



## ***POLICY AND RESOURCES CABINET BOARD***

***Immediately Following Scrutiny Committee on  
WEDNESDAY, 18 APRIL 2018***

***COMMITTEE ROOMS 1/2 - PORT TALBOT CIVIC CENTRE***

### **PART 1**

1. To agree the Chairperson for this Meeting.
2. To receive any declarations of interest from Members.
3. To receive the Minutes of the previous Policy and Resources Cabinet Board held on 7 March, 2018 (*Pages 3 - 8*)

### **To receive the Report of Assistant Chief Executive and Chief Digital Officer**

4. Welsh Language Standards (*Pages 9 - 30*)

### **To receive the Report of the Head of Financial Services**

5. Treasury Management Monitoring 2017/18 (*Pages 31 - 34*)

### **To receive the Report of the Director of Finance and Corporate Services**

6. Miscellaneous Grant Fund Applications (*Pages 35 - 38*)
7. Community Council Minor Projects Scheme - Resolven Community Council (*Pages 39 - 40*)
8. Community Council Minor Projects Scheme - Dyffryn Clydach

Community Council (*Pages 41 - 42*)

9. Welsh Church Act Trust Fund (*Pages 43 - 46*)
10. Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No 2290 (as amended)

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Thursday, 12 April 2018**

**Cabinet Board Members:**

**Councillors:** R.G.Jones, D.Jones, C.Clement-Williams and  
A.J.Taylor

**Notes:**

- (1) *If any Cabinet Board Member is unable to attend, any other Cabinet Member may substitute as a voting Member on the Committee. Members are asked to make these arrangements direct and then to advise Democratic Services staff.*
- (2) *The views of the earlier Scrutiny Committee are to be taken into account in arriving at decisions (pre decision scrutiny process).*

**EXECUTIVE DECISION RECORD**  
**POLICY AND RESOURCES CABINET BOARD**  
**7 MARCH, 2018**

**Cabinet Members:**

Councillors: C.Clement-Williams, D.Jones and R.G.Jones

**Officers in Attendance:**

A. Hinder, K.Jones, D.Rees and N. Headon

---

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor R.Jones be appointed as Chairperson.

2. **MINUTES OF THE PREVIOUS POLICY AND RESOURCES CABINET BOARD HELD ON 24 JANUARY, 2018**

Noted by Committee.

3. **FORWARD WORK PROGRAMME 2018**

**Decision:**

That the report be noted.

4. **MARGAM CREMATORIUM MINUTES - 19 JANUARY, 2018**

**Decision:**

That the Minutes be noted.

5. **QUARTERLY PERFORMANCE MANAGEMENT DATA 2017/2018 - QUARTER 3 PERFORMANCE (1 APRIL - 31 DECEMBER 2017)**

**Decision:**

That the overview Quarterly Performance Management data be submitted for consideration by Cabinet, rather than Policy and Resources Cabinet Board.

**Reason for Decision:**

To enable relevant Members to monitor performance contained within the report.

**Implementation of Decision:**

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

6. **CONSULTATION - CODE OF PRACTICE FOR WELSH LANGUAGE STANDARDS (NO.1) REGULATIONS 2015**

**Decision:**

That the Chief Executive be authorised to submit an appropriate response to the Consultation – Code of Practice for Welsh Language Standards (No.1) Regulations 2015, based on the content of the circulated report.

That the current position in relation to the Challenge, be noted.

**Reason for Decision:**

To ensure the Council's views on the proposed Code of Practice are conveyed to the Welsh Language Commissioner.

**Implementation of Decision:**

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

7. **COMMUNITY COUNCIL'S MINOR PROJECT SCHEME APPLICATIONS - BLAENGWRACH COMMUNITY COUNCIL**

**Decision:**

That approval be given to provide a maximum grant of £14,000 to Blaengwrach Community Council under the Community Council's Minor Projects Scheme.

**Reason for Decision:**

To enable community improvements.

**Implementation of Decision:**

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

8. **MISCELLANEOUS GRANT FUND APPLICATIONS**

**Decision:**

That grant assistance for Derby Toc H Children's Camp Derby, for holidays in the Derby countryside for deprived children across the UK, be not approved.

**Reason for Decision:**

To decide on providing financial support in respect of the grant application received.

**Implementation of Decision:**

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

9. **WELSH CHURCH ACT TRUST FUND**

**Decision:**

That the application for grant assistance to provide support for Tenovus Cancer Care, to support cancer patients in the community, be not approved.

**Reason for Decision:**

To decide on providing financial support in respect of the grant application received.

**Implementation of Decision:**

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

10. **RATE RELIEF FOR CHARITIES AND NON-PROFIT MAKING ORGANISATIONS**

**Decision:**

That the criteria for granting discretionary rate relieve for charities and non-profit making organisations for the period 1 April 2019 to 31 March 2022, as set out in paragraph 5 of the circulated report, be approved.

**Reason for Decision:**

To enable the Council to provide discretionary rates relief to ratepayers from the 1 April 2019 to 31 March 2022.

**Implementation of Decision:**

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

11. **ALTERNATIVE SERVICE DELIVERY PROPOSALS FOR PORT TALBOT CIVIC CENTRE COUNCIL TAX ENQUIRIES**

**Decision:**

That Members agree to remove the face to face service for Council Tax enquiries in Port Talbot Civic Centre and to replace the service with a telephony and digital solution.

**Reason for Decision:**

To release valuable staff resources to undertake other duties rather than providing an expensive face to face service where staff are limited in the tasks they can do whilst waiting to assist the next customer.

**Implementation of Decision:**

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

12. **TREASURY MANAGEMENT MONITORING 2017/18**

**Decision:**

That the report be noted.

13. **ACCESS TO MEETINGS**

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

14. **WRITE OFF OF COUNCIL TAX**

**Decision:**

That the write off amounts of Council Tax, as contained within the Private circulated report, be approved.

**Reason for Decision:**

The accounts are irrecoverable.

**Implementation of Decision:**

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

15. **WRITE OFF OF BUSINESS RATES**

**Decision:**

That the write off amounts of Business Rates contained within the private circulated report, be approved.

**Reason for Decision:**

The accounts are irrecoverable.

**Implementation of Decision:**

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

**CHAIRPERSON**



## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### POLICY AND RESOURCES CABINET BOARD

18<sup>TH</sup> APRIL 2018

### REPORT OF THE ASSISTANT CHIEF EXECUTIVE & CHIEF DIGITAL OFFICER – K.JONES

#### SECTION A- MATTER FOR DECISION

#### WARDS AFFECTED-ALL

#### WELSH LANGUAGE STANDARDS

##### **Purpose of Report**

1. To update Members on the Welsh Language Commissioner's proposed determination in relation to the nine standards subject of the Council's continuing Challenge and to seek Members' authorisation to submit the attached, proposed response.

