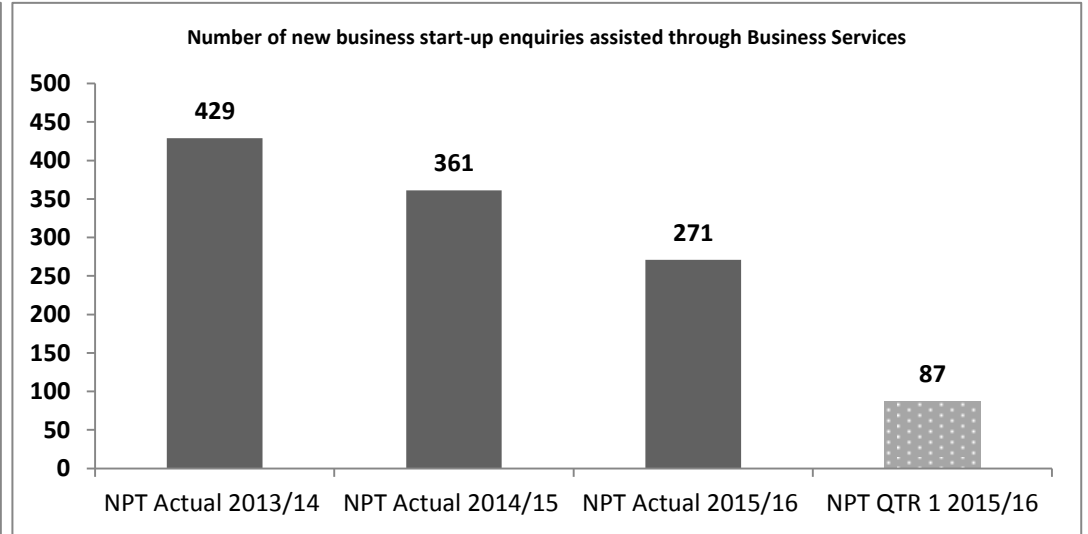
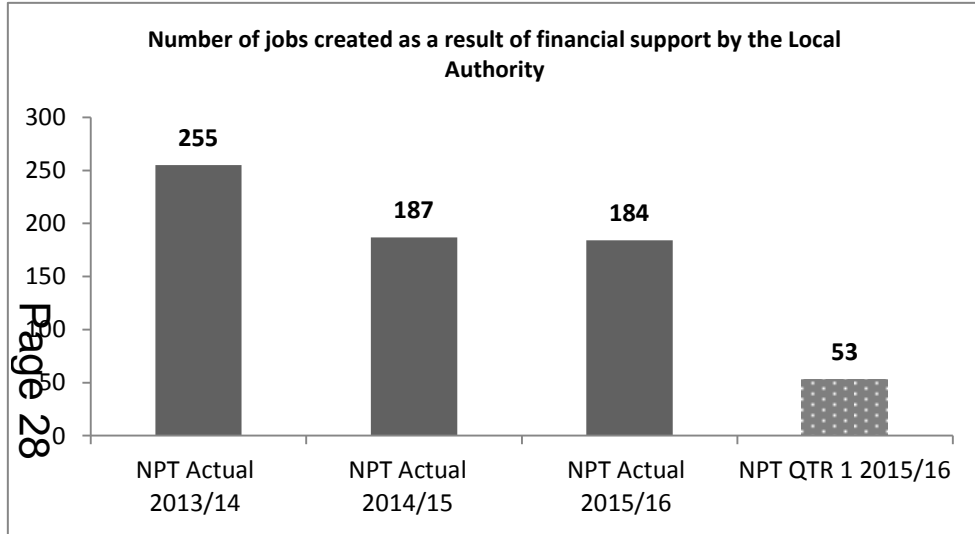


Figure 1
 Figure 2

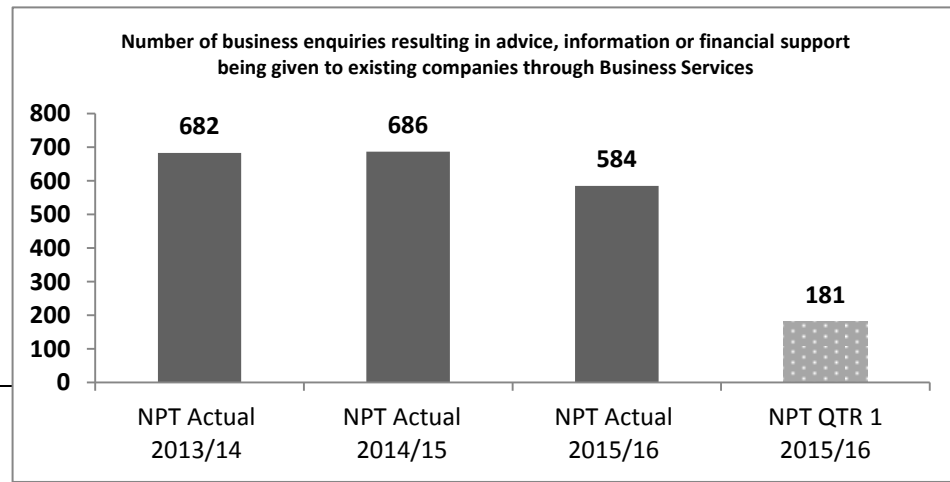


Figure 3



Corporate Risks (Corporate Risk Register):

