



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

10.00 am FRIDAY, 9 DECEMBER 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 28 October 2016 (*Pages 5 - 10*)
3. To receive the Minutes of the Economic and Community Scrutiny Committee held on 28 October 2016 (*Pages 11 - 20*)
4. To receive the Scrutiny Forward Work Programme 2016/2017. (*Pages 21 - 24*)
5. To scrutinise information and monitoring issues being reported by:

Report of the Head of Transformation

6. Library Services Service Report Card (*Pages 25 - 48*)

Report of the Head of Property and Regeneration

7. Quarter Two Highlight Report - Prosperity for All (*Pages 49 - 68*)
8. To select appropriate items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board reports enclosed for Scrutiny Members).
9. 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

10. 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

Report of the Head of [Insert Title]

11. 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, 2 December 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:

21 October 2016

Chairperson: Councillor A.Llewelyn

Councillors: M.Crowley, A.Jenkins, Mrs.S.Paddison and
A.Taylor

**Officers In
Attendance** S.Brennan, Mrs.N.Pearce, S. Curran, C.Millis,
P.Walker and Mrs.C.Darracott

Cabinet Invitees: Councillors A.J.Taylor

1. **CONSULTATION ON EDUCATION, LEISURE AND LIFELONG
LEARNING BUDGET AND DRAFT SAVINGS 2017/18**

The Committee received the supplementary information concerning the savings proposals for the Education, Leisure and Lifelong Learning Budget, set out in the Cabinet Report of 28 September 2016, with a view to aiding the scrutiny of those proposals, as detailed within the circulated report.

Members were provided with more details of the specific proposals for the Services that were under the remit of this Committee. It was highlighted that some items had been agreed in previous Financial Plans and the additional detail was only in relation to new proposals.

ELLL705 Vacancy Management

This saving will be achieved by closely monitoring all aspects when considering replacing staff and not filling jobs if appropriate. The ER/VR scheme is also being reopened.

Members asked if 'phased retirement' was being considered and discussed if more could be done to advertise the scheme. It was noted that contingency planning is important to ensure that expertise and knowledge within departments is not lost.

ELLL706 Increase Income Target- Neath and Port Talbot Work Programme

This saving will be achieved by increasing the income target for the Neath and Port Talbot Work Programme through continued improvement in service delivery and monitoring of contractual income.

ELLL707 Reduce Subsidy Pontardawe Arts Centre

This saving will be achieved by further reducing the funding to Pontardawe Arts Centre. Members asked for further information in relation to the impact this reduction would have on the centre. The programme that is delivered and the opening times were discussed and it was noted that consideration of the programme for all three Theatre/Art Centre venues will be considered as a whole. Members asked about the links between the Arts Centre and the Celtic Community Leisure contract and discussed the potential advantages of having the theatres run by the same provision.

ELLL708 Reduce Subsidy Gwyn Hall Theatre

This saving will be achieved by further reducing the funding to the Gwyn Hall ensuring more efficient management of the Celtic Leisure contract. Members asked for further information on this and discussed exploring options such as volunteers to ensure the contract is fit for purpose. Members were pleased to note the profitable café and catering provision at the Gwyn Hall and welcomed following this service model in other areas to emulate its success.

ELLL709 Restructure Service due to changes in level of Service Provision

This saving will be achieved by the re structure of existing support service functions.

ELLL710 Innovative Use of Grant Funding

This saving will be achieved by the innovative use of grant funding looking into further use of digital technology whilst remaining within grant conditions.

ELLL711 Further reduction in subsidy to Aberafan Seafront/Lifeboat Service.

Members were notified that this should read 'Aberafan Lifeguard Service'. It was noted that this is a contentious issue and Members commented that the service provides invaluable support particularly in line with the work being undertaken to promote tourism and visitors to the area.

Members asked what percentage the £5k of savings represents of the subsidy that the Council provides the service; officers explained it represented a 2.5% reduction.

Members were disappointed to comment that this savings requirement represents the 'bare bones' of savings that each department is now having to consider in an attempt to meet the budget gap.

This savings target was not supported by Members, particularly in line with the investment to Aberafan Sea Front as a family destination.

Members raised the issue of staff paying to park within the Council; it was noted that whilst staff who work in Civic Buildings are members of the NPT Staff Car Parking Scheme and are required to pay to park in the multi storey car parks staff who work at outlying buildings and schools are not required to pay to park and concern was raised that this is not an equitable situation.

It was requested that the issue of staff paying to park in schools and outlying buildings be further considered as part of the budget proposals.

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

2. **CONSULTATION ON ENVIRONMENT BUDGET AND DRAFT SAVINGS 2017/18**

The Committee received the supplementary information concerning the savings proposals for the Environment Budget, set out in the Cabinet Report of 28 September 2016, with a view to aiding the scrutiny of those proposals, as detailed within the circulated report.

Members were provided with more details of the specific proposals for the Services that were under the remit of this Committee. It was

highlighted that some items had been agreed in previous Financial Plans and the additional detail was only in relation to new proposals.

The Committee were informed that the following saving strategies have been removed, because they have been identified as at risk and have been replaced:

ENV513 (£75K) – Non-replacement of staff on retirement. Any savings of this nature will be shown against the service in future instead of as a general savings target

ENV628 (£61K) — It is not considered feasible to further decrease the staff with the Estates section, given the volume of staff that have previously left this service area and the increased work and activity necessary with Tata, the Enterprise Zone and the Swansea Bay City Region

ENV630 (£33K) — It is not considered feasible to reduce staff costs further within the Employment Support Section, given the volume of staff that have previously left this service area and the increased work and activity necessary with Tata, the Enterprise Zone and the Swansea Bay City Region.

The Committee agreed that it was not feasible to reduce staff numbers any further in the above area and were pleased to note the inclusion of this in the budget strategies.

Stress and sickness absence was discussed and the impact of reducing resources on the remaining members of staff. Similarly, it was noted that if the remaining members of staff take up additional work this can be considered under the Job Evaluation appeal process which can lead to increased costs for the section due to larger salaries being agreed at appeal.

Members were informed that the following new savings targets are proposed:

ENV707 (£? K) – Service reviews of both the coffee shops and the building cleaning services are underway to ascertain if additional savings are feasible.

ENV708 (£?) - It is planned to carry out a service reviews of the Planning service. Any savings will be reported once the review is completed.

Members asked for further information in relation to the service reviews.

