



## **C O U N C I L   S U M M O N S**

*To all Members of Council*

*You are hereby summoned to attend a*

**MEETING OF THE COUNCIL**

*to be held at 2.00 pm on*

**WEDNESDAY 30 January 2019**

*in the*

**COUNCIL CHAMBER - PORT TALBOT CIVIC CENTRE**

*Prayers will be said by the Mayor's Chaplain prior to the commencement of the meeting.*

### **--- A G E N D A ---**

#### **PART A**

1. *Mayor's Announcements.*
2. *To receive any declarations of interest*
3. *Presentation by the Chief Fire Officer*
4. *To receive and, if thought fit, confirm the Minutes of the previous meeting of Council: (Pages 5 - 12)*

## **PART B**

5. *Council Tax Reduction Scheme* (Pages 13 - 22)  
Report of the Director of Finance and Corporate Services enclosed.

## **PART C**

6. *To receive the following-and any questions raised by Members, or any matters to be raised by Cabinet Members:-* (Pages 23 - 52)

Record of Executive Decisions of the Cabinet and Cabinet Boards.

## **PART D**

7. *Notice of Motion under Section 10 of Part 4 (Rules of Procedure) the Council's Constitution, proposed by Cllr.D.Cawsey and seconded by Cllr.S.Pursesey as follows:-*

### **This Council notes:**

- *Though slavery was abolished in 1833, there are more slaves today than ever before in human history. Figures from the International Labour Organisation (ILO) suggest that there are more than 40 million people in modern slavery across the world, with nearly 25 million held in forced labour*
- *There were 3,805 victims of modern slavery identified in the UK in 2016. A rising number but still well below the 10-13,000 potential victims estimated by the Home Office.*
- *Modern slavery is happening nationwide. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment. This can include sexual and criminal exploitation.*
- *The Welsh Government has been at the forefront of ensuring the £6bn spent in the public sector in Wales does not support illegal and unfair employment practices including Modern Slavery, through its Ethical Employment in Supply Chains Code of Practice.*

**This Council believes:**

- *That actions need to be taken to raise awareness of modern slavery and the fact that it is happening all over the UK including Wales.*
- *Those Councils have an important role to play in ensuring their contracts and supplies do not contribute to modern day slavery and exploitation.*

**This Council resolves:**

- (1) To support the Welsh Government's Ethical Employment in Supply Chains Code of Practice and inserting provisions where appropriate in contracts ensuring our potential suppliers fulfil commitments contained within the Code.*
  - (2) To create a Modern Slavery Statement that sets out how the Council will seek to tackle Modern Slavery and Human Trafficking. A report shall be brought to Cabinet and Cabinet Scrutiny Committee setting out the content of this statement and proposals for implementation for members to consider and approve.*
  - (3) To receive a public report annually on the work being done by the Council to tackle modern day slavery and on the implementation of the Welsh Government's Ethical Employment in Supply Chains Code of Practice*
8. *To receive any questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules.*
  9. *Any urgent items (whether public or exempt) at the discretion of the Mayor pursuant to Section 100B (4) (b) of the Local Government Act 1972.*

*Sh P.*

**Chief Executive**

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## COUNCIL

(Civic Centre, Port Talbot)

**Members Present:**

**19 December, 2018**

**The Mayor:** Councillor D.Keogh

**The Deputy Mayor:** Councillor S.Jones

**Councillors:** S.Bamsey, D.Cawsey, H.C.Clarke, C.Clement-Williams, S. ap Dafydd, N.J.E.Davies, O.S.Davies, R.Davies, C.Edwards, S.E.Freeguard, W.F.Griffiths, J.Hale, S.Harris, M.Harvey, N.T.Hunt, S.K.Hunt, C.James, H.N.James, D.Jones, H.Jones, J.Jones, L.Jones, R.G.Jones, S.A.Knoyle, E.V.Latham, A.Llewelyn, A.R.Lockyer, A.McGrath, J.Miller, S.Miller, R.Mizen, S.Paddison, S.M.Penry, D.M.Peters, S.Purseley, S.Rahaman, P.A.Rees, S.Renkes, S.H.Reynolds, A.J.Richards, P.D.Richards, A.J.Taylor, R.L.Taylor, J.Warman, D.Whitelock, A.Wingrave, R.W.Wood and A.N.Woolcock

**Officers in Attendance:** S.Phillips, G.Nutt, A.Evans, A.Jarrett, K.Jones, S.John, C.Griffiths, C.Furlow, P.Malough and A.Manchipp

**Representatives of the Translation Service:** Present

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### 1. **MAYOR'S ANNOUNCEMENTS.**

It was with great sadness that the Mayor advised Council of the death of the mother in law of Councillor Paddison.