##### **Background**

2. Meetings between officers and the Commissioner's representatives to try and agree a resolution to the standards which continued to be subject of Challenge took place on 15<sup>th</sup> November and 19<sup>th</sup> December 2016, with Cllr Arwyn Woolcock also attending the latter meeting.
3. Following these discussions, the Council submitted a further response on 15<sup>th</sup> February 2017. The Commissioner responded on 4<sup>th</sup> April 2017.
4. The Council submitted a further response on 20<sup>th</sup> July 2017, resulting in agreement on a most of the standards that had been subject to Challenge; but also supplied further information and requested further dialogue to resolve issues for nine of the standards where the Council continued to have concerns about its ability to achieve compliance.

5. On 25 September 2017, the Commissioner sought a further response on those standards where full agreement was not possible
6. A meeting scheduled for December 2017 was postponed at the Commissioner's request and subsequently, a meeting was held with the Commissioner's representatives on 13th February 2018. Officers from the Road Safety and Human Resources teams also attended to provide specific information in relation to standards 84 and 86 and 99 and 100 respectively.

### **Welsh Language Standards Update**

7. At the meeting in February, the Council's position in relation to the nine outstanding standards was explored with additional information/explanation being provided by officers on the specific standards identified above.
8. Agreement was reached "in principle" on a number of the standards as a consequence of proposed variations or additional clarification.
9. It was agreed that the Commissioner's representatives would further consider the position on road safety standards following discussion and the provision of additional evidence. The outcome of that further consideration has now been received and is set out in the attached letter from the Commissioner.
10. The proposed determination for the nine standards which were still subject of Challenge has now been received (attached at Appendix 1) and it is proposed that the Council now accepts the determination and submits the draft response set out at Appendix 2.

### **Financial Impact**

11. While no additional financial resources have been made available by the Welsh Government to implement the Welsh Language Standards, the Welsh Language Commissioner has been provided with discretion to identify which standards should be applied in the Council's local circumstance. Variations have been applied to a number of those standards initially proposed and which were subject of Challenge by the Council. As a result of the Challenge

process, the financial impact of the standards that will apply have been mitigated but not removed.

### **Equality Impact Assessment**

12. The introduction of the Welsh Language Standards is intended to ensure that Welsh is dealt with on an equal basis as the English language.

### **Workforce Impacts**

13. The Council's ability to impact on its current linguistic profile is limited in the short term as there is a moratorium on external recruitment, unless essential, in order to protect existing staff members from compulsory redundancy. Where external recruitment is possible then increasing the Welsh language skills of the workforce will be systematically considered. Alongside the recruitment process, the Council is identifying other opportunities to increase the amount of Welsh spoken on a daily basis and is working with Menter Iaith to develop a promotional strategy and to put in place practical support to improve the Council's ability to meet the workforce requirements associated with the Standards.

### **Legal Impacts**

15. The Welsh Language Standards have been introduced by the Welsh Government by virtue of the Welsh Language (Wales) Measure 2011.

### **Risk Management**

16. There remains a risk of non-compliance with standards which could attract complaints from members of the public with a consequential adverse impact on the Council's reputation and the potential for fines of £5,000 per standard not complied with.

### **Consultation**

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

## **Recommendations**

18. That Members note the update provided in respect of the Council's Challenge to the Welsh Language Commissioner and authorise the Assistant Chief Executive to submit the proposed response, subject to any changes agreed at the Cabinet Board.

## **Reason for Proposed Decision**

19. To authorise a response to be provided to the Welsh Language Commissioner, in relation to the proposed determination for standards which remain subject to Challenge.

## **Implementation of Decision**

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

## **Appendices**

21. Appendix 1 – Welsh Language Commissioner's letter 14 March 2018
22. Appendix 2 – suggested response to the Welsh Language Commissioner

## **List of Background Papers**

23. Letter to the Welsh Language Commissioner providing further evidence in supporting of the Council's Challenge to the Compliance Notice, 18 July 2016
24. Policy and Resources Cabinet Board, December 2016, Welsh Language Standards
25. Policy and Resources Cabinet Board, February 2017, Welsh Language Standards
26. Policy and Resources Cabinet Board, June 2017, Welsh Language Standards
27. Letters to the Welsh Language Commissioner, July 2017

28. Letter from the Welsh Language Commissioner, 25 September 2017.

**Officer Contact:**

29. Mrs Karen Jones, Assistant Chief Executive & Chief Digital Officer  
Tel: 01639 763284 e-mail: [k.jones3@npt.gov.uk](mailto:k.jones3@npt.gov.uk)

This page is intentionally left blank



Steven Phillips  
Prif Weithredwr  
Cyngor Bwrdeistref Sirol Castell-nedd Port Talbot  
Y Ganolfan Ddinesig  
Port Talbot  
SA13 1PJ

14 Mawrth 2018

Annwyl Brif Weithredwr

## **Hysbysiad Cydymffurfio Cyngor Bwrdeistref Sirol Castell-nedd Port Talbot: Herio dyletswyddau dyfodol**

Diolch i'ch swyddogion am gyfarfod defnyddiol ar 13 Chwefror 2018 i drafod a cheisio cytundeb ar y 9 safon a heriwyd sydd yn weddill. Isod mae dadansoddiad y Comisiynydd o bob safon fel y trafodwyd. Buaswn yn gwerthfawrogi pe byddai'r Cyngor yn medru cadarnhau ei safbwynt mewn perthynas â phob un fel bod modd symud ymlaen i'r cam olaf o ddyfarnu.

### **Safon 22**

Cytunodd y Cyngor mewn egwyddor i'r Comisiynydd amrywio'r safon presennol fel a ganlyn:

#### **Rhaid cydymffurfio â safon 22 ymhob amgylchiad ac eithrio:**

- **mewn perthynas â negeseuon a ddarperir gan gyflenwr allanol ar systemau ffôn symudol.**

### **Safon 41**

Cytunodd y Cyngor mewn egwyddor i resymoldeb a chymesuredd y safon fel y'i gosodwyd. Fe nododd y Comisiynydd y posibilrwydd i'r Cyngor gynnwys datganiad ar y cofnodion at y pwrpas o hysbysu ym mha iaith y cawsant eu drafftio'n wreiddiol.

### **Safonau 61 a 62**

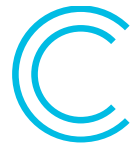
Cytunodd y Cyngor mewn egwyddor i resymoldeb a chymesuredd y safonau fel y'u gosodwyd. Cadarnhaodd y Comisiynydd bod gofynion y safonau ddim yn ei gwneud yn ofynnol i'r Cyngor gyfieithu enwau strydoedd i'r Gymraeg lle nad oes enw Cymraeg eisoes yn bodoli.