In terms of coffee shops and building cleaning services options were discussed such as consideration of integration with other services or exploring 'area based' models. Members were pleased to note that the reviews would consider all options and looked forward to receiving more information as the reviews progressed.

Members noted the coffee shop at the Quays and stated that the location is convenient for the coastal path and dock areas. It was requested that the planned review consider the increased marketing of the coffee shop to the public in an attempt to increase income.

In terms of the service review for the Planning Service Members discussed the focus of reducing costs whilst achieving targets and recognised the financial penalties that would be incurred if certain targets are not met.

The impact of reducing resources in other departments was noted for example the effect on the planning service when experts in other areas such as drainage or highways who provide advice on planning applications leave the Council. Members welcomed that this should be considered as part of the overall review.

Members suggested an internal portal or web presence be established for consultation within the whole Council for when a post is being deleted from the Council structure to allow those departments which it will effect to be aware.

It was noted that contingency planning and resilience is important to ensure that expertise and knowledge within departments is not lost and concern was raised at the limitation of recruiting younger external candidates who can develop a career path within the Council.

Further concern was raised in terms of losing staff to the private sector who offer higher salaries for similar roles.

The Cabinet Member thanked the Scrutiny Committee for their comments and insight into the proposed budget savings.

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

CHAIRPERSON

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

(Committee Rooms A/B - Neath Civic Centre)

Members Present:

28 October 2016

Chairperson: Councillor A.Llewelyn

Councillors: A.Jenkins, D.Keogh, Ms.C.Morgans,
Mrs.S.Paddison, S.Rahaman and A.Taylor

Officers In Attendance Mrs.N.Pearce, P Hinder, S. Curran, P Walker,
C.Morris, W.John and C.Barnard

Cabinet Invitees: Councillors P.A Rees and A.J.Taylor

1. **MINUTES OF THE ECONOMIC AND COMMUNITY
REGENERATION SCRUTINY COMMITTEE HELD ON
SEPTEMBER 16TH 2016**

The Minutes were noted by the Committee.

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

The Forward Work Programme was noted by the Committee.

3. **PROJECT DEVELOPMENT & FUNDING UNIT SERVICE REPORT
CARD**

The Committee were presented with the Service Report Card for the Project Development and Funding Unit as contained within the circulated report.

The role of the unit is to seek out grant aid for a range of client groups which include the Voluntary Sector, Schools, Town and Community Councils and the Education, Leisure and Lifelong Learning (ELLL) Directorate as a whole. The service is non-statutory and manages 12 separate Community Benefit Grant Schemes which originate from Wind, Solar, Biomass and Opencast Planning Consents.

Members were pleased to note that a recent Customer Satisfaction Survey indicated that 98% of respondents indicated that the citizen

centred service provided was efficient and effective. Members queried how many respondents this related to and were notified that 100 customers had been surveyed.

Photographs were distributed to give a flavour of the range of grants that have been developed throughout the County Borough and examples of successful projects were discussed.

Members complimented the service on the fact that there has been no sickness absence within the staffing compliment of 1.8 FTE's this year.

The Committee felt it had been beneficial to have had the overview and the scale of work undertaken by the Unit.

Following scrutiny it was agreed that the report be noted.

4. **ARCHITECTURAL SERVICES SERVICE REPORT CARD**

The Committee were presented with the Service Report Card for the Architectural Services Unit as contained within the circulated report.

The service is a multi-disciplinary in house consultancy responsible for the innovative design and procurement of community and consultancy buildings and for the repair and maintenance of the Council's extensive building portfolio. The Committee received further detail in relation to the significant developments that the Team had been involved in including Ysgol Bae Baglan, Neath Town Centre Regeneration and Aberavon Leisure and Fitness Centre.

Members noted that sickness absence levels in the team had decreased this year from last year to 15 total service FTE days lost in the period.

It was discussed that customer satisfaction measures are difficult to obtain; Members were pleased to note that targeted client questionnaires will be conducted going forward in order to obtain meaningful responses.

Members commented that through the construction phase of Ysgol Bae Baglan there had been very few complaints from members of the public and extended their compliments to all involved.

Members observed that the regeneration work in Neath needed to progress in order to keep momentum.

It was noted that whilst informal appraisals have been carried out with staff members, formal appraisals will commence over the next few months. Members felt it was important that feedback is received in relation to issues raised in the informal appraisals as they felt it was important that they be made aware of issues being raised by the staff.

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

5. **PRE-SCRUTINY**

The Committee scrutinised the following matters:

Cabinet Board Proposals

5.1 Annual Planning Performance Report

Members received the content of the Annual Planning Performance Report as contained within the circulated report.

The Committee were notified that the decision in relation to this item would be for immediate implementation.

Officers explained that the Welsh Government requires all Local Planning Authorities to submit an Annual Planning Performance Report relating to the operation of their planning functions. The report is required to identify the position of the service corporately, a narrative explaining the local context for Neath Port Talbot, the staff structure and how that has changed over time, the income and expenditure levels for the service, the pressures experienced by the service, its achievements over the past year and priorities for the year ahead in addition to its overall performance in relation to a set number of different measures.

Members noted that the report was overall very positive in terms of performance particularly in light of the fact that both income levels and staff numbers have reduced over time; 80% of applications are determined within the statutory determination period putting the Council in the Top 3 performing Councils in Wales.

It was observed that the report highlighted two areas where the section could concentrate on improving performance. The first was 'Determining applications for 'major developments' which officers explained is very time and resource intensive and in order to address this, the service is proposing to undertake a minor restructure to ensure that resources are best placed to address the demands associated with major applications.

Members asked if the delays in determining major applications is linked to delays in obtaining information from other departments and external organisations and officers explained that major applications are heavily reliant on expert advice from internal sections such as Highways or Drainage departments as well as external organisations like Dwr Cymru who can be slow in providing responses to the Council. Members noted the reduction in staff in all teams across the Council.

The other area identified as being below average relates to the number of applications overturned by Members at Committee which is 15% of applications reported to Committee for determination by Members are determined contrary to officer recommendation. Officers explained that while this number appears high it should be noted that only 3 applications were determined contrary to officer recommendation during 15/16 from a total of 20 applications hence the high percentage rate. Members were asked to note that the remaining 793 applications were processed that year under delegated powers. Members commented that this process indicates the success of the delegated powers arrangements that exist within the Council and the confidence they have in the Democratic Process. They inquired if any representations had been made to the Welsh Government on the Council's views on this and if there had been any response. Officers outlined that the Welsh Government's review of Delegated Powers is ongoing and the Council is feeding into this review.