Ref	Section	Risk Description	Mitigating Action	Latest L'hood score June 16	Latest L'hood impact June 16	Latest Total score at June 16	Latest Proximity at June 16	Target Date	Risk owner
Page 29 ENV06	Engineering and Transport	Adopted bridges/ retaining structures - inadequate revenue and capital funding required to meet maintenance needs leading to potential failure resulting in closure, weight and / or highways restrictions - negative impact on residents, communities and businesses	Enhance programme inspections; identify priority projects for improvement in HAMP and CPSG, also links to ENV05 and ENV11	5	5	25 H	1-4	Ongoing	Head of Engineering and Transport
ENV20	Planning	Failure of the owners / former operators of the Margam opencast coal site to complete an acceptable restoration of the site which is essential to protect the health and safety of surrounding communities which would otherwise be at risk of flooding from the void. The failure to restore will also result in the retention of a scarred landscape which has an unacceptable visual impact upon the	A working group is established to discuss an alternative restoration scheme which will secure a safe and restored site going forward. This scheme is the subject of a new planning application which is submitted with an agreed and restricted period of time. Should planning	5	5	25 - H	1-4	01/06/2017	Head of Planning and Public Protection



		character and appearance of the surrounding countryside.	permission be granted the escrow fund is used to deliver and implement the approved scheme.						
ENV19 Page 30	Planning	Planning permission is not implemented in accordance with the approved planning permission for the continuation and extension of the East Pit opencast coal site and / or due to the reduction in coal prices, the operator ceases to make regular payments to the restoration bond. This will lead to the retention of an unrestored and insufficiently bonded opencast coal site which could fill with water in an uncontrolled manner to the detriment of the health and safety of local communities	Ensure that regular and constant monitoring of the site is undertaken to secure compliance with the approved plans. Hold regular meetings with the operator with regard to the financial liabilities associated with delivering completion of coaling and restoration of this site. Take a cautious approach to paying back bond monies until absolute certainty is reached with regard to completion of the tasks associated with the restoration of the site.	5	5	25 H	1-4	on-going - upto 2020	Head of Planning and Public Protection
ENV14	Property & Regeneration	Difficulties in securing public and private investment necessary to deliver town centre regeneration	Continue to develop town centre proposals to provide investment opportunities	4	5	20 H	1-4	on-going	Head of Property & Regeneration
NPT02	All	Increase in demand for council services created by loss of jobs in local businesses (e.g. TATA)	Involvement in task group; early contingency planning through partnership working	4	4	16 H	1	Ongoing	Director of Environment
NPT07	All	EU - a 'no' vote in the referendum ballot taking place on 23rd June 2016 could lead to the inability to access European funding	Contingency plan to be developed. UK Government to develop / negotiate new relationship with EU within 2 years.	3	4	12 H	1	Review 30/09/2016	Director of Finance and Corporate Services



ENV13	Property & Regeneration	Abortive maintenance / construction costs as a consequence of changing service delivery strategies	Clear visibility from services on changes in future service delivery; impact statement included in business plans for 2016/17	4	3	12 H	1-4	Ongoing	Head of Property & Regeneration
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Risks are assessed in terms of proximity i.e. when the risk would occur. Estimating when a risk would occur helps prioritise the risk.

The proximity scale to be used is:

- 1. Zero to one year
- One year to two years
- Two years to three years
- Three years plus

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

16th September 2016

Report of the Head of Participation C.Millis

MATTER FOR MONITORING

WARD(S) AFFECTED: ALL

Physical Activity and Sport Service Report Card

Purpose of the Report

1. To present for Scrutiny the Report Card for Physical Activity and Sport Service within the Directorate of Education Leisure and Life Long Learning.

Executive Summary

2. The Physical Activity & Sport Service is committed to developing and promoting a better life for the population of Neath Port Talbot through active living. The Section supports many different projects / initiatives. Working in Partnership with Sports Council, Governing Bodies of Sport and Voluntary Sector Clubs, we aim to provide opportunities to enable the Community to become more active and enjoy healthier lifestyles.

The Report Card, set out in Appendix A, summarises the service priorities, key measures and key actions for The Physical Activity & Sport Service in 2016-17.

Background

3. The Physical Activity & Sport service is a non-statutory service, with the majority of the revenue budget grant funded.

The Physical Activity & Sport Service annually enters into a Local Authority Partnership Agreement with Sport Wales; in 2016-17 the total grant for the service from Sport Wales was £556,452.

The National Exercise Referral Programme is delivered on behalf of Public Health Wales for which we receive a 100% grant of £128,000 plus a grant of £8,000 from A.B.M.U.

Disability Sport Wales also provide a 100% grant of £21,000 to fund a part time officer.

The Welsh Ramblers association also provide a 100% grant of £12,000 to fund a part time officer.

The total grant support received for the service for 2016-17 is circa £726k, this is supported by a core budget for the service area of £33,945.

Financial Impact

4. There are no financial impacts associated with this report.

Equality Impact Assessment

5. There are no equality impacts associated with this report.

Workforce Impacts

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

Legal Impacts

7. There are no legal impacts associated with this report.

Risk Management

8. There are no risk management issues associated with this report.

Recommendation

9. That the report be noted.

Consultation

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

Appendices

11. Report Card

List of Background Papers

12. None

Officer Contact

13. Paul Walker,

Operations Coordinator

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Service Report Card 2016-2017

Physical Activity and Sport Service

Section 1: Brief description of the service

The Physical Activity & Sport Service is committed to developing and promoting a better life for the population of Neath Port Talbot through active living. The Section supports many different projects / initiatives. Working in Partnership with Sports Council, Governing Bodies of Sport and Voluntary Sector Clubs, we aim to provide opportunities to enable the Community to become more active and enjoy healthier lifestyles.