Comisiynydd y Gymraeg  
Siambrau'r Farchnad  
5-7 Heol Eglwys Fair  
Caerdydd CF10 1AT

0845 6033 221  
post@comisiynyddygyymraeg.org  
Croesewir gohebiaeth yn y Gymraeg a'r Saesneg

Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff CF10 1AT

0845 6033 221  
post@welshlanguagecommissioner.org  
Correspondence welcomed in Welsh and English



### **Safon 64**

Eglurodd y Cyngor ei sefyllfa gyfredol o ran ei ddarpariaeth derbynfa yng ngoleuni newidiadau diweddar i'w wasanaethau. Cadarnhaodd y Cyngor hefyd ei fod bellach yn cydymffurfio gyda'r safonau yn ei dderbynfeydd yn y Canolfannau Ddinesig yng Nghastell-nedd a Phort Talbot. Roedd hefyd trafodaeth ynghylch y posibilrwydd o osod safon 66 ar bob gwasanaeth derbynfa arall fyddai'n caniatáu ar gyfer gwasanaeth derbynfa Cymraeg dros y ffôn.

Mae'r Comisiynydd felly yn cynnig amrywio gofynion y safon presennol a hefyd gosod safon 66 fel a ganlyn:

#### **Rhaid cydymffurfio â safon 64 mewn perthynas â'r isod:**

- Y Ganolfan Ddinesig, Castell-nedd
- Y Ganolfan Ddinesig, Port Talbot.

#### **Rhaid cydymffurfio â safon 66 mewn perthynas â'r isod:**

- Pob gwasanaeth derbynfa arall.

### **Safonau 84 a 86**

Nododd y Cyngor bryderon ynghylch ei allu i ddarparu hyfforddiant gyrru ymarferol drwy gyfrwng y Gymraeg yn sgil y ffaith nad oes ganddo unrhyw hyfforddwyr sy'n siarad Cymraeg ac oherwydd y cyfyngiadau ar allu defnyddio gwasanaethau cyfieithu mewn amgylchiadau o'r fath. Nododd y Cyngor hefyd bryderon ynghylch deunyddiau a ddefnyddir ganddynt a gynhyrchir gan Asiantaeth Safonau Gyrrwyr a Cherbydau (DVSA).

Ar 12 Mawrth 2018, derbyniwyd gwybodaeth bellach trwy e-bost gan y Cyngor oedd yn cadarnhau rôl y DVSA wrth i'r Cyngor ddarparu dau fath penodol o hyfforddiant sef y 'Dragon Rider' a 'Pass Plus Cymru'.

Yn achos hyfforddiant 'Dragon Rider', nodwyd bod y cwrs yn un sy'n dilyn maes llafur y Cynllun Gyrru Gwell ('Enhanced Rider Scheme') a osodwyd gan y DVSA. Nodwyd bod rhaid i'r holl hyfforddwyr fod wedi'u hachredu gan y DVSA ac wedi'u cofrestru ar y gofrestr o hyfforddwyr beiciau modur yn dilyn prawf ('Register of Post Test Motorcycle Trainers'). Nodwyd na ellir cynnal yr hyfforddiant heb gymeradwyaeth y DVSA. Pwysleisiwyd nad yw'r DVSA yn cynhyrchu'r dogfennau sy'n hanfodol ar gyfer y cwrs yn ddwyieithog. Hefyd, nodwyd nad oes yr un o'r hyfforddwyr a ddefnyddir yn medru'r Gymraeg.

O ran hyfforddiant 'Pass Plus Cymru', eglurwyd mai menter Cymru gyfan ydyw ar gyfer gyrrwyr newydd rhwng 17 a 25 mlwydd oed. Mae'r hyfforddiant wedi'i rannu yn ddau gyda sesiwn 3 awr yn y dosbarth a sesiwn ymarferol 6 awr gyda hyfforddwyr cymwysedig sydd â chytundeb lefel gwasanaeth gyda'r Cyngor. Nodwyd bod y sesiwn dosbarth eisoes yn cael ei ddarparu yn Gymraeg ar gais ond pwysleisiwyd eto nad oes unrhyw rai o'r hyfforddwyr hyn yn siarad Cymraeg ar hyn o bryd er mwyn medru darparu'r elfen ymarferol.





Wedi ystyriaeth pellach, yn y sefyllfa penodol hwn, mae'r Comisiynydd o'r farn bod y dogfennau y mae'n ofynnol i'r Cyngor eu defnyddio gan y DVSA fel rhan o'r cyrsiau yn gyfrifoldeb i'r DVSA yn hytrach na'r Cyngor. Dylech fod yn ymwybodol fod gan y DVSA gynllun iaith<sup>1</sup> a gymeradwywyd yn ddiweddar sy'n cynnwys ymrwymadau ar gyfer gohebiaeth a dogfennau i'r cyhoedd. Byddai disgwyl bod unrhyw ddogfennau a gynhyrchir gan y Cyngor yn uniongyrchol neu gan y DVSA ar ran y Cyngor yn cael eu darparu yn Gymraeg yn unol â'r safonau.

Mae'r Comisiynydd yn cydnabod pryderon y Cyngor ynghylch ei allu i fod yn darparu holl elfennau'r cyrsiau hyn yn Gymraeg. Yn benodol, nodir y pryderon ynghylch y gallu i ddarparu'r elfennau ymarferol yn Gymraeg, yn absenoldeb hyfforddwyr Cymraeg ar hyn o bryd a'r ffaith y gall fod yn anymarferol darparu gwasanaeth cyfieithu o dan yr amgylchiadau.

Mae'r Comisiynydd felly yn cynnig amrywio gofynion safon 84 fel a ganlyn er mwyn eithrio elfennau ymarferol y cyrsiau:

#### Rhaid cydymffurfio â safon 84 ymhob amgylchiad, ac eithrio:

- pan fo asesiad a gynhaliwyd yn unol â safon 86 yn dod i'r casgliad nad oes angen i'r cwrs hwnnw gael ei gynnig yn Gymraeg; ac
- elfen ymarferol o'r cyrsiau 'Pass Plus Cymru' a'r 'Dragon Rider'.

Mae'r Comisiynydd yn parhau o'r farn bod safon 86 yn rhesymol a chymesur fel ag y mae gan nad yw'n ymwneud yn uniongyrchol â'r angen i fod yn cynnig cwrs yn Gymraeg.