Members commented that despite the difficulties faced in terms of resource and budget the section is performing very well and in particular praised the innovative ways of working and the reduction in sickness absence within the team.

Members asked if there was a greater reliance on using volunteers in relation to areas such as maintenance of public rights of way. Officers explained the difficulties in relation to

obtaining indemnity insurance and the relationships with some Community Councils being better than others. It had been welcomed that due to a better than expected settlement from Welsh Government last year, the Streetscene Department had been granted a lump sum which had been used to make improvements to public rights of way which now meant that priority can be given to other areas of the network.

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

5.2 Neath Port Talbot Local Development Plan (LDP) - Consideration of the responses and recommendations to the representations received following consultation on five Supplementary Planning Guidance (SPG) documents and the adoption and publication procedures to be implemented.

Members received the responses and recommendations to the representations received following consultation on five SPG documents as contained within the circulated report.

It was noted that the Committee had received the Planning Obligations, Affordable Housing, Baglan Energy Park Development Framework, Pollution and Parking Standards SPG's which had then gone out to formal consultation. Following consultation, the Council had received a total of 148 representations on the content of the SPGs from 13 different individuals or organisations.

Members discussed the comments that had been received in relation to the SPG's and the proposed changes as included in the circulated report.

Members discussed the 'Parking at Educational Establishments' whereby the standard has been amended from 1 space per 5 children as opposed to 1 space per 3 children as the adjustment would result in a smaller land requirement. Members asked if the standard applied to other educational establishments such as Day Nurseries and officers confirmed the standard applies to new build schools only.

Members asked if Community Councils had been consulted particularly in relation to the Planning Obligations SPG and it was confirmed that they had been.

The Committee discussed the difference between Planning Obligations and Community Fund Benefits and requested that the Cabinet Board consider the inclusion of an explanatory paragraph explaining the difference between a community fund benefit and a planning obligation.

Following scrutiny, the Committee was supportive of the proposals to be considered at Cabinet Board.

5.3 Ysgol Bae Baglan- Community Benefits

The Committee received details on the outputs and results from the delivery of local community benefits throughout the construction of the new Ysgol Bae Baglan as contained within the circulated report.

Members were pleased to note that contracts totalling over £12m were awarded to local businesses based in the Neath Port Talbot and Swansea Bay area. In addition, companies based elsewhere in Wales secured over £16m worth of work meaning over 85% of the contracts were awarded to businesses in Wales.

Members queried if a record was kept of the type of business the Council had to go out of County to obtain as this would be a way of focussing the work of the business development team in the future. It was discussed that there are various reasons for having to look out of County for service providers but it was positive that 85% of the contracts in this case had been awarded to Welsh businesses.

Following scrutiny it was agreed that the report be noted.

5.4 Delegated Power Property and Regeneration

Members received details of the property transactions authorised by the Head of Property and Regeneration under delegated powers as contained within the circulated report.

Members' attention was drawn to Delegated Power 15 PO38 of the report and they were informed that the incorrect date had been included against this. The year should read 2015 and not 2000.

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

5.5 Library Strategy 2016-2021

The Committee received the Library Services Strategy for 2016-2021 as contained within the circulated report.

Officers explained that Neath Port Talbot is required to produce a library strategy so that it complies with the core entitlements as set out in the Welsh Public Library Standards. Members heard that the Strategy provides a new vision for the delivery of a library service that will ensure Neath Port Talbot provides a strong, sustainable network of public libraries both statutory and community managed. Officers explained the Strategy also highlights current best practice and incorporates current legislation and ensures our statutory obligations are met as well as taking into account current changes in library provision and financial pressures.

Members observed that numbers of visits to libraries have increased in the last year while numbers of book issues have reduced and presently there are 82,249 registered members of the service.

Members discussed income streams to libraries and in particular Cwmafan Library who receive income from Communities First and Officers informed the Committee that they are awaiting confirmation of the situation post Communities First.

In relation to income generation, Members noted the main streams were from room rentals and photocopying charges and there has been a significant reduction in DVD and CD rental income. It was noted that more information in relation to income generation will be brought to Committee in the future report on the Welsh Public Library Standards.

Members asked if those Libraries in Community Ownership had been included in the compilation of this strategy. Officer

explained that this strategy was in relation to statutory services only but that there are strong links with the community owned libraries and committed to circulating the strategy them for their comment.

Members asked for further information in relation to the age profile of volunteers in community libraries. It was explained that it is a mixed demographic made up mainly of retired people and students.

In terms of seeking alternative venues proposed in the strategy for some key library provisions, Members queried if any actual venues had been located. It was discussed that this is a 5 year strategy and none of the proposals in the document are imminent and that any proposals would be carefully considered for viability before being brought back to this Committee for approval. Members stated that other community buildings could be considered such as Mid and West Wales Fire Authority owned buildings and agreed there were considerable options to consider.

It was agreed that Ystalyfera be added to the list of Tier 4 Libraries included in the strategy.

Following scrutiny, the Committee was supportive of the proposals to be considered at 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 12 A to the above Act.

7. **BAGLAN COMMUNITY CENTRE**

The Committee were presented with information in relation to the management of Baglan Community Centre as contained within the circulated report. Members had requested this report at the last meeting of the Committee.

Members were pleased with the findings of the report and thanked officers for following up the Committee's request.

Following scrutiny it was agreed that the report be noted.

8. **PRE-SCRUTINY**

The Committee scrutinised the following matters:

Cabinet Board Proposals

8.1 Adventure Golf Course at Aberavon Sea Front

The Committee received information in relation to the Adventure Golf Course at Aberavon Sea Front as contained within the circulated report.

Certain Members noted that whilst the report stated that 'local Members have been consulted and support the proposal' they had in fact not been contacted. Officers committed to feeding this back to the departments involved.