OUR CORE PROGRAMMES

- The Active Young People Programme
- Insport (Disability Sport Wales)
- The Local Authority Partnership Agreement
- National Exercise Referral Scheme
- Community Chest
- Let's Walk Cymru

The service is a non-statutory service, with the majority of the budget grant funded, the average FTE employees 20.

Section 2: Overall Summary of Performance for 2015-16 Financial Year

During 2015 -16 the Physical Activity & Sport Service delivered the savings required by the forward financial plan, this did result in two employees leaving the authority via the ER/VR scheme. Despite receiving reduced funding grants from Sport Wales, Disability Sport Wales and Public Health Wales the service area came in on budget.

The sickness level for the service area in 2015-16 was an average of 10 FTE days lost per employee. Development reviews, were carried out and during 16-17 we will be carrying out the new staff performance appraisal scheme.

The Physical Activity & Sport Service annually enters into a Local Authority Partnership Agreement with Sport Wales as a condition of grant and again this year we delivered all new priorities contained within the plan, this included the following projects.

- 28 Windsurfing
- 29 Foundation Phase
- 30 Physical Literacy Programme
 - Netball Tots
 - Community Net Ball Club Development
 - Community Badminton Club Development
 - Community Table Tennis Club Development
 - Wheel Chair Rugby

In 2015 Sport Wales carried out the second all Wales school sport survey; it is pleasing to report that Neath Port Talbot maintained its position of number 1 out of 22 Local Authorities for children's participation in physical activity. 55% of children participate in extracurricular sport 3 or more occasions in a week, the average for Wales is 48%. The full revenue budget for the service area was £687k, this included £150k FFP savings, which was achieved.

**Section 3:
Service Priorities 2016-17**

Priority	Actions to deliver priority	Officer Responsible	Timescale	What will be different? Measures and/or Outcomes
1: Deliver the Local Authority Partnership Agreement 16-17	Creation of new junior extracurricular sports clubs	Active Young People Coordinator	Financial year 2016-17	Increased children's and young people's participation in physical activity and sport. Increase by 2017 from 55% to 58%
2: Deliver the National Exercise referral programme across Neath Port Talbot	Increase the number of referrals to the programme by Medical professionals and increase retention.	N.E.R.S Coordinator	Financial year 2016-17	Increase the number of chronically ill citizens who have the opportunity to exercise in a safe environment. Referral Target is 768 per annum
3: Achieve the bronze insport award for inclusion from Disability Sport Wales.	Increase the number of fully inclusive sports club, and presentation to Panel.	Disability Sport Development officer.	November 2016	Increase in the number of fully inclusive sports clubs.
4: Deliver the lets walk Cymru Programme.	The walking development officer to continue to support the established walking groups and train walk leaders as required.	Walking Development officer	Financial year 2016-17	Maintain the number of regular walkers in established groups. During 2015-16 this figure was 521.

**Section 4:
Service Performance Quadrant 2016-17**

Note 1 With regard to **CMO1** although the Service has a web site and extensively uses Social Media with 550 friends on face book and 1311 followers on twitter. We do not carry out any transactions through the web.

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	Comparative Performance	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Service Measure 1: 58% of children hooked on Sport (Priority 1) this is measured by Sport Wales Every two years.	2013 46%	2015 55%	Welsh Average 48%	Next Survey 2017	Next Survey 2017
Service Measure 2: 769 referrals to the NERS programme. (Priority 2)	624	674	If available	128	Awaiting Data
Service measure 3: Achieve Bronze insport award.. (Priority 3)	Ribbon Award Achieved	N/A	None Available	N/A	Awaiting Panel Date
Service measure 4: 531 walkers in established groups. (Priority 4)	501	521	Non Available	22	300
Corporate measure (CM01): a) Number of transactional services fully web enabled b) Number of transactional services partially web enabled			N/A	See note 1	N/A New

**Section 5:
Financial Quadrant 2016-17:**

The following grants fund some of the service area:

- Local Authority Partnership Agreement t (Sport Wales) £471k
- Community Chest £85k
- Disability Sport Wales £21k
- National Exercise referral programme (Public Health Wales) £128k
- Let's Walk Cymru £12k

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	2016-17 Qtr. 1 (projected to year end)
Corporate Measure (CM02): % revenue expenditure within Revenue Budget £	100%	100%	0%
Corporate Measure (CM03): Amount of FFP savings at risk	None	None	None

**Section 6:
Employee Quadrant 2016-17**

Note 1: In previous years the service area had an excellent sickness record, but during this period there were two cases of long term sick. These cases were dealt with via the sickness management procedure.