#### **Safonau 99 a 100**

Er i'r Cyngor gytuno mewn egwyddor i resymoldeb darparu contractau cyflogaeth Cymraeg ar sail angen, roedd ganddo bryderon ynghylch ei allu i wirio cywirdeb y cyfieithiad Cymraeg oherwydd ei allu ieithyddol cyfyngedig ar hyn o bryd. Fe nododd y Comisiynydd eisoes y posibilrwydd i'r Cyngor gynnwys hysbysiad ar y contractau at y pwrpas o hysbysu ym mha iaith y cawsant eu drafftio'n wreiddiol.

Nododd y Cyngor ei fod yn defnyddio nifer o gronfeydd data Saesneg i gynhyrchu gohebiaeth i'w staff. Awgrymodd y Comisiynydd bod y Cyngor yn adnabod y cyflogeion hynny sy'n dymuno derbyn yr ohebiaeth berthnasol yn Gymraeg ac ymateb i'r galw hwnnw

<sup>1</sup> <https://www.gov.uk/government/organisations/driver-and-vehicle-standards-agency/about/welsh-language-scheme.cy#cynllunio-a-chyflenwi-gwasanaeth>

Comisiynydd y Gymraeg  
Siambrau'r Farchnad  
5-7 Heol Eglwys Fair  
Caerdydd CF10 1AT

Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff CF10 1AT

0845 6033 221  
post@comisiynyddygybraeg.org  
Croesewir gohebiaeth yn y Gymraeg a'r Saesneg

0845 6033 221  
post@welshlanguagecommissioner.org  
Correspondence welcomed in Welsh and English



Comisiynydd y  
Gymraeg  
Welsh Language  
Commissioner

drwy gyfieithu gohebiaeth a gynhyrchir drwy'r cronfeydd data fel bo angen. Cytunodd y Cyngor mewn egwyddor i hynny.

Yn achos yr holl safonau a amrywir, mae'r Comisiynydd yn cynnig addasu'r dyddiadau gosod i'r diwrnod dyfarnu er eglurder.

Mae crynodeb o holl ddyfarniadau arfaethedig y Comisiynydd ar gael yn atodiad 1. Byddwn yn ddiolchgar pe byddai modd i chi gadarnhau safbwynt y Cyngor ar bob un ar y cyfle cyntaf.

Yr eiddoch yn gywir,

**Dyfan Sion**  
Ar ran Comisiynydd y Gymraeg



## ATODIAD 1

Gellir crynhoi dyfarniadau arfaethedig y Comisiynydd fel a ganlyn:

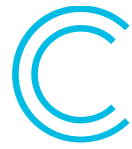
Rhif safon	Rhif cyfeirnod	Dyfarniad arfaethedig	Camau nesaf arfaethedig
22	54-20160115-CBSCNP-22	Bod y gofyniad i gydymffurfio â'r safon fel y'i gosodwyd yn afresymol ac anghymesur	Amrywio gofyniad y safon gan osod yr amgylchiad canlynol: <b>Rhaid cydymffurfio â safon 22 ymhob amgylchiad ac eithrio:</b> <ul style="list-style-type: none"><li>○ mewn perthynas â negeseuon a ddarperir gan gyflenwr allanol ar systemau ffôn symudol.</li></ul> Diwrnod gosod: diwrnod y dyfarnu
41	61-20160115-CBSCNP-41	Bod y gofyniad yn rhesymol a chymesur	Dim camau pellach
61 a 62	65-20160115-CBSCNP-61 66-20160115-CBSCNP-62	Bod y gofynion yn rhesymol a chymesur	Dim camau pellach
64	67-20160115-CBSCNP-64	Bod y gofyniad i gydymffurfio â'r safon fel y'i gosodwyd yn afresymol ac anghymesur	Amrywio gofyniad y safon gan osod yr amgylchiad canlynol: <b>Rhaid cydymffurfio â safon 64 mewn perthynas â'r isod:</b> <ul style="list-style-type: none"><li>○ Y Ganolfan Ddinesig, Castell-nedd</li><li>○ Y Ganolfan Ddinesig, Port Talbot.</li></ul>

Comisiynydd y Gymraeg  
Siambrau'r Farchnad  
5-7 Heol Eglwys Fair  
Caerdydd CF10 1AT

0845 6033 221  
post@comisiynyddygyymraeg.org  
Croesewir gohebiaeth yn y Gymraeg a'r Saesneg

Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff CF10 1AT

0845 6033 221  
post@welshlanguagecommissioner.org  
Correspondence welcomed in Welsh and English



			<p>Diwrnod gosod: diwrnod y dyfarnu</p> <p>Hefyd, gosod safon 66 gyda'r amgylchiad canlynol:</p> <p><b>Rhaid cydymffurfio â safon 66 mewn perthynas â'r isod:</b></p> <ul style="list-style-type: none"> <li>○ <b>Pob gwasanaeth derbynfa arall.</b></li> </ul> <p>Diwrnod gosod: diwrnod y dyfarnu</p>
84	73-20160115-CBSCNP-84	Bod y gofyniad i gydymffurfio â'r safon fel y'i gosodwyd yn afresymol ac anghymesur	<p>Amrywio gofynion y safon gan osod yr amgylchiad canlynol:</p> <p><b>Rhaid cydymffurfio â safon 84 ymhob amgylchiad, ac eithrio:</b></p> <ul style="list-style-type: none"> <li>○ <b>pan fo asesiad a gynhaliwyd yn unol â safon 86 yn dod i'r casgliad nad oes angen i'r cwrs hwnnw gael ei gynnig yn Gymraeg; ac</b></li> <li>○ <b>elfen ymarferol o'r cyrsiau 'Pass Plus Cymru' a'r 'Dragon Rider'.</b></li> </ul> <p>Diwrnod gosod: diwrnod y dyfarnu</p>
86	74-20160115-CBSCNP-86	Bod y gofyniad yn rhesymol a chymesur	Dim camau pellach
99 a 100	75-20160115-CBSCNP-99  76-20160115-CBSCNP-100	Bod y gofynion yn rhesymol a chymesur	Dim camau pellach



Steven Phillips  
Chief Executive  
Neath Port Talbot County Borough Council  
Civic Centre  
Port Talbot  
SA13 1PJ

14 March 2018

Dear Chief Executive

### **Neath Port Talbot County Borough Council Compliance Notice: Challenging future duties**

Thank you to your officers for an useful meeting on 13 February 2018 to discuss and try and seek agreement on the remaining 9 standards challenged. Below is the Commissioner's breakdown of each standard as discussed. We would appreciate if the Council were able to confirm its position in relation to each one so that we can move on to the final stage of determination.

#### **Standard 22**

The Council agreed in principle for the Commissioner to vary the current standard as follows:

**You must comply with standard 22 in every circumstance except:**

- in relation to messages provided by an external provider on mobile phone systems.