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

CHAIRPERSON

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**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	
	Architectural Services Service Report Card- Simon Brennan/Clive Bernard
	Project Development and Funding Unit Report Card- Andrew Thomas/Paul Hinder
	Annual Report Celtic Leisure- Andrew Thomas/Paul Walker/Celtic Leisure – POSTPONED
	PRIVATE- Update on Community Centre Issues- Paul Walker
	Pre-scrutiny of Cabinet Board Items

9 December 2016	Prosperity for All Highlight Report (Regeneration and Employment)- Simon Brennan
	Library Services Report Card – Andrew Thomas/Wayne John (include breakdown of usage and patterns of use)
	Quarterly Performance Monitoring (Q2)- Cabinet
	Quarterly Performance Monitoring Celtic Leisure (Q2)- Cabinet
	Pre-scrutiny of Cabinet Board Items
20 January 2017	European Funding Team Service Report Card- Simon Brennan/ Lisa Willis
	Property, Estates and Facilities Service Report Card- Simon Brennan/David Phillips
	Development Management Report Card- Nicola Pearce/Steve Ball
	Accessed Managed Services Report Card – Chris Millis/Paul Walker
	Princess Royal Theatre Report Card- Andrew Thomas/Paul Walker
	Margam Park Report Card- Andrew Thomas/Michael Wynn

	Pre-scrutiny of Cabinet Board Items
3 March 2017	Planning Policy Service Report Card- Nicola Pearce/Ceri Morris
	Building Control Service Report Card- Nicola Pearce/Paul Davis
	Regeneration and Economic Development Service report Card- Simon Brennan/Andrew Collins
	Prosperity for All Highlight Report (Regeneration and Employment) – Simon Brennan
	Quarterly Performance Monitoring (Q3)- Cabinet
	Quarterly Performance Monitoring Celtic Leisure (Q3)- Cabinet
	Pre-scrutiny of Cabinet Board Items

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

****TOURISM WILL BE HELD AS A TASK AND FINISH INQUIRY****

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Economic and Community Regeneration Scrutiny Committee

9th December 2016

Report of the Head of Transformation – A Thomas

Matter for Information

Wards Affected: All Wards

Community Managed Libraries / Library Service Report Card 2016 - 17

Purpose of the Report

1. To provide members with an update on the progress of Community Managed libraries in Neath Port Talbot.
2. To present for scrutiny the Library services Report Card for 2016 -17.

Executive Summary

3. This report provides an annual update and overview of progress for the nine Community managed libraries as proposed at the ECR scrutiny committee meeting in December 2013.

4. The second part of the report presents to members for scrutiny the library services Report Card for 2016 - 17, taking into account the current library Strategy and policies of Welsh Government and the local needs of residents in Neath Port Talbot. The Report Card summarises a detailed assessment of the library services performance during the year, listing service priorities, key measures and actions for future development of the service.

Background

5. The Library Service Review of 2013 -14 resulted in nine libraries transferring to community management. In April 2013, five of the libraries - Blaengwynfi, Cwmllynfyll, Gwaun Cae Gurwen, Seven Sisters and Ystalyfera, based in rented accommodation transferred over to community groups.
6. The remaining four - Briton Ferry, Cymmer Afan, Resolven and Taibach libraries which were based in authority owned buildings transferred in May 2013. Neath Port Talbot library service has continued to provide professional support and book stock, together with access to the Library management system for each of these libraries.
7. The Library service is a statutory service under the Public Libraries and Museums Act (1964) which requires all Local Authorities to provide a comprehensive and efficient library service. In Wales, the Cabinet Secretary for Economy and Infrastructure is charged with superintending the provision of library services and this is achieved via the Welsh Public Library Standards (WPLS), which provides a framework for monitoring and developing services.

Financial Impact

8. There are no additional financial impacts on the authority.

Equality Impact Assessment

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

Workforce Impacts

10. There are no workforce implications associated with this report.

Legal Impacts

11. There are no legal implications.

Risk Management

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

Consultation

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

Recommendations

14. Items are for monitoring purposes.

Reasons for Proposed Decision

15. Not applicable.

Implementation of Decision

16. Not applicable.

Appendices

17. Appendix 1 - Overview of Progress of Community Managed Libraries
18. Appendix 2 - Library Services Report Card 2016-17

Officer Contact

19. Wayne John, County Librarian,

Tel: 01639 899829.

E mail: w.john@npt.gov.uk

Appendix 1 - Overview of Progress of Community Managed Libraries April – September 2016

Blaengwynfi Library – 9 hours (2015 – 9 hours)

Blaengwynfi Library is based at the Welfare Hall and run by the Hall Management Committee with the support of volunteers. The library is open for 9 hours per week.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
531	448

Briton Ferry Library – 18 hours (2015 – 18 hours)

Briton Ferry Library is run by a charitable trust and is staffed by volunteers. There have been a number of structural issues over the year relating to long term maintenance of the clock tower. Communities First have office accommodation in the library and support a number of initiatives from the building.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
2355	1922

Cwmllynfell Library – 8 hours (2015 – 6 hours)

Cwmllynfell Library is managed by the Community Council / Hall Committee and is staffed by volunteers from the community with support from the hall manager.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
638	307

Cymmer – 15.5 hours (2015 15.5 hours)

Cymmer Library is managed by the Friends of Cymmer Afan Library (www.cymmercommunitylibrary.org). A Charitable Trust was set up to operate the library service from the existing building. The Trust have been successful in obtaining external funding for the continued employment of a part time qualified member of staff to manage the service. In addition the Trust have obtained funding to introduce a community café and also secured resources for a project officer and a cleaner.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
1303	943

Gwaun Cae Gurwen – 10 hours (2015 - 10 hours)

Gwaun Cae Gurwen Library (Y Lolfa) is managed by a charitable group and is staffed by volunteers. The library has appointed a paid co-ordinator to oversee the development of activities at the library. They have updated and replaced the public access computers.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
1424	1293

Resolven – 16 hours (2015 - 18 hours)

Resolven Library (Resolven District Cyber and Resource Centre) is managed by a charitable group supported by the Community Council and staffed by volunteers. They have been successful in reducing the running costs and replacing some ICT provision.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
2501	2112

Seven Sisters – 4 hours (2015 - 3 hours)

Seven Sisters Library is managed and run with the continued support of the Community Hall Committee of Seven Sisters.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
210	94

Taibach – 16 hours (2015 – 16 hours)

Taibach Library is run and managed through the Friends of Taibach Library group which set itself up as a Charitable Trust to ensure the continued delivery of a library service.

Number of Books and Other Items Issued April 2015 – September 2015	Number of Books and Other Items Issued April 2016 – September 2016
3191	2012

Ystalyfera – n/a

Ystalyfera Library has been closed temporarily since July 2016 due to the resignation of the previous volunteer coordinator. It is hopeful that the library will reopen early in 2017. The Library Service has provided a mobile library at two stops in the village to ensure temporary library provision.