As a mark of respect Council stood for a minute's silence

2. **DECLARATIONS OF INTEREST**

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

Councillor M.Harvey	In relation to the Report of the Head of Legal Services on the Gambling Act 2005 Policy as it mentions the South Wales Police throughout the report, as he is employed by them.
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3. **MINUTES OF THE PREVIOUS MEETING OF COUNCIL:**

**RESOLVED:** That the Minutes of the following meeting of Council be confirmed:-

7 November, 2018

4. **VALLEY'S TASK AND FINISH GROUP**

The Leader of Council introduced the Report of the Corporate Directors' Group in relation to the above. It was noted that the report had been considered by Cabinet at a Special Meeting held on 17<sup>th</sup> December 2018, where the following had been agreed.

1. That Cabinet endorse the response, as outlined in Appendix 1 of the circulated report and the analysis, particularly in relation to growth poles;
2. That the Chief Executive enter into partnership with the Bevan Foundation and confirms this Council's support for their proposed work, as contained in Appendix 3 of the circulated report, to build economic development in the valley communities of South Wales, and to make a contribution of up to £10,000 to the work.

Members were pleased that the Bevan Foundation was involved in the process and agreed that the link with the Authority's other Plans, such as the LDP, and Welsh Government's Valley's Strategy was important.

Transport was again raised as the main reason for lack of employment within valley areas and it was hoped that the probable deregulation of public transport would help alleviate this.

Council noted however that the same criteria for the retention or closure of Council facilities was applied to both valley and urban areas within the County Borough.

**RESOLVED:** That the report, together with the verbal update, be noted.

## 5. **DIGITAL STRATEGY**

The Deputy Leader introduced the above report on the proposed Digital Strategy for the Authority entitled Smart and Connected, which had been considered by the Special Meeting of Cabinet held on 17 December 2018, and commended to Council for adoption.

Members raised the possibility that the introduction of the Strategy would result in implications for the workforce and asked that this be kept to a minimum, where possible.

**RESOLVED:**

1. That the Digital Strategy, entitled Smart and Connected, as contained in the circulated report and commended to Council by the Special Cabinet held on 17 December 2018, be adopted;
2. That the Assistant Chief Executive and Chief Digital Officer be authorised to take the steps necessary within approved budget guidelines to develop and implement a delivery programme to realise the objectives set out in the Strategy.

## 6. **SWANSEA BAY CITY DEAL: STATEMENT BY THE LEADER OF COUNCIL**

The Leader of Council made a Statement in relation to the current position of the Swansea Bay City Deal and the recent announcements in relation to the Delta Lakes Project which was a scheme being led by Carmarthenshire County Council in partnership with Hywel Dda and Abertawe Bro Morgannwg University Health Boards and Swansea University.

In particular the recent suspensions of individuals at Swansea University and the announcement of reviews to be undertaken by both the UK Government and the Welsh Government. In addition it was noted that Carmarthenshire County Council had invited the Wales Audit Office to review the project.

The matter was discussed by the City Deal Joint Committee on 14 December where assurances had been sought around the governance arrangements for not only the Delta Lakes Project but also more generally. The Joint Committee had withdrawn its earlier approval of the project, at least on a temporary basis. The Joint Committee would also undertake a review, which would include all 11 projects (although only the Delta Lakes Project was a cause of concern).

Members noted that the Chair of the Joint Scrutiny Committee had also written to the Chair of the Joint Committee expressing concern and had requested assurances.

Council noted that the Chief Executive had made three specific requests namely:-

That the review is completed as quickly as possible, but no later than the middle of February 2019;

That the outcome is published with no redactions;

That the review identify specific recommendations for remedying any identified defects in the governance arrangements.