#### **Standard 41**

The Council agreed in principle to the reasonableness and proportionality of the standard as imposed. The Commissioner noted the possibility for the Council to include a statement on the minutes for the purpose of notifying in which language they were originally drafted.

#### **Standards 61 and 62**

The Council agreed in principle to the reasonableness and proportionality of the standards as imposed. The Commissioner confirmed that the requirements of the standards do not require the Council to translate street names where no Welsh name is already available.

Comisiynydd y Gymraeg  
Siambrau'r Farchnad  
5-7 Heol Eglwys Fair  
Caerdydd CF10 1AT

Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff CF10 1AT

0845 6033 221  
post@comisiynyddygyymraeg.org  
Croesewir gohebiaeth yn y Gymraeg a'r Saesneg

0845 6033 221  
post@welshlanguagecommissioner.org  
Correspondence welcomed in Welsh and English



### **Standard 64**

The Council explained its current position in terms of its reception provision in light of recent changes in services. The Council also confirmed that it was now compliant with the standards in its receptions at the Civic Centres at Neath and Port Talbot. There was also a discussion regarding the possibility of imposing standard 66 on every other reception service which would allow for a Welsh reception service over a phone.

The Commissioner therefore proposes to vary the current standard and impose standard 66 as follows:

#### **You must comply with standard 64 in relation to the following:**

- Civic Centre, Neath
- Civic Centre, Port Talbot.

#### **You must comply with standard 66 in relation to the following:**

- Every other reception service.

### **Standards 84 and 86**

The Council noted concerns regarding its ability to provide practical driving training through the medium of Welsh due to having no Welsh language instructors and the constraints on using translation services in such a setting. The Council also noted concerns regarding publications utilised by them that are produced by the Driving and Vehicle Standards Agency (DVSA).

On 12 March 2018, further information was received by e-mail from the Council which confirmed the DVSA's role as the Council provides two specific types of training namely the 'Dragon Rider' and 'Pass Plus Cymru'.

In the case of the 'Dragon Rider' training, it was noted that the course adheres to the 'Enhanced Rider Scheme' syllabus as laid out by the DVSA. It was noted that all trainers must be accredited and on the DVSA Register of Post Test Motorcycle Trainers. It was noted that the Council is unable to deliver this training without the approval of the DVSA. It was emphasised that the DVSA does not produce any of the paperwork essential for this course bilingually. Also, it was noted that none of the trainers used are Welsh-speaking.

In terms of the 'Pass Plus Cymru' training, it was explained that it is an all-Wales initiative aimed at new drivers between 17 and 25 years old. The training has been divided in two with a 3 hour classroom based session and a 6 hour practical session with an advanced driving instructor who has a service level agreement with the Council. It was noted that the classroom based session is already provided in Welsh on request but it was emphasised that none of these instructors are Welsh-speaking at the moment in order to be able to provide the practical element.

After further consideration, in this specific situation, the Commissioner is of the opinion that the documents that the Council are required to use by the DVSA as part of these courses are the responsibility of the DVSA rather than the Council. You should be aware that the



DVSA has a Welsh language scheme<sup>2</sup> which was recently approved which includes commitments for correspondence and documents for the public. It would be expected that any documents produced by the Council directly or by the DVSA on its behalf are provided in Welsh in accordance with the standards.

The Commissioner recognises the Council's concerns regarding its ability to provide the whole elements of these courses in Welsh. Specifically, the concerns regarding its ability to provide the practical elements of the courses in Welsh is noted, in the absence of Welsh-speaking trainers at current and the fact that it can be impracticable to provide a translation service under the circumstances.

The Commissioner therefore proposes to vary the requirements of standard 84 as follows in order to exempt the practical elements of these courses:

**You must comply with standard 84 in every circumstance, except:**

- when an assessment carried out in accordance with standard 86 comes to the conclusion that there is no need for that course to be offered in Welsh; and
- the practical elements of the 'Pass Plus Cymru' and the 'Dragon Rider' courses.

The Commissioner remains of the view that standard 86 is reasonable and proportionate as imposed as it does not directly relate to the requirement to offer courses in Welsh.

**Standards 99 and 100**

Although the Council agreed in principle to the reasonableness of providing Welsh language contracts of employment on a need basis, it had concerns regarding its ability to verify the accuracy of a Welsh translation due to its limited linguistic capability at current. The Commissioner again noted the possibility for the Council to include a statement on the contracts for the purpose of notifying in which language they were originally drafted.

The Council noted that it uses a number of English based databases to generate correspondence for its staff. The Commissioner suggested that the Council identified those employees that wished to receive the relevant correspondence in Welsh and responds to that need by translating the correspondence generated from the databases as needed. The Council agreed in principle to this.

<sup>2</sup> <https://www.gov.uk/government/organisations/driver-and-vehicle-standards-agency/about/welsh-language-scheme>



Comisiynydd y  
Gymraeg  
Welsh Language  
Commissioner

In the case of all standards that are varied, the Commissioner proposes to amend the imposition days to the date of determination for ease of clarity.

A summary of all the Commissioner's proposed determinations can be found in attachment 1. I would be grateful if you could please confirm the Council's position on each one at your earliest convenience.

Yours sincerely,

**Dyfan Sion**

On behalf of the Welsh Language Commissioner





## ATTACHMENT 1

The Commissioner's proposed determinations can be summarised as follows:

Standard number	Reference number	Proposed determination	Proposed next steps
22	54-20160115-CBSCNP-22	That the requirements to comply with the standard as imposed is unreasonable and disproportionate	Vary the requirement of the standard by imposing the following circumstance:  <b>You must comply with standard 22 in every circumstance except:</b> <ul style="list-style-type: none"> <li>○ in relation to messages provided by an external provider on mobile phone systems.</li> </ul> Imposition date: Date of determination
41	61-20160115-CBSCNP-41	That the requirement is reasonable and proportionate	No further steps
61 a 62	65-20160115-CBSCNP-61 66-20160115-CBSCNP-62	That the requirements are reasonable and proportionate	No further steps
64	67-20160115-CBSCNP-64	That the requirements to comply with the standard as imposed is unreasonable and disproportionate	Vary the requirement of the standard by imposing the following circumstance:  <b>You must comply with standard 64 in relation to the following:</b> <ul style="list-style-type: none"> <li>○ Civic Centre, Neath</li> <li>○ Civic Centre, Port</li> </ul>

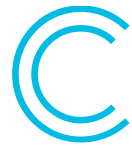
Comisiynydd y Gymraeg  
Siambrau'r Farchnad  
5-7 Heol Eglwys Fair  
Caerdydd CF10 1AT

