



**POLICY AND RESOURCES SCRUTINY COMMITTEE**

**10.00 am WEDNESDAY, 7 MARCH 2018**

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

**PART 1**

1. To receive any declarations of interest from Members
2. To receive the Minutes of the Policy and Resources Scrutiny Committee that was held on 24th January 2018 (*Pages 3 - 8*)
3. To receive the Scrutiny Forward Work Programme 2017/18. (*Pages 9 - 10*)
4. To select appropriate items from the Cabinet Board Agenda for pre-scrutiny (Cabinet Board reports enclosed for Scrutiny Members)
5. 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
6. 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**

7. 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**

**Saturday, 3 March 2018**

**Committee Membership:**

**Chairperson:**       **Councillor A.N.Woolcock**

**Vice**  
**Chairperson:**       **Councillor S.Rahaman**

**Councillors:**       M.Crowley, J.D.Morgan, C.Edwards,  
S.E.Freeguard, M.Harvey, S.K.Hunt, H.N.James,  
A.Llewelyn, S.Miller, L.M.Purcell, S.M.Penry,  
A.L.Thomas, J.Warman and S.Paddison

**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.*

## POLICY AND RESOURCES SCRUTINY COMMITTEE

(Committee Rooms 1/2 - Port Talbot Civic Centre)

**Members Present:**

**24 January 2018**

**Chairperson:** Councillor A.N.Woolcock

**Vice Chairperson:** Councillor S.Rahaman

**Councillors:** C.Edwards, S.E.Freeguard, M.Harvey,  
S.K.Hunt, S.Miller, S.M.Penry, J.Warman and  
S.Paddison

**Officers In Attendance** D.Rees, S.John, Mrs A. Hinder and C.Davies

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

---

1. **MINUTES OF THE POLICY AND RESOURCES SCRUTINY COMMITTEE HELD ON 20 NOVEMBER 2017**

The committee noted the minutes

2. **MINUTES OF THE POLICY AND RESOURCES SCRUTINY COMMITTEE HELD ON 13 DECEMBER 2017**

The committee noted the minutes

3. **SCRUTINY FORWARD WORK PROGRAMME 2017/18.**

Members noted the Forward Work Programme.

Members asked that training venues in Council Buildings be looked at and included on the Forward Work Programme. The Leader of the Authority highlighted that there are proposals to close the Mayors Parlour in Neath Civic Centre to turn it in to a new Members room, to then utilise the old Members room in to a training/meeting room.

Members asked that a report be brought back to a future meeting on the progress of these proposals.

#### 4. **TELEPHONY SYSTEM PRESENTATION**

Members received a presentation on the implementation of the new Telephony System.

Officers confirmed that they will provide updates at future meetings.

Members asked that there would need to be an increase in charging points located in the Councils Civic Buildings. Officers highlighted that they are considering having charging points located on desks.

Members asked if the back up of files are stored through the cloud. Officers highlighted that they are currently discussing this with corporate managers and directors and can report back to a future meeting.

Members were concerned about officers being able to swipe calls to different devices and highlighted that this service may put pressure on staff to answer all calls, it was noted that officers don't avoid calls on purpose, officers on occasions can't take calls as they are working. It was raised by officers that it is important for staff to abide by call management.

It was noted that this technology will be used through Microsoft Outlook.

Members asked how much this new software would save the Council. Officers highlighted that there would be a reduction on mobile traffic and a reduction in travelling costs as you are able to answer the phone mobile.

Members noted the presentation.

#### 5. **PRE-SCRUTINY**

The Committee chose to scrutinise the following items:

Cabinet Board Proposals

## 5.1 Treasury Management Monitoring Report 2017-2018

Members received a brief overview on the treasury management action and information.

Members queried about the two investments that are maturing this year and asked whether it was going to be reinvested. Officers confirmed that these form part of the long term Treasury Management Strategy.

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

## 5.2 Income Generation Margam Park and Princess Theatre

Members received information on the proposal to transfer £100k over the next 3 financial years from the Income Generation Reserve to the Princess Royal Theatre budget to part fund the establishment of a Marketing and Promotion Team that will serve Margam Park, the Orangery and the Princess Royal Theatre for a three year period.

Members were in favour of the income generation proposal.

Cabinet Members highlighted to the committee that if members have any income generating ideas, to put them forward to the Income Generation Group.

Members highlighted the importance of this report in highlighting tourism. It was noted that the Tourism group may be reinstated.

It was raised that there was some concern that the Gnoll was being overlooked. The Leader of the Authority highlighted that it's not about excluding it's about taking it one step at a time.

Members queried about the marketing of the trees and venison in Margam Park, it was noted that Swansea are able to sell their trees in Margam and queried why Margam Can't sell their own trees. The Leader highlighted that Venison is sold in Margam Park, however, there are legal reasons why Margam Park can't cut their own trees and sell them. It was noted that Swansea rent the Ground in Margam and gain an income via that process.

Following scrutiny, the Committee was supportive of the proposal to be considered by the Cabinet Board

### 5.3 Hackney Carriage Fare Increase

Members were provided information on the request from Neath Port Talbot Proprietors Association, for a hackney carriage fare increase.

The Chair of Registration and Licensing Committee commended the Licensing officer on the report and highlighted that when the Licensing committee looked at this report they felt that a pay rise was deserved, however, felt that they should go with the outcome of the consultation.

Members raised that when officers go out to consult to include the trade union. Officers confirmed that they were included in the main consultation.

Members raised that the font on the Equality Impact Assessment was faint. Officers confirmed that they would address that issue.

Following scrutiny, the Committee was supportive of the proposal to be considered by the 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 14 of Part 4 of Schedule 12A to the above Act.

## 7. PRE-SCRUTINY

The Committee chose to scrutinise the following items:

Cabinet Board Proposals

### 7.1 Council Tax Write Offs

Members received information on the proposals and were provided with case studies that are detailed in appendix 2 to the private circulated report.

Following scrutiny, the Committee was supportive of the proposal to be considered by the Cabinet Board.

## **CHAIRPERSON**

This page is intentionally left blank



**(DRAFT)**  
**Policy and Resources Scrutiny Committee**  
**Forward Work Programme 2017/18**

Date of Meeting	Agenda Item	Officer
7 March 2018		
18 April 2018	Update report on new system and implementation on the new write offs system	Dave Rees
	Workforce plan update (cabinet Board item)	Sheenagh Rees
	Community Profile Language update	Karen Jones/Rhian Headon

- To monitor the Local Government Association Subscription Bi-annually
- Update report on training venues in Council buildings
- Update report on the storage of files on the Cloud. (Stephen John)
- CVS to be invited to meeting to provide update (July/September)

This page is intentionally left blank