Note 2: In addition to holding Performance Development Reviews. The service area annually holds a planning day to agree targets for the year; this offers the staff the opportunity to be completely engaged in the process. A monthly team meeting is held to continue the engagement through the year.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence			
Service: Physical Activity and Sport Service.	10.5 See Note 1		
Directorate: Education Leisure and Life Long Learning.	9.0		
Council:	9.7 Days	2.2 Days	

	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM11): Staff engagement Measure	See Note 2	See Note 2	N/A New
Corporate Measure (CM05): % of staff who have received a performance appraisal during 2016-17 (Target 100%) Number of staff who have received a performance appraisal during 2016-17	100% Staff Employee Development Review	N/A	Commencing July 2017
Corporate Measure (CM06): Number of employees left due to unplanned departures	None	None	None

Section 7: Customer

Note 1 The service area is a public facing service; we receive a huge number of verbal compliments from our clients.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM07): Total number of complaints Internal External (from the public)	One	None	None
Corporate Measure (CM08): Total number of compliments Internal External (members of the public)	See Note 1	See Note 1	See Note 1
Corporate Measure (CM09): customer satisfaction measure/s	Please see below	Please see note 1	

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

16th September 2016

Report of the Head of Participation C. Millis

MATTER FOR MONITORING

WARD(S) AFFECTED: ALL

Pontardawe Arts Centre Report Card

Purpose of the Report

1. To present for Scrutiny the Report Card for Pontardawe Arts Centre.

Executive Summary

2. Pontardawe Arts Centre aims to improve the cultural offer in the County Borough by the delivery of a balanced artistic programme within the resources available. Working in partnership with the Arts Council of Wales and Film Agency Wales. The aim is to deliver a programme which target all residents of and visitors to Neath Port Talbot:

The Report Card, set out in Appendix A, summarises the service priorities, key measures and key actions for Pontardawe Arts Centre 2016-17.

Background

3. Theatres and the Arts are a non-statutory service. Pontardawe Arts Centre against the back drop of the FFP savings required in both 2015-16 and 2016-17 still maintains its target performance and delivered on all its priorities. Whilst the core revenue budget has been reduced for two

consecutive years, grant funding for the Theatre has remained consistent:-

Arts Council of Wales - Annual Revenue grant £61,060

Film Agency Wales - Annual Revenue grant £3,500

Additional project grants are sourced from The Arts Council; an average of £45,000 each year, for past three years has been received..

Financial Impact

4. The Report Card sets out the FFP savings achieved for 2015-16 and identifies the targets for 2016-17.

Equality Impact Assessment

5. There are no equality impacts associated with this report.

Workforce Impacts

6. Staff, who wished to leave via the ER/VR process, were allowed to leave; all those wishing stay within the Authority were successfully redeployed.

Legal Impacts

7. There are no legal impacts associated with this report.

Risk Management

8. There are no risk management issues associated with this report.

Recommendation

9. That Members note the report

Consultation

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

Appendices

11. Report Card


List of Background Papers

12. None

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Service Report Card 2016-2017

Pontardawe Arts Centre

Section 1: Brief description of the service

Pontardawe Arts Centre aims to improve the cultural offer in the County Borough by the delivery of a balanced artistic programme within the resources available. Working in partnership with the Arts Council of Wales and Ffilm Agency Wales the aim is to deliver the following programme which target all residents of and visitors to Neath Port Talbot:

Theatre Programme 60 – 70 Professional performances.

Film Programme encompassing mainstream film, Alternative Content, and a specialist film programme through partnership with the resident film club.

Participatory Programme presenting a broad and balanced programme of participatory activities targeting all sectors of the population

Exhibition Programme year round delivery of exhibition of 'affordable' art by local artists and craftspeople within the Arts Centre with a view to increase commerciality.

Creation of new work - Through external funding promote the creation of theatre productions which tour throughout Wales (eg The King of the Sky, Chrysalis Programme)

Community Engagement Provide facilities for community groups (eg amateur / educational) to perform and engage. Link with community partners to ensure venue seen as community hub.

Neath Port Talbot Priorities for the Arts Sector

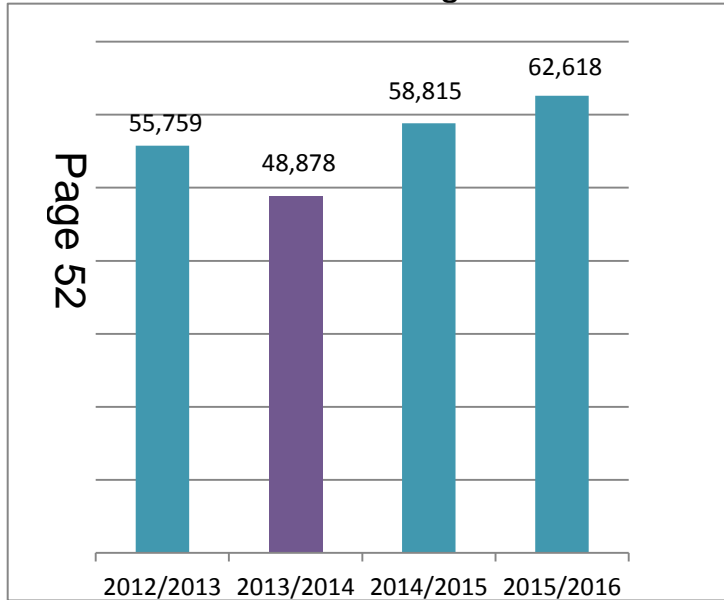
- 1 Improve the health and wellbeing of adults and children in Neath Port Talbot through their engagement in the arts.
- 2 Place education at the centre of the participatory programme for all sectors of society
- 3 Increase sustainability through earned income and encourage visitors to the area to impact on local economy
- 4 Assist in community cohesion by offering strong links with and support for local initiatives.

The service is a non-statutory. Core funding is sourced from Arts Council and Ffilm Agency Wales. The service employs 7.8 FTE staff.