Visitors

Visitor figures are not included in this report as they are not kept in the majority of the community libraries. Also, as methods of data collection differ any comparison between them would not be appropriate.

In summary, Community Managed Libraries are open for 95 hours per week. Overall across all libraries the number of issues has decreased by 26% against the same period in 2015. It should be noted that the figures recorded are taken from the library management system (LMS) and it is

acknowledged that some libraries do not always use the LMS when issuing items.

Buildings

Eight of the nine Community Managed Libraries are still based in the original library building. Ystalyfera is the only one to have relocated. There have been building maintenance issues at Briton Ferry Library, some of which were identified in the 2013 Library Review. Taibach Library currently share premises and operating costs with Flying Start.

Digital Services

The Library Service continues to provide access to, and volunteer training for the Library Management System. Internet access is available at all of the libraries except at Seven Sisters and Ystalyfera. One of the community libraries has introduced a charge for internet use. Seven of the community libraries now have their own internet provider and are no longer connected to the authority's network. Therefore it is not possible to monitor their usage.

Community Engagement

There is evidence of community engagement but it is not possible to measure how successful they are. Some community libraries regularly hold exhibitions, events and reading groups.

Sustainability

In conclusion, the hard work and enthusiasm of the volunteers who regularly staff the libraries must be commended and acknowledged in maintaining a valuable service to small communities throughout Neath Port Talbot.

Service Report Card 2016-2017
Neath Port Talbot Library Service

Section 1:
Brief description of the service

Statutory Service - The Library Service is a statutory service covered by the Public Libraries and Museums Act (1964) which requires all local authorities to provide “a comprehensive and efficient” library service.

Welsh Public Library Standards - In Wales this is measured via the Welsh Public Library Standards (WPLS) which consists of 18 core entitlements and 16 quality indicators.

NPT Library Service maintains 8 branch libraries, 1 mobile library and a range of specialist support services that operates from Library Headquarters. These include a housebound and sheltered homes delivery service and targeted literacy support in schools. In addition, the service supports 9 community managed libraries.

Staffing - The Library service has 37.1 FTE staff.

Services - In addition to providing a lending library service and ICT at libraries we also provide programmes that deliver literacy support for adults and children – including parent and toddler, extensive digital literacy opportunities targeted at groups of the population where the need is greatest i.e. unemployed or at risk of unemployment, a proactive health and social well-being offer that provides a wide range of activities and resources that have improved people’s lives and targeted training and lifelong learning sessions.

The Service works with a number of partners, both within Neath Port Talbot CBC and external partners.

Registered users - The Service has **84,315** registered library members. During 2015-16 more than **23,404** of these members were classed as active i.e. they borrowed an item from the library (this does not include those users who borrowed via online services or visited the library to use computers, attending events or carrying out study/research).

The core themes of the Library Service, which are set out in the **Library Strategy 2016 - 2021** are:

- Access to digital, online services
- Supporting the local economy through learning and training
- Health, independence and well being
- Social, community and cultural well being
- Literacy intervention
- Reading for pleasure
- Education for all and lifelong learning
- Responding to the study needs of school pupils
- Empowering users by offering access to the widest range of quality and accurate information and allowing opportunities for creating and sharing of information
- Supporting local Council services

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

Service Priorities: In 2015-16 the Library Service met all of its service priorities and achieved this against a background of having to find additional financial savings. The Service came in under budget in 2015 -16.

Budget -The library service budget was £1,464,279 against the SSA of £2,442,000.

Visits - The number of people visiting Neath Port Talbot Libraries increased by 1.1% to 807,077. Those attending events at libraries increased by 16% to 54,386.

Book Issues -The number of books and other items borrowed decreased by 4% to 431,549. This was due in large part to the decommissioning of one mobile library vehicle with the loss of two members of staff and the reconfiguring of the Mobile Library Service from a two weekly to a three-weekly schedule.

Sickness - The sickness level for the Service in 2015-16 increased from 4.2 (2014-15) to 8.2 FTE days lost per employee. This is lower than the Authority average of 9.7 days.

Development reviews were undertaken for 70% of staff during 2015-16. In 2016-17 all staff will have an employee development review using the new performance appraisal scheme.

WPLS - Neath Port Talbot met 17 of 18 of the core entitlements in 2014-15. Of the 16 quality indicators 7 have specific targets of which the authority met 3 in full, 3 in part and failed 1. The areas of failure are those related to financial resources – staffing, book fund and ICT provision.

Appendix Two

Training - Following feedback from Welsh Government and as an action on the Service Delivery Plan all library staff received customer care training during the year.

Section 3: Service Priorities 2016-17

Priority	Actions to deliver priority	Officer Responsible	Timescale	What will be different? Measures and/or Outcomes
1: Implement reading and literacy programmes for children <i>Link to Corporate Priority: Improvement in Literacy Outcomes – Better Schools, Brighter Prospects</i>	<ul style="list-style-type: none"> • Deliver Summer Reading Challenge in 2016 • Deliver Every Child a Library Member • Deliver a programme of work in schools • Deliver Bookstart and Song and Rhyme programme in libraries • Deliver literacy and reading events at external venues 	Children's Literacy Officer / Children's Librarian / Bookstart Co-ordinator	Financial Year 2016-17	<ul style="list-style-type: none"> • Increased participation in Summer Reading Challenge and Every Child a Library Member • Increased attendances at all literacy/reading events at schools and libraries • An increase in number of events held at external venues
2: Promote digital citizenship and access to digital services	<ul style="list-style-type: none"> • Encourage increased use of library e-services e.g. ebooks and ezines • Promote Digital by Choice 	Library Development Officer / Library staff	Financial Year 2016-17	<ul style="list-style-type: none"> • Increase number of ebooks downloaded • Increase in the number of people

Appendix Two

	<ul style="list-style-type: none"> • Improve wifi services at branch libraries • Deliver formal and informal training to library users • Staff training aimed at digital services 			<p>attending sessions and receiving informal training</p> <ul style="list-style-type: none"> • Increase in the number of users rating digital services as good or very good
<p>3: Promoting health and well being</p> <p style="text-align: center;">Page 37</p>	<ul style="list-style-type: none"> • Deliver housebound home delivery service • Provide dementia collections for carers and those being cared for • Support employment programmes in partnership with employment agencies • Reading Group programme • Continued access to bibliotherapy/books on prescription scheme • Deliver a wide-ranging events programme 	Community Services and Library Staff	Financial Year 2016-17	<ul style="list-style-type: none"> • Number of new housebound borrowers • Increased attendances at library events • Increase in the number of reading groups • Increase in the percentage of users stating that the library has made a difference and been beneficial to their health and well being • Job clubs will continue to be a core feature of the Service's health and well being offer
4. Development of an all Wales	<ul style="list-style-type: none"> • Preparations for 	County	2016-2018	<ul style="list-style-type: none"> • Improved offer to