The Leader of Council gave Members assurances that all projects would continue to be the subject of rigorous scrutiny and confirmed that Neath Port Talbot County Borough Council had made no commitments on any projects and that nothing had been signed with third parties. In addition, no business cases for individual projects had yet been submitted to the Joint Committee, Council, Cabinet or Cabinet Board. This would continue to be the case.

In relation to costs already incurred by the Authority, other than Officer time, £20,287.50 had been spent on external support in addition to the contribution to the central running costs.

The Leader concluded that a further statement, or report by the Chief Executive, would follow as soon as practicably possible. Consultation would also be carried out with the opposition Leaders.



The Chair of the Joint Scrutiny Committee, Councillor A.N.Woolcock, also made a Statement thanking the Leader for updating Members on the current position. He advised Council that following the press coverage of the issues around the Delta Lakes Project he had written to the Chair of the Joint Committee seeking assurances about the possible impact on the remit of the Joint Scrutiny Committee. The Chair of the Joint Scrutiny Committee advised that he would be calling an extraordinary meeting of the Joint Scrutiny Committee early in the New Year and would be requesting that the Chair of the Joint Committee and the Lead Chief Executive attend to appraise Members of the current position.

The Chair of the Regeneration and Sustainable Development Scrutiny Committee, Councillor S.K.Hunt, supported the sentiment of the Leader of Council and the Chair of the Joint Scrutiny Committee and invited both the Leader of Council and the Chief Executive to address the Scrutiny Committee once an outcome is known.

The Leader of the Plaid Cymru Group and Member of the Joint Scrutiny Committee, Councillor A.Llewelyn, also supported the above and asked that a copy of the Leader's Statement be circulated to all Members. He agreed that there was high potential for benefit from the City Deal, however robust governance and accountability was a necessity.

## **7. MEMBERS' APOLOGIES AT MEETINGS POLICY**

**RESOLVED:** That the proposed Members' Apologies Policy, as commended to Council by the Democratic Services Committee, be adopted.

## **8. CHANGES TO NEATH PORT TALBOT COUNTY BOROUGH COUNCIL CONSTITUTION**

**RESOLVED:** That the proposed changes to Neath Port Talbot County Borough Council's Constitution, commended to Council by the Democratic Services Committee, be approved.

9. **APPOINTMENT OF PROPER OFFICER**

**RESOLVED:** That Michael Edward Shaw be designated a Proper Officer for the Council and that he be entitled to exercise the powers delegated to the role in The Constitution of Neath Port Talbot County Borough Council.

10. **GAMBLING ACT 2005 POLICY**

**RESOLVED:** That the revised Gambling Policy, set out at Appendix 1 of the circulated report, together with the 'No Casino Policy', be re-adopted.

11. **EXECUTIVE DECISIONS OF CABINET AND CABINET BOARDS 2081/19**

**RESOLVED:** That the undermentioned Minutes be noted:-

Cabinet	24 October 2018
Cabinet	31 October 2018
Cabinet	7 November 2018
Cabinet	21 November 2018
Education, Skills and Leisure (Special)	18 October 2018
Education, Skills and Leisure	18 October 2018
Education, Skills and Leisure	29 November 2018
Regeneration and Sustainable Development	26 October 2018
Regeneration and Sustainable Development	7 December 2018

Streetscene and Engineering 19 October 2018

Streetscene and Engineering 30 November 2018

Social Care, Health and Wellbeing 8 November 2018

## **CHAIRPERSON**

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### COUNCIL

30 JANUARY 2019

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

#### SECTION A – MATTERS FOR DECISION

#### WARDS AFFECTED – ALL

#### COUNCIL TAX REDUCTION SCHEME 2019/20

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

1. This report sets out the Proposed Council Tax Reduction Scheme for 2019/20 which needs to be adopted by Council by 31<sup>st</sup> January 2019. It also makes proposals relating to discretionary areas within the proposed scheme.

##### **Background**

2. Council Tax Benefit was replaced in April 2013 by a Council Tax Reduction Scheme more commonly known as Council Tax Support.
3. As Members are aware the UK Government funding for the scheme was reduced by approximately 10% as compared to their funding level for the previous Council Tax Benefit Scheme. However, since 2013/14 the Welsh Government has continued to provide an additional £22m on top of its base funding of £222m to enable financial support up to 100% of the council tax bill to be made available for eligible claimants.
4. The Welsh Government made regulations for a national scheme for Council Tax support. However, the obligation