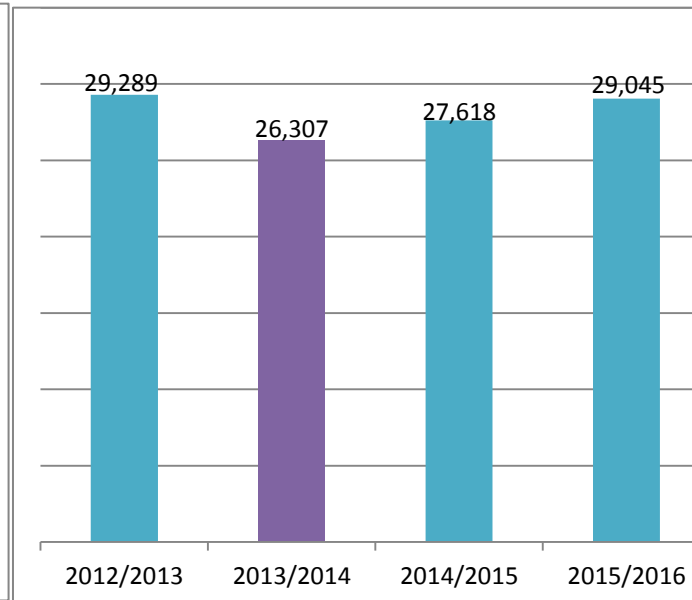
Section 2: Overall Summary of Performance for 2015-16 Financial Year

Against the back drop of the budget cuts of 2014/15 and achieving the necessary savings to come in on budget the venue still maintained its target performance and delivered on all its priorities for the period as can be seen by the figures below. This is a credit to the staffing team. Further budgets cuts for 2016/17 amounting to £60,000 bringing the overall budget down to £190,000 and involving the loss of the key role of marketing officer will have more profound effects and for this reason we are aiming for maintenance rather than growth in 2016/17.

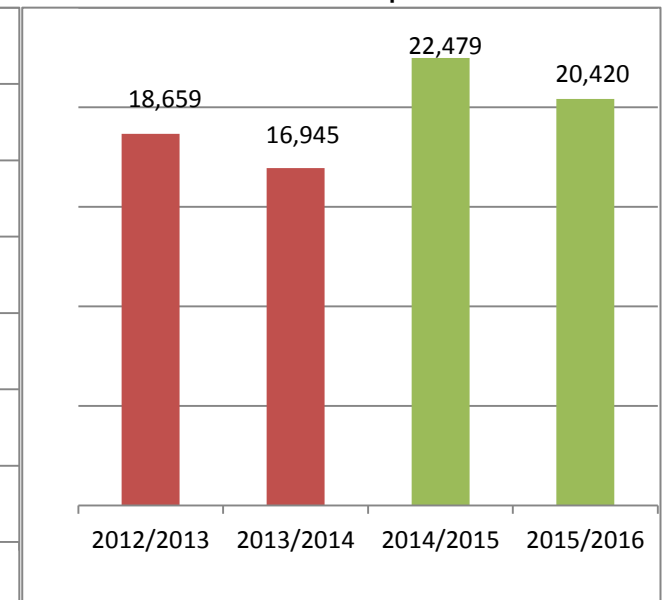
Total User Figures



Total Tickets Sold



Active Participation



The Performance Appraisal Scheme has been delivered to all members of the team.

A positive response from the Investment Review process of the Arts Council of Wales resulted in Pontardawe Arts Centre maintaining its Revenue Client Status and annual core funding of £61,060.

A highly visible and positive service area it is unsurprising that we receive much positive feedback from happy customers. There was no sickness within the team in 2015/16 which is an exemplary record and reflects motivation and staff satisfaction.

**SECTION 3
SERVICE PRIORITIES 2016/17**

PRIORITY	ACTION TO DELIVER PRIORITY	OFFICER RESPONSIBLE	TIMESCALE	WHAT WILL BE DIFFERENT? MEASURES AND/OR OUTCOMES?
<p>Maintain current levels of performance figures without compromising customer satisfaction</p>	<p>Limit more risky elements of the programme without compromising the artistic programme required by Arts Council of Wales Encourage more partnership working (eg Disability Cymru Wales) to share responsibility for delivery of specific programmes Implement on line Customer Satisfaction Survey after all live events Introduce Customer Satisfaction Survey on website</p>	<p>Area Artistic Manager Marketing Officer (P/T)</p>	<p>Ongoing September</p>	<p>Maintain the reputation of the Arts Centre Continue to deliver opportunities to watch and engage in the arts for all living in NPT and encourage visitors to the County Total User Figures, Total tickets sold, active participation figures Customer Satisfaction Survey</p>
<p>Despite loss of central marketing officer we aim to maintain marketing effort to continue to raise awareness of cultural opportunities</p>	<p>The work load of former centrally based Marketing Officer has been shared between existing employees – the P/T marketing officer in the venue, the box office personnel and a young placement on work based learning scheme (April – Dec 2016)</p>	<p>Marketing Officer (P/T)</p>	<p>Ongoing</p>	<p>Maintain sales for all events and attendances at participatory programme of activities recorded via Box Office figures</p>