Appendix Two

Library Management System	implementation in Neath Port Talbot	Librarian & Systems Development Officer		library members
5. Ensure Service complies with statutory responsibilities and guidance as set out in the Welsh Public Library Standards	<ul style="list-style-type: none"> • Complete Welsh Public Library Standards annual report • Report to Council on Welsh Public Library Standards • Produce a strategy to address the development of the library service over the next five years 	County Librarian	September 2016	<ul style="list-style-type: none"> • Measures put in place to ensure that the Service is able to demonstrate improvement and compliance with its statutory requirement

Section 4:
Service Performance Quadrant 2016-17
1st April 2016 – 30th September 2016

Priority 1: Implement reading and literacy programmes for children

- 1007 children signed up to the Summer Reading Challenge in 2016.
- The second year of Every Child a Library Member saw 799 children in Year 4 become new library members.
- Numbers (adults and children) attending Song and Rhyme session at libraries have increased on the same period last year by 4.8%
- 7 new reading and writing groups at new Ysgol Bae Baglan

Priority 2: Promote digital citizenship and improve access to digital services

- New online service – Ziptales – aimed at raising children's literacy levels has been launched
- Successful Festival of Learning (Adult Learners Week) held at all libraries in summer 2016 delivering over 40 events
- Increase in the number of ebooks accessed based on same period last year
- Staff training sessions aimed at improving offer for digital users was held in June/July

Priority 3: Promoting health and well being

- Increase in the number of people attending events based on same period last year
- New reading groups collections for adults and children launched

Priority 4: Development of an all Wales Library Management System

- Roll out of the all Wales system began in North Wales in August

Priority 5: Ensure Service complies with statutory responsibilities and guidance as set out in the Welsh Public Library Standards

- Annual report to Welsh Government was submitted in June. Neath Port Talbot achieved 17 of 18 core entitlements and of the measurable standards, achieved 2, partly achieved 3 and failed to meet 2. A Report will be presented in December 2016 along with assessment from Welsh Government.

Measure	2014-15 Actual (Full Year)	2015-16 Actual (Full Year)	Comparative Performance	2015-16 Qtr. 2 (cumulative)	2016-17 Qtr. 2 (cumulative)
Service Measure 1: Number of visits to public libraries per 1000 population Priority 1	4486	4523	4177 (Welsh Median, WPLS Assessment 2014-15)	2352	2400
Service Measure 2: Number of children participating in schemes Priority 1	972 (Summer Reading Challenge Sign ups)	1119 (Summer Reading Challenge Sign Ups)	None Available	n/a	1007 (Summer Reading Challenge Sign Ups)
Service Measure 3: Number of library materials issued Priority 1	450,318	431,549	None available	221,358	216,998

Appendix Two

Service Measure 4: Number of visits to library service website per 1000 population Priority 2	1222	1222	923 (WPLS)	647	573
Service Measure 5: Number of ebooks downloaded Priority 2	6011	6390	5830 (Welsh average 2015-16)	3009	3286
Service Measure 6: % of adults who think that the library has helped them deliver new skills Priority 3	72% (based on 4000 sample)	n/a* No Survey	72% Welsh Median (WPLS 2015-16)	n/a	Survey to be carried out in November 2016
Service Measure 7: Number of attendances at library run training sessions Priority 3	9400	10169	Not Available	n/a (Reported annually)	n/a (Reported annually)
Service Measure 8: Number of attendances at library events per 1000 population Priority 4	384	387	192 <i>whole year figure</i> (WPLS)	182	207
Service Measure 9: Number of library materials requested supplied within 7 days Priority 6	81%	76%	69% (Welsh Median, WPLS Assessment 2014-15)	n/a	Survey carried out in October 2016
Corporate measure (CM01): a) Number of transactional services fully web enabled b) Number of transactional services partially web enabled	n/a New n/a New	n/a New n/a New	n/a	n/a New n/a New	n/a New n/a New



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

Library Service budget for 2016-17 is £1,554,903.

Library service income for 2015-16 was £ 94,888.

The Standard Spending Assessment (SSA) for the library service for 2015-16 was £2,442,000. The actual Revenue budget, including central costs was £1,823,000 with a specific spend on the library service of £1,464,000. The actual spend was £599,000 below the Welsh Government estimate and this obviously had an impact on performance against the Welsh Public Library Standards, with the service failing in areas such as staffing levels, expenditure on book stock and ICT.

Appendix Two

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	1% overspend	1.5% underspend	0% over/underspend
Revenue Budget £1,554,903	£1,733,074	£1,461,634	£1,554,903
Corporate Measure (CM03): Amount of FFP savings at risk	n/a New	£190,000*	£25,000

* Savings of £190K delivered in 2015-16. Savings of £25K have been identified for 2016-17.

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

Appendix Two

Sickness levels increased from 4.6 FTE days lost in 2014-15 to 8.2 in 2015-16. This was due to two cases of long term sickness, who have now returned to work on a full time basis. These cases were managed via the sickness management procedure and referred to Occupational Health. Instances of short term sickness fell in this period.

70% of staff received a Performance Development Review in 2015-16 but due to changes in the appraisal procedure during the year and the announcement of further potential budget cuts not all staff were involved. All staff will receive a Performance Appraisal review under the new format in 2016-17. 60% of staff have received a review since April.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 2 (cumulative)	2016-17 Qtr. 2 (cumulative)
Corporate Measure (CM04): Average FTE (full time equivalent) working days lost due to sickness absence			
Service: Neath Port Talbot Library Service			
Total Service FTE days lost in the period	8.2	4.2	5.1
Directorate: ELLL	9.0	3.9	3.8
Council:	9.7 Days	4.2	4.6

	2015-16 Actual (Full Year)	2015-16 Qtr. 1 (cumulative)	2016-17 Qtr. 1 (cumulative)
Corporate Measure (CM11): Staff engagement Measure	n/a New	n/a New	n/a New

Appendix Two

<p>Corporate Measure (CM05): % of staff who have received a performance appraisal during 2016-17 (Target 100%)</p> <p>Number of staff who have received a performance appraisal during 2016-17</p>	70%	-	<p>100% will receive an appraisal in 2016-17.</p> <p>On target.</p>
<p>Corporate Measure (CM06): Number of employees left due to unplanned departures</p>	Nil	Nil	Nil

Section 7: Customer Quadrant 2016-17

The service area is a public facing service; we receive a huge number of verbal compliments from our clients. Improved reporting of compliments and complaints will aim to capture more data in 2016-17.