0845 6033 221  
post@comisiynyddygybraeg.org  
Croesewir gohebiaeth yn y Gymraeg a'r Saesneg

comisiynyddygybraeg.org

Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff CF10 1AT

0845 6033 221  
post@welshlanguagecommissioner.org  
Correspondence welcomed in Welsh and English



			<p><b>Talbot.</b></p> <p>Imposition date: Date of determination</p> <p>Also, impose standard 66 with the following circumstance:</p> <p><b>You must comply with standard 66 in relation to the following:</b></p> <ul style="list-style-type: none"> <li>○ Every other reception service.</li> </ul> <p>Imposition date: Date of determination</p>
84	73-20160115-CBSCNP-84	That the requirements to comply with the standard as imposed is unreasonable and disproportionate	<p>Vary the requirement of the standard by imposing the following circumstance:</p> <p><b>You must comply with standard 84 in every circumstance, except:</b></p> <ul style="list-style-type: none"> <li>○ when an assessment carried out in accordance with standard 86 comes to the conclusion that there is no need for that course to be offered in Welsh; and</li> <li>○ the practical elements of the 'Pass Plus Cymru' and the 'Dragon Rider' courses.</li> </ul> <p>Imposition date: Date of determination</p>
86	74-20160115-CBSCNP-86	That the requirement is reasonable and proportionate	No further steps
99 a 100	75-20160115-CBSCNP-99 76-20160115-CBSCNP-100	That the requirements are reasonable and proportionate	No further steps

Meri Huws  
Welsh Language Commissioner  
Market Chambers  
5-7 St Mary Street  
Cardiff  
CF10 1AT

Dear Commissioner,

**Neath Port Talbot County Borough Council Compliance Notice: Challenging future duties**

I write in response to your letter dated 14<sup>th</sup> March 2018 which follows the meeting held between officers of this Council and representatives of your office dated 13<sup>th</sup> February 2018 and the subsequent information exchange.

Can I first say that I very much welcome the constructive way in which your officers have engaged with us in seeking to find a mutually acceptable resolution to the issues we have raised in connection with nine of the standards which were still subject of Challenge. I believe that we now have a basis upon which to reach agreement.

The Council wants me to re-state its support for the Welsh Government's policy objectives regarding the Welsh Language and wishes to place on record again that the representations we have made regarding your proposed determinations have been founded on a genuine concern that the Council would not be able to comply with a range of standards as initially presented to us. The basis of our arguments has been to secure a position which the Council could regard as reasonable and proportionate, given that the Council has a wide range of duties to discharge and must balance Welsh language duties amongst other duties. Importantly, the impact of continuing austerity together with the imposition of new duties that were not accompanied with new resources has limited the Council's genuine wish to make progress in relation to Welsh language responsibilities. Meeting the standards that will now apply to the Council as the Challenge process comes to a conclusion will be challenging. I would wish to assure you that the Council will make its best endeavours to meet those standards.

Turning now to the detail of your letter I would comment as follows:

#### Standard 22

The Council welcomes and accepts the proposed variation 'in relation to messages provide by an eternal provider on mobile phone systems'. This reflects the reality that commercial service providers are not yet able to offer a an automated messaging/call handling service that complies with the Welsh Language Standards as presently drafted.

#### Standard 41

The Commissioner's acceptance of the Council's need to include a statement making it clear which language was used in the original version of published minutes is very welcome. This will assist the Council in defending any challenges that could arise where there could be differences between the Welsh and English versions of our official records. That said, the cost of translating agendas and minutes is significant as the Council will need to rely on external translation until the Council is in a position to recruit suitably qualified bilingual staff within the democratic services function. We accept however, that you are not in a position to make further variation to this standard.

#### Standards 61 and 62

We are pleased to have received confirmation that the Commissioner does not expect the Council to translate street names where there is no Welsh equivalent and that the convention we propose to use - eg Stryd Conduit Street - would be deemed compliant with the standard.

#### Standard 64

We welcome the pragmatic approach taken to the delivery of reception services. We accept that standard 64 should apply to our main reception services at the Neath and Port Talbot civic centres and also accept that standard 66 should be applied to all other reception services.

#### Standards 84 and 86

We are pleased that the Commissioner has accepted the basis of our arguments concerning our Challenge to this standard and confirm that the variations proposed to standard 84 puts us in a position where we can now accept the standard (as varied).

#### Standards 99 and 100

The Commissioner's support for the insertion of a suitable statement on any translated contracts of employment (which would enable the Council to respond to

any challenges arising from differences between the source and translated documents) is very helpful.

Furthermore, the pragmatic approach now taken in relation to the requirement set out in standard 100 assists in enabling the Council to reach agreement to this standard.

Therefore, I am pleased to confirm on behalf of the Council that we are able to accept the proposed determination. I look forward to working with you and your officials as we seek to implement the standards and would be grateful if you could pass on my thanks to your officers for their support in enabling this phase of the work to be concluded.

Yours sincerely



**Karen Jones**  
**Assistant Chief Executive & Chief Digital Officer**

**Chief Executive's Office**

**Karen Jones**  
Assistant Chief Executive & Chief Digital Officer  
Neath Port Talbot County Borough Council  
Port Talbot SA13 1PJ  
Tel 01639 763842

**Swyddfa'r Prif Weithredwr**

**Karen Jones**  
Prif Weithredwr Cynorthwyol a's Prif Swyddog Digidol  
Cyngor Bwrdeistref Sirol Castell-nedd Port Talbot  
Port Talbot SA13 1PJ  
Ffôn 01639 763842

We welcome correspondence in Welsh and will deal with Welsh and English correspondence to the same standards and timescales.  
Croesewir gohebiaeth yn y Gymraeg a byddwn yn ymdrin â gohebiaeth Gymraeg a Saesneg i'r un safonau ac amserlenni

This page is intentionally left blank

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### POLICY AND RESOURCES CABINET BOARD

#### REPORT OF THE HEAD OF FINANCIAL SERVICES – DAVID REES

18<sup>th</sup> April 2018

#### Matter for Information

#### Wards Affected - All

#### TREASURY MANAGEMENT MONITORING 2017/18

#### 1. Purpose of Report

- 1.1 This report sets out treasury management action and information since the previous report.

#### 2. Rates of Interest

- 2.1 The Monetary Policy Committee (MPC) voted on the 2<sup>nd</sup> November to increase the bank rate to 0.50%. The reason given for this rise was to try to halt the recent rises in the rate of inflation.