	<p>Combining resources with the two other arts venues in NPT will maximise efforts and lead to some savings on joint promotions</p> <p>Encourage advance booking by pricing policy (eg on the day price higher than booking in advance)</p> <p>Encourage increased usage of social media and e-lists</p>			Reduce marketing spend due to more reliance on social media and web based marketing
<p>Increase web usage</p> <p>Page 54</p>	<p>Launch new web site (July 2016) to increase access and communication</p> <p>Encourage all traffic to website</p> <p>Encourage email requests for booking via website</p>	Marketing Officer (P/T)		<p>Raise awareness of venue and product</p> <p>Increase in website hits</p> <p>Increase in website sales</p>
Increase the volunteer scheme	Increase promotion via website and brochure and word of mouth	Duty Manager	September 2016	<p>Reduce costs</p> <p>Assist with marketing via ambassadorial attitude of volunteers</p>
Comply with Arts Council of Wales criteria to maintain Revenue Grant	Regular consultation with Arts Council and adherence to policies and action plans from joint agreement.	Area Artistic Manager	Ongoing	<p>Maintain the reputation of the Arts Centre</p> <p>Revenue grant and project funding achieved from Arts Council of Wales</p>

**Section 4:
Service Performance Quadrant 2016-17**

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	2016-17 target	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Service Measure 1:					
Maintain User Figures	58,815	62,618	60,000	12,484	10,176
Positive Customer satisfaction measure(to be implemented in September 2016)	Not recorded	Not recorded			
Service Measure 2:					
Reduce marketing spend	£25,363	£21,392	£20,000		
Increase e list in venue	2,203	3,057		2,591	3,320
Increase social media Facebook	Unable to capture analytics	Unable to capture analytics	600 PAC facebook likes 2500 NPT FB Likes 2800 Twitter followers	Unable to capture analytics	539 FB likes PAC 2,438 FB likes npt 2656 twitter followers

Service measure 3:Website launched in July 2016 – expect to see further progress after website embeds Increase hits on website Increase sales via website	53,748	59,822	61,000	9,656	8,784 (changing website/crossover period)
	£47,439.00	£55,426.64		£6,082.00	£9,964.20
Service Measure 4: Increase number of volunteers Increase number of volunteer hours Decrease cost of casual staff	3	7	10		
	40	128	140		
	£14,699	£3,714	£7057		

Section 5: Financial Quadrant 2016-17:

The Arts service provided at Pontardawe Arts Centre is non statutory.

Budgets were reduced in 2015/16 financial year to ensure FFP savings were made. Funding support from NPT in 2016/17 was reduced by £60k from the previous year. The high quality programme at the venue has been maintained despite the cuts in the budget. This has been possible due to the committed team who work to capacity. The use of Volunteers has led to savings and increased awareness of our service locally as all volunteers tend to act as ambassadors for the venue.

The following grants fund some of the service area:

Arts Council of Wales - Annual Revenue £61,060

Ffilm Agency Wales Annual Revenue £3,500

Additional project grants are sourced (average of £45,000 each year for past three years from Arts Council)

Project funding is sourced from the British Film Institute via The Welsh Hub based in Chapter Arts Centre.

Mydd y Bettws funding has been sourced via The Town Council, Pontardawe Pantry and Celtic Leisure to develop community initiatives.

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	2016-17 Qtr. 1 (projected to year end)
Corporate Measure (CM02): % revenue expenditure within budget Revenue Budget £	100%	100%	xx% over/underspend £
Corporate Measure (CM03): Amount of FFP savings at risk Page 58	None	None	Undertaking cleaning by the staffing team was one of the measures identified to secure the necessary savings. We have, however, maintained half the original commitment and continue to employ one cleaner 2 hours per day – 12 hours per week. The remaining cleaning is undertaken by core staff.

Section 6: Employee Quadrant 2016-17

Over the past two years the Arts team has been cut with the loss of the two Arts Development Officers and the central Marketing Officer. This has impacted on the overall service for the people of NPT with opportunities now focused on the venues and with limited ability to take an overview of marketing strategy. The current team consists of 6 full time and 3 part time staff. Increased use of volunteer staff has made considerable savings. Working with partners (Celtic Trust, Pontardawe Town Council) we have drawn down funding from the Mynydd y Betws Fund not available to the local authority.

The record on sickness is exemplary and reflects the staff satisfaction levels and is a good indication of the commitment to provide a high quality service.

Performance Development Reviews were not undertaken in 2015/16. All staff were given a Performance Appraisal in 2016/17.

Weekly team meetings ensures that good communication prevails. In addition a seasonal service development review is undertaken to ensure that all members of the team are fully engaged in the process and in the programme

Monthly team meetings are held with the central team and with the marketing team from the three NPT Arts venues (The Princess Royal, The Gwyn Hall and Pontardawe Arts Centre)

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence			
Service: Pontardawe Arts Centre	0 days	0 days	
Total Service FTE days lost in the period			
Directorate: Education Leisure and Life Long Learning.	9.0 days		
Council:	9.7 Days	2.2 Days	

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	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM11): Staff engagement Measure		See Note 2	N/A New
Corporate Measure (CM05): % of staff who have received a performance appraisal during 2016-17 (Target 100%) Number of staff who have received a performance appraisal during 2016-17		To be developed	100%
Corporate Measure (CM06): Number of employees left due to unplanned departures	None	None	None

Section 7: Customer

Note 1 As a positive service area we receive a huge number of verbal compliments from our clients. In addition we receive countless positive comments on social media, both from the public and artists. Many letters and cards of thanks are received. **Note 2** the newly launched website includes a Customer Satisfaction Questionnaire. In addition we will be implementing an on line survey which will be sent to all purchasers of tickets for shows as they mature.