* A consultation exercise was carried out in 2015 into the future of library service provision in Baglan, Skewen and on the mobile library. While there was no criticism of any aspect of the Service, there were complaints, both in writing and verbally, about Neath Port Talbot's policy in respect of transferring libraries.

** As part of the Welsh Public Library Standards annual report the Service is required to collate testimonials from members of the public to highlight areas of high quality, customer focussed work. These are included with the Service's annual report submitted in autumn 2015.

Measure	2015-16 Actual (Full Year)	2015-16 Qtr. 2 (cumulative)	2016-17 Qtr. 2 (cumulative)
Corporate Measure (CM07): Total number of complaints Internal External (from the public)	Nil*	Nil	Nil
Corporate Measure (CM08): Total number of compliments Internal External (members of the public)	Nil**	Nil	Nil
Corporate Measure (CM09): customer satisfaction measure/s	99% (rating the Service as good or	User survey at all libraries being undertaken in November 2016	

	very good)	
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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

ECONOMIC AND COMMUNITY REGENERATION SCRUTINY COMMITTEE

9th December 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 SEPTEMBER) 2016/17

Purpose of the Report

- 1 To provide Members with the Priority for All Highlight Report – Quarter Two 2016-17 for **Regeneration** which provides a progress update for the first six 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 and supporting the renovation of the Reel Cinema. 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 are being resolved. When the works are completed next year, 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 and the Integrated Transport Hub, a key project in terms of improving connectivity and economic growth is now progressing with local contractor Andrew

Scott Ltd on-site. Several more projects are due to come 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, Amman, 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 The construction of two further schools also funded by NPT Council and Welsh Government's 21st Century Schools have recently been tendered and the Team will be working closely with the appointed contractors to deliver benefits to the local community.

- 13 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.
- 14 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.
- 15 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.
- 16 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.
- 17 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.

- 18 The Council 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.
- 19 Finally, funding has 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

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

Equality Impact Assessment

- 21 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

- 22 There are no workforce impacts.

Legal Impacts

- 23 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

24 Failure to have robust performance monitoring arrangements could result in poor performance going undetected.

Relevant corporate risks associated with the delivery of this improvement objective are contained within the appendix.

Consultation

25 No requirement to on this item consult.

Recommendation

26 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

27 Matter for monitoring. No decision required.

Implementation of Decision

28 Matter for monitoring. No decision required.

Appendices

29 Appendix 1 - Prosperity for All Highlight Report for Regeneration– Quarter 2 2016-17

List of Background Papers

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

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Highlight Report – 1st April to 30th September 2016

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 57</p> <p>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>



Highlight Report – 1st April to 30th September 2016

What will be different? (Outcomes)	Lead Officer	RAG Status	Progress
<u>Regeneration</u>			
1. We will encourage inward investment and bring forward a range of opportunities, including residential, retail and commercial developments.	S. Brennan	Green	<ul style="list-style-type: none"> • Leading 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.
2. The next phase of Neath Town Centre redevelopment will be completed.	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.
3. The development of leisure and commercial opportunities at Aberavon	S. Brennan	Green	<ul style="list-style-type: none"> • The completion and opening to the public of the new 12-



Highlight Report – 1st April to 30th September 2016

<p>Seafront will continue and will include a new adventure golf course.</p>			<p>hole adventure family golf course in July 2016 is supporting the on-going regeneration of Aberavon Seafront.</p> <p>To date 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>
<p>4. Caravan and camping facilities at Margam Park will be developed.</p>	<p>S. Brennan</p>	<p>Green</p>	<ul style="list-style-type: none"> • Work is progressing towards providing the enabling infrastructure to bring forward a scheme to improve tourism and visitor numbers to Margam Park and the area as a whole. • Proposed start on site – early 2017.
<p>5. We will access funding to refurbish, repair and maintain locally important buildings and structures.</p>	<p>S. Brennan</p>	<p>Green</p>	<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.
<p>6. We will drive forward regeneration projects in the valleys, to encourage tourism and improve employment opportunities.</p>	<p>S. Brennan</p>	<p>Green</p>	<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, Amman, Dulais and Neath valleys. • The Rural Development Plan funded Business Development Officer has been appointed and will be



Highlight Report – 1st April to 30th September 2016

			<p>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.</p> <ul style="list-style-type: none"> To date, supported 12 companies within the valley areas of Neath Port Talbot to deliver investment projects valued in excess of £106,000. These projects have created 14 new jobs and safeguarded 26.
<p>7. We will continue to deliver the Vibrant and Viable Places Programme to combine support for people and places whilst encouraging partnership working</p>	<p>S. Brennan</p>	<p>Green</p>	<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. The Integrated Transport Hub, a key VVP project in terms of improving connectivity and economic growth is now progressing with local contractor Andrew Scott Ltd on-site. Several other projects are awaiting planning approval and should commence early 2017.
<p>8. We will identify supply chain opportunities for local companies within major developments in the county borough by working in partnership with developers/organisations who are delivering substantial investment</p>	<p>S. Brennan</p>	<p>Green</p>	<ul style="list-style-type: none"> Number of local people helped to get back into work – (latest data from 1st April 2016 – 30th September 2016 – 41. In 2015-16 we supported 75 people so are well on track to exceed last year’s performance. Number of completed apprenticeship training weeks,



Highlight Report – 1st April to 30th September 2016

<p>programmes.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 61</p>			<p>traineeships and work experience opportunities – (latest data from 1st April 2016 – 30th September 2016 - over 3800 weeks completed. This has already exceeded the 270 weeks achieved in 2015-16.</p> <ul style="list-style-type: none"> • Number and value of contract opportunities secured by local businesses – (latest data from 1st April 2016 – 30th September 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>	<p>Green</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 September 2016: 225). 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 down in



comparison to the same period last year (346), there are events and other activities planned for the next few months that will have a positive impact on performance in the next quarter.