<b>Effective Date</b>	<b>Bank Rate</b>
6th November 2008	3.50%
4th December 2008	2.00%
8th January 2009	1.50%
5th February 2009	1.00%
5th March 2009	0.50%
4th August 2016	0.25%
2nd November 2017	0.50%

- 2.2 The following table provides examples of external borrowing costs as provided by the Public Works Loans Board as at 5th April 2018:

	Equal Instalments of Principal		Annuity		Maturity	
	Previous 21Feb18	Current 5Apr18	Previous 21Feb188	Current 5Apr18	Previous 21Feb18	Current 5Apr18
	%	%	%	%	%	%
5-5.5 years	1.85	1.90	1.85	1.91	2.16	2.12
10-10.5 years	2.16	2.12	2.17	2.13	2.64	2.50
20-20.5 years	2.64	2.50	2.68	2.53	2.97	2.81
35-35.5 years	2.93	2.78	2.96	2.80	2.85	2.70
49.5-50 years	2.98	2.83	2.95	2.80	2.70	2.56

### 3. General Fund Treasury Management Budget

- 3.1 The following table sets out details of the treasury management budget for 2017/18 along with outturn figures for 2016/17. The budget consists of a gross budget for debt charges i.e. repayment of debt principal and interest, and interest returns on investment income.

2016/17 Outturn £'000		2017/18 Original Budget £'000
16,798	Principal and Interest charges	18,434
	<b>Investment Income</b>	
(727)	- Total	(504)
153	- less allocated to other funds*	250
<b>(574)</b>	<b>Subtotal Income</b>	<b>(254)</b>
(360)	Contribution from General Reserves	(350)
655	Contribution to/(from) treasury management reserve	
<b>16,519</b>	<b>Net General Fund</b>	<b>17,830</b>

NB: Other funds include Trust Funds, Social Services Funds, Schools Reserves, Bonds etc.



#### **4. Borrowing**

- 4.1 There has been no long term borrowing arranged since the last report.

#### **5. Investment Income**

- 5.1 In line with the Council's Investment Strategy, the 2017/18 original budget for investment income was £504k, actual investment income for the financial year totalled £528k. The balance of £24k will be transferred to the Treasury Management Equalisation Reserve as part of the accounts closure process.

Members should note that the majority of investments are classified as 'specified' i.e. up to 12 months and are currently deposited with Local Authorities, UK banks including, Lloyds Group, Goldman Sachs and Bank Santander.

- 5.2 The Council policy will allow investments up to a maximum of £25m for periods of more than 1 year and up to 5 years, and this will be considered when decisions on investing surplus funds are made. The Council has no such investments.

#### **Financial Impact**

6. All relevant financial information is provided in the body of the report.

#### **Equality Impact Assessment**

7. An equality impact assessment was not required for this report.

#### **Workforce Impacts**

8. There are no workforce impacts arising from this report.

#### **Legal Impacts**

9. There are no legal impacts arising from this report.

#### **Risk Management**

10. There are no risk management issues arising from this report.

#### **Consultation**

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

## **Appendices**

12. None

### **List of Background Papers**

Treasury Management Files  
PWLB Notice Number 132/18

### **Officer Contact**

Mr David Rees – Head of Financial Services

Tel. No.- 01639 763634

E-mail - d.rees1@npt.gov.uk

Mr Huw Jones – Chief Accountant – Capital and Corporate

Tel. No. - 01639 763575

E-mail - h.jones@npt.gov.uk

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### POLICY AND RESOURCES CABINET BOARD

18 APRIL 2018

#### REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES

##### **Matters for Decision**

##### **Wards Affected**

All

##### **MISCELLANEOUS GRANT FUND APPLICATION**

##### **1. Purpose of Report**

To seek Member approval in relation to grant application received.

##### **2. Background and Financial Impact**

##### **Existing Policy Statement**

- a) Each application will be considered on its merits.
- b) The Committee will only approve applications for financial assistance from voluntary or charitable organisations which are manifestly committed to voluntary endeavours of a local nature. This will not preclude the consideration of applications where the disposal of funds is outside the area but still provides significant benefits for the people from the Neath Port Talbot area.
- c) No applications will be considered from religious bodies except relating to church halls and other premises where there is significant community use of the property for non-religious activities.
- d) No applications will be considered from other public funded bodies such as community councils, hospital trusts, etc. or where the benefit may be in lieu of their contributions such as appeals for hospital equipment.
- e) Applications from individuals may be considered where both the person and the community derive a benefit.
- f) No grants will be made to any individual or organisation whose prime purpose is to distribute their funds to other charitable bodies.

#### **4. Miscellaneous Grant funding available**

Members have approved a budget of £3,650 for miscellaneous grants for 2017/18

#### **5. Consultation**

There is no requirement under the Constitution to consult on these items.

#### **6. Recommendation**

It is recommended that Members determine the application set out in Appendix 1 of this report.

#### **7. Reason for Proposed Decision**

To decide on providing financial support in respect of the grant application received.

#### **8. Implementation of Decision**

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

#### **9. List of Background Papers**

Grant Application

#### **10. Appendices**

Appendix 1 – Miscellaneous Grant Application

#### **11. Officer Contact**

Mr Hywel Jenkins – Director of Finance and Corporate Services  
Tel. No: 01639 763251  
email: [h.jenkins@npt.gov.uk](mailto:h.jenkins@npt.gov.uk)

**Miscellaneous Grant Application**

<b>Applicant</b>	<b>Purpose</b>	<b>Amount Request/Cost of "Project"</b>	<b>Previous Support</b>	<b>Comments</b>
Croeserw Athletic Football Club- Cymmer Red Field	Grant assistance towards annual rent of £1,050 p.a. for Lease of field and pavilion of Cymmer Red Field.	Grant towards rent of £1,050	None	Provide grant of £1,050 p.a. for initial 5 years. Then subject to further application in line with rent reviews

This page is intentionally left blank

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### POLICY AND RESOURCES CABINET BOARD

7 MARCH 2018

#### REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES – MR. HYWEL JENKINS

#### MATTER FOR DECISION

#### WARDS AFFECTED –RESOLVEN

#### COMMUNITY COUNCILS MINOR PROJECTS SCHEME – APPLICATION – RESOLVEN COMMUNITY COUNCIL

##### **Purpose of Report**

1. To seek Members' approval to provide a grant to Resolven Community Council under the Council's Minor Projects Scheme.

##### **Background and Financial Impact**

2. Neath Port Talbot Council has approved a Community Council Minor Projects Grants Scheme in order to assist Community Councils in undertaking minor capital projects which will alleviate to some degree the perceived unfairness about "double rating". Approved grants are required to be claimed within two years of approval.
3. The Council has received an application for grant aid under the above mentioned scheme from Resolven Community Council. This application is for grant assistance towards the cost of purchasing a multi gym unit for a Children's Park. The estimated cost of the project is £18,000 resulting in a 60% grant amounting to £10,800.
4. The Community Council will be submitting a funding bid to the next funding round of the Pen y Cymoedd Community Fund and Ffynnon Oer Community Fund for the remainder of the funding.