Questionnaires deliver record of customer service satisfaction

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM07): Total number of complaints Internal External (from the public)	None	None	None
Corporate Measure (CM08): Total number of compliments Internal External (members of the public)	See Note 1	See Note 1	See Note 1
Corporate Measure (CM09): customer satisfaction measure/s	See Note 2	See Note 2	

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

16th September 2016

Report of the Head of Participation C. Millis

MATTER FOR MONITORING

WARD(S) AFFECTED: ALL

Community Development Report Card

Purpose of the Report

1. To present for Scrutiny the Report Card for The Community Development Section within the Directorate of Education Leisure and Life Long Learning.

Executive Summary

2. The Community Development Section's key priority is to provide in partnership a community service through community centre buildings which meet the community need, encourage community involvement and work towards achieving healthy, safe, sustainable and confident local neighbourhoods including all age groups.

The Report Card, set out in Appendix A, summarises the service priorities, key measures and key actions for Community Development in 2016-17.

Background

3. As part of the Forward Financial Plan for 2015-16 and 2016-17, the decision was taken to review the management arrangements for the nine Community Centres / Community Education Enterprise Centres.

Financial Impact

4. The Report Card sets out the FFP savings achieved for 2015-16 and identifies the targets for 2016-17.

Equality Impact Assessment

5. An Equality Impact Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. This EIA was included in the original review of Community Facility Provision report that went to committee 14th January 2015.

Workforce Impacts

6. Community Centre staff and support staff, who wished to leave via the ER/VR process, were allowed to leave; all those wishing stay within the Authority were successfully redeployed.

Legal Impacts

7. There are no legal impacts associated with this report.

Risk Management

8. There are no risk management issues associated with this report.

Recommendations

9. That the report be noted

Consultation

10. In order to assess the potential impact of the proposed changes, a structured consultation was undertaken. This included an extensive

review of the existing operation combined with a series of public meetings across the County Borough.

Appendices

11. Report Card

List of Background Papers

12. None

Officer Contact

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Service Report Card 2016-2017

Community Development

Quarter 1 Update (1st April 2016 – 30th June 2016)

Section 1: Brief description of the service

The Community Development Section's key priority is to provide a community service through community centre buildings which meet the community need, encourage community involvement and work towards achieving healthy, safe, sustainable and confident local neighbourhoods including all age groups.

The Forward Financial Plan for 2015-2016 required a target revenue budget saving of £450,000 to be added to the existing identified Forward Financial Plan savings of £50,000 which resulted in a total saving of £500,000.

To achieve this level of FFP a complete review of the building stock of 12 Community Centres was undertaken. This allowed the Directorate, via consultation, to assess the viability of each Community Centre and where applicable, consider a range of options from Community Centre transfer to a Community Group/Organisation or closure.

The proposal also gave the Council an opportunity to redefine the purpose of the Service, involving a restructure of managerial roles across the Directorate, securing more efficient programming and maximising the use of the key flagship facility at Croeserw Community Enterprise Centre.

The service is non-statutory. The total number of staff within the Section is 5 FTE.

Section 2: Overall Summary of Performance for 2015-16 Financial Year

We reached our FFP target by consulting with the community/partners by holding consultation events in each Community Centre to discover any interested parties who would be prepared to lease the buildings which would then achieve the FFP savings.

The following Community Centres were transferred to community ownership in throughout 2015-2016:

- Baglan Community Centre
- The Cross Community Centre, Pontardawe
- Mozart Drive Community Centre
- Taibach Community Education Centre
- Bryn Village Hall (This now operates on a key holder agreement)
- Glyncorrwg Community Centre (Closed)
- Sandfields Community Education Centre (Demolished January 2016 as a result of the new Bae Baglan School)

Staff balling from the transfer of all the above sites, Community Centre staff who wished to leave via the ER/VR process were allowed to leave, all those wishing stay within the Authority were successfully redeployed, which was a great result.

The subsequent transfer of Community Centres resulted in the reduction of the Community Development management and support staff which reduced from from 6 FTE to 1 FTE.

Croeserw Community Enterprise Centre café successfully transferred to Afan Village Café Ltd via a procurement process in January 2016. This transfer resulted in revenue budget subsidy saving of £20k.

Considering the level of FFP savings and the reduction in FTE, the Section still successfully continued to deliver a high quality service. The budget for this financial year 2017-17, is £146,000, the FFP savings are £71,000 and the planned overspend was £31,000. This was due to the fact that 3 community centres were due to close/transfer by 31st March 2016 but unfortunately this didn't happen, therefore the costs continued from 1st April to date. £10,000 of the £31k overspend was due to maternity pay at Croeserw CEC.

No official complaints received during the year.

Our 2015-2016 average sickness days lost figure of 1.1 days is significantly below the Authority's average of 9.7 days. Last year we had no sickness reported which is a great achievement. Employee performance appraisals are currently underway.