- **The number of new business start-up enquiries assisted.** (1st April 2016 -30th September 2016: 173) - 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 (141).
- **The number of new start-ups assisted through Innov8 programme** - (1st April 2016 -30th September 2016: 14) - This output is slightly down on the same period last year (22) 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 September 2016: 75) - Although lower than the first



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quarter last year (119), 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.

In addition, as result of investment to date, more than 100 local jobs have been safeguarded.



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Measures: Regeneration Graphs

Figure 1

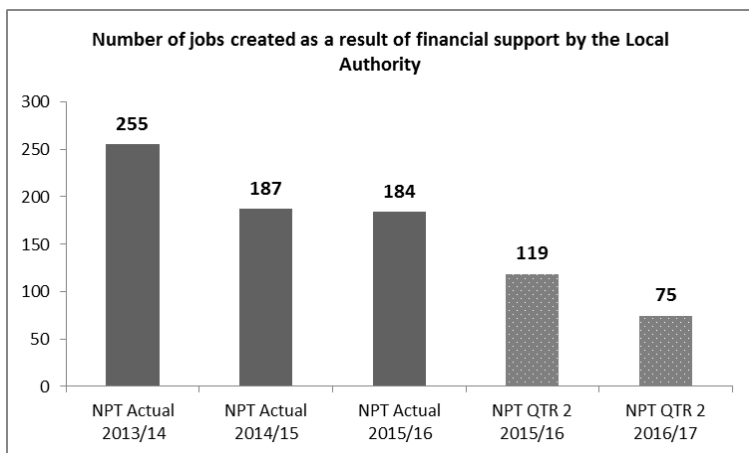


Figure 2

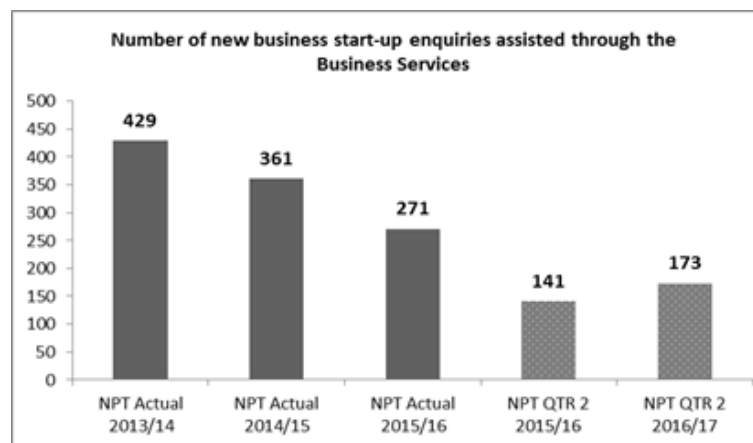
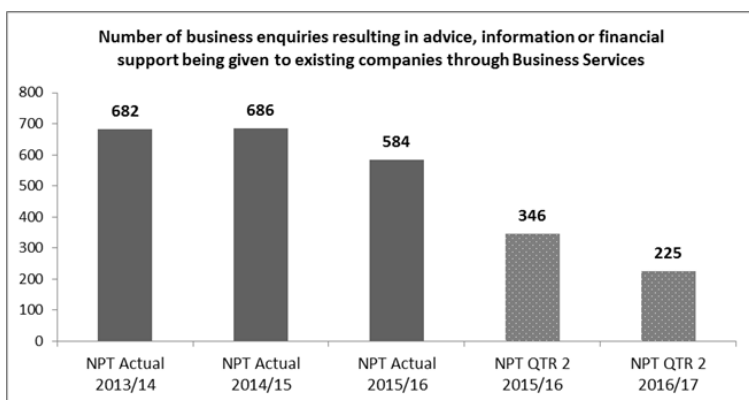


Figure 3



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Corporate Risks as reported to Cabinet 19th October 2016:

Ref	Section	Risk Description	Mitigating Action	Latest L'hood score Sept 16	Latest L'hood impact Sept 16	Latest Total score at Sept 16	Latest Proximity at Sept 16	Target Date	Risk owner
Page 05 ENV 05	Streetcare	Adopted roads and non-adopted infrastructure (such as countryside bridge/dams) –inadequate capital and revenue funding to meet maintenance needs leading to potential failure resulting in closure, access restrictions – negative impact on residents, communities and businesses.	Direct resources from other priorities on an emergency basis as and when required.	5	5	25 H	1-4	Ongoing	Head of Streetcare
ENV 06	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	Enhance programme inspections; identify priority projects for improvement in HAMP and CPSG, also links to ENV05 and ENV11 <i>Updated Sept 16 - closed bridge at New</i>	5	5	25 H	1-4	Ongoing	Head of Engineering and Transport

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Ref	Section	Risk Description	Mitigating Action	Latest L'hood score Sept 16	Latest L'hood impact Sept 16	Latest Total score at Sept 16	Latest Proximity at Sept 16	Target Date	Risk owner
		restrictions - negative impact on residents, communities and businesses	<i>Bridge Road in may for the foreseeable future.</i>						
Page 66 ENV 14	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	Ongoing	Head of Property & Regeneration
NPT 02	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
ENV 13	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 statements <i>regarding property management planning included in business plans for 2016/17 – updated Sept 16</i>	4	3	12 H	1-4	Ongoing	Head of Property & Regeneration

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Ref	Section	Risk Description	Mitigating Action	Latest L'hood score Sept 16	Latest L'hood impact Sept 16	Latest Total score at Sept 16	Latest Proximity at Sept 16	Target Date	Risk owner
Page 67	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. <i>Updated Sept 16 – will monitor the UK Government announcement to invoke Article 50 notice. This is not expected until March 2017. Chancellor's Autumn Statement due 23 Nov 16 may provide more information in relation to funding commitment.</i>	3	4	12 H	1	Review 31/03/2017	Director of Finance and Corporate Services

Proximity - 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 used is:

- 1. Zero to one year**



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- 2. One year to two years
- 3. Two years to three years
- 4. Three years plus

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5x5 Risk Matrix below:		Likelihood						
Key								
Likelihood	Impact							
1. Very Unlikely	1. Low		5	M	M	H	H	H
2. Unlikely	2. Low/Medium		4	L	M	H	H	H
3. Likely	3. Medium		3	L	L	M	H	H
4. Very Likely	4. Medium/High		2	L	L	M	M	M
5. Certainty	5. High	1	L	L	L	L	L	
		0	1	2	3	4	5	
L	Low Risk							