## **Consultation**

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

## **Proposal**

6. The application from Resolven Community Council complies with the conditions of grant and is entitled to grant support at 60% of £18,000 up to a maximum of £10,800 in accordance with the Minor Projects Grants Scheme and payment be made on receipt of paid invoices together with a copy bank statement.

## **Recommendation**

7. It is recommended that Members approve a maximum grant of £10,800 to Resolven Community Council.

## **Reason for Proposed Decision**

8. The decision is in compliance with the approved policy and to enable community improvements.

## **Implementation of Decision**

9. The decision is proposed for implementation after the 3 day call-in period.

## **List of Background Papers**

10. Application form from Resolven Community Council.

## **Officer Contact**

11. Mr. H. J. Jenkins – Director of Finance & Corporate Services  
(Tel. 01639 763251 - email: [h.jenkins@neath-porttalbot.gov.uk](mailto:h.jenkins@neath-porttalbot.gov.uk))



## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### POLICY AND RESOURCES CABINET BOARD

18 APRIL 2018

#### REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES – MR. HYWEL JENKINS

#### MATTER FOR DECISION

#### WARDS AFFECTED – DYFFRYN CLYDACH

#### COMMUNITY COUNCILS MINOR PROJECTS SCHEME – APPLICATION – DYFFRYN CLYDACH COMMUNITY COUNCIL

##### **Purpose of Report**

1. To seek Members' approval to provide a grant to Dyffryn Clydach Community Council under the Council's Minor Projects Scheme.

##### **Background and Financial Impact**

2. Neath Port Talbot Council has approved a Community Council Minor Projects Grants Scheme in order to assist Community Councils in undertaking minor capital projects which will alleviate to some degree the perceived unfairness about "double rating". Approved grants are required to be claimed within two years of approval.
3. The Council has received an application for grant aid under the above mentioned scheme from Dyffryn Clydach Community Council. This application is for grant assistance towards the cost of the upgrade and refurbishment of the toddlers' play area located at the Longford Memorial Hall at The Drive Neath Abbey. The estimated cost of the works is £20,000.
4. The remainder of the cost of the works will be financed from Community Council balances.

### **Consultation**

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

### **Proposal**

6. The application from Dyffryn Clydach Community Council complies with the conditions of grant and is entitled to grant support at 50% up to a maximum of £10,000 in accordance with the Minor Projects Grants Scheme and payment be made on receipt of paid invoices together with a copy bank statement.

### **Recommendation**

7. It is recommended that Members approve a maximum grant of £10,000 to Dyffryn Clydach Community Council.

### **Reason for Proposed Decision**

8. The decision is in compliance with the approved policy and to enable community improvements.

### **Implementation of Decision**

9. The decision is proposed for implementation after the 3 day call-in period.

### **List of Background Papers**

10. Application form from Dyffryn Clydach Community Council.

### **Officer Contact**

11. Mr. H. J. Jenkins – Director of Finance & Corporate Services  
(Tel. 01639 763251 - email: [h.jenkins@neath-porttalbot.gov.uk](mailto:h.jenkins@neath-porttalbot.gov.uk))

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### POLICY AND RESOURCES CABINET BOARD

18 APRIL 2018

### REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES

#### Matter for Decision

Wards Affected – ALL

#### NEATH PORT TALBOT WELSH CHURCH ACT TRUST FUND

##### 1. Purpose of Report

To seek Member approval in relation to grant application received at Appendix 1 attached.

##### 2. Background and Financial Impact

###### Review of Award Criteria

###### Welsh Church Acts Fund Guidelines for Grant Applications

- a) Each application will be considered on its merits.
- b) Grants will only be awarded to charities and voluntary bodies which are based in, or active in, or provide significant benefits to some or all of the residents of the Neath Port Talbot County Borough area.
- c) Grants will only be awarded to individuals in exceptional circumstances.
- d) Grants will not normally exceed £1,000 and in exceptional circumstances £4,000 per applicant and successful applicants will not normally be reconsidered for a further grant within 3 years of the date of approval of the last grant.
- e) Grants will have a time limit for the take up of said grant of two years from the date of approval.
- f) Grants will not normally be awarded where the service could be dealt with out of the annual budget of the Council's service Committees activities or by other public bodies.

- g) Grants will not normally be awarded where they would commit the fund to regular annual payments nor will recurring annual expenses be supported.
- h) Grants will only be made out of the income of the fund, preserving the Fund's capital assets.
- i) Priority will be given to applications which are of significant benefit to the Neath Port Talbot County Borough area.
- j) Grant aid will not normally cover the full cost of a project/proposal and normally will be approved at 25% of actual costs incurred up to the maximum as outlined in condition (d) above. The grant of £4,000 will only be approved where expenditure exceeds £50,000.
- k) Organisations assessed as being able to meet the cost (e.g. by size or nature) are unlikely to receive any grant aid.
- l) Grants towards work of a structural nature will only be considered where
  - there is evidence that a professional assessment has been made of the works
  - the applicant organisation can demonstrate that there is no other impediment to work proceeding at an early date (e.g. planning permission).
- m) In the case of Churches and Chapels grants will only be approved for the repair of the fabric of buildings which are more than 50 years old and of the highest architectural and historic interest. Church halls, however, where available and used significantly by the public for non-religious purposes will not be subject to these criteria.
- n) No retrospective applications are considered.
- o) The Panel will take into account the Church membership and the normal size of the congregation.
- p) In the case of students undertaking further Education courses, contributions towards the costs of individual instruments or pieces of equipment etc. will be made as follows - 50% of all costs over a threshold of £2,000 up to a maximum grant of £1,000.

**4. Consultation**

There is no requirement under the Constitution to consult on this item.

**6. Recommendation**

It is recommended that Members approve the application set out in Appendix 1 to this report

**7. Reason for Proposed Decision**

To decide on providing financial support in respect of the grant application received.

**8. Implementation of Decision**

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

**10. List of Background Papers**

Grant Application.

**11. Officer Contact**

Mr Hywel Jenkins – Director of Finance and Corporate Services  
Tel. No: 01639 763251  
email: [h.jenkins@npt.gov.uk](mailto:h.jenkins@npt.gov.uk)

**Appendix 1**

Applicant	Purpose	Amount Request/Cost of "Project"	Previous Support	Comments
Briton Ferry Silver Band	To provide grant assistance towards the cost of purchasing new instruments.	£111,482	N/A	That a grant of £100 be proposed