**Section 3:
Service Priorities 2016-17**

Priority	Actions to deliver priority	Officer Responsible	Timescale	What will be different? Measures and/or Outcomes
1. Successfully operate the Croeserw Community Enterprise Centre in line with annual revenue budget.	<ul style="list-style-type: none"> • Regular Budget Meetings with Corporate Accountant. • Monthly programming meetings with site staff. • Partnership working. 	Paul Walker/ Emma Butcher	Ongoing until 2020	<ul style="list-style-type: none"> • Maintain current user groups • Increase income
2. Transfer Taibach Community Centre to Community Group/Organisation.	<ul style="list-style-type: none"> • Work with the Environment Directorate and the Legal Department to achieve a successful transfer. 	Paul Walker/ Emma Butcher	September 2016	<ul style="list-style-type: none"> • Achieve FFP savings identified and successfully transferred.
3. Deliver Training/Courses (45+ courses)	<ul style="list-style-type: none"> • To work with Partners to deliver suitable training 	Paul Walker/ Emma	December 2016	Course attendees Increase : <ul style="list-style-type: none"> • Skills

	courses to suit the need of the community and surrounding wards.	Butcher		<ul style="list-style-type: none"> • Knowledge • Employment • Personal Development • Confidence
4. Transfer Cwmafan Community Centre to Community Group/organisation.	<ul style="list-style-type: none"> • Work with the Environment Directorate and the Legal Department to achieve a successful transfer. 	Paul Walker/ Emma Butcher	June 2016	<ul style="list-style-type: none"> • FFP Savings achieved by the successful transfer of Cwmafan Community Centre to Cwmafan Community Engagement Centre.
5. Transfer the Youth Service from Llandarcy Community Centre and transfer to community Group/Organisation	<ul style="list-style-type: none"> • Work with the Environment Directorate and the Legal Department to achieve a successful transfer. 	Paul Walker/ Emma Butcher	Autumn 2016	<ul style="list-style-type: none"> • The Centre is closed, The Youth Service have relocated, discussions are ongoing with a new potential Tennant

Section 4:
Service Performance Quadrant 2016-17

Note 1 With regard to **CMO1** Discussions have taken place with the 'Digital by Choice' Champions regarding web introduced based transactions. No current online transactions. We use Social Media with 625 likes on face book at Croeserw Community Enterprise Centre.

Priority 1 – Successfully operate Croeserw Community Enterprise Centre

Successfully operate Croeserw CEC to maintain the current user groups and also work with Partners/community to increase groups, therefore increasing income figures.

Priority 2 – Transfer Taibach Community Centre

Taibach Community Centre is currently undergoing a Tender Procurement process and due to transfer in September 2016.

Priority 3 – Deliver Training /Courses

At Croeserw Community Enterprise Centre last year 43 training courses were delivered, we intend to increase that number this year. To date 16 courses have been delivered.

Priority 4 – Transfer Cwmafan Community Centre

Cwmafan Community Centre was successfully transferred to a Community Group in June 2016.

Priority 5 – Transfer Llandarcy Community Centre

The Centre is closed, The Youth Service have relocated, discussions are ongoing with a new potential Tennant

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	Comparative Performance	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Service Measure 1: (Priority 1) Increase income	N/A	N/A	Increase from last year	Due to transfer of Centres no comparative service area data available Croeserw CEC £4,495	Due to transfer of Centres no comparative service area data available Croeserw CEC £6,117
Service Measure 2: (Priority 1) Maintain current user groups	N/A	N/A	Increase from last year	13	14
Service measure 3: (Priority 3) Deliver Training/Courses	46	43	2016-2017 Target 45+	11	16
Corporate measure (CM01): a) Number of transactional services fully web enabled See Note 1 b) Number of transactional services partially web enabled	N/A new	N/A new	N/A new	N/A new	N/A new

**Section 5:
Financial Quadrant 2016-17:**

The large budget decrease was due to the FFP Savings which resulted in the central office management team staffing cuts (5 FTE) and the transfer of numerous Community Centres. Considering this high amount of budget cuts the Section continued to operate a high quality service to the community/organisations.

The service area is fully maintained by core budget.

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Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	2016-17 Qtr. 1 (projected to year end)
Corporate Measure (CM02): % revenue expenditure within budget	0.30%	27%	21%
	Overspend £2,000	Overspend £69,000	Overspend £31,000
Revenue Budget	£710,000	£262,000	£146,000
Corporate Measure (CM03): Amount of FFP savings at risk	N/A new		£20,000

**Section 6:
Employee Quadrant 2016-17**

Note 1: No staff unplanned departures.

All Staff are currently undergoing performance appraisals.

Last year's sickness was significantly lower than the Authority's average sickness of 9.7 days. The first 3 months of this year the sickness is very low and we hope this to continue throughout the year.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence			
Service: Community Development.	1.1 days	0 days	0.5 days
Total Service FTE days lost in the period	16	0	6
Directorate: Education Leisure and Life Long Learning.	9.0 days	2.2 days	2.3 days
Council: NPTCBC	9.7 Days	2.2 Days	2.4 days

	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM11): Staff engagement Measure	See Note 1	See Note 1	N/A New
Corporate Measure (CM05): % of staff who have received a performance appraisal during 2016-17 (Target 100%) Number of staff who have received a performance appraisal during 2016-17	100% Staff Employee Development Review	N/A	To be completed by March 2017
Corporate Measure (CM06): Number of employees left due to unplanned departures	None	None	None

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Section 7: Customer

Note 1 The service area is a public facing service; we mainly receive verbal compliments/comments from our clients which are resolved immediately.

Customer satisfaction surveys to be produced and completed by March 2017 in the form of Customer Questionnaires.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM07): Total number of complaints Internal External (from the public)	0	0	0
Corporate Measure (CM08): Total number of compliments Internal External (members of the public)	See Note 1	See Note 1	See Note 1
Corporate Measure (CM09): customer satisfaction measure/s	Please see below	Please see note 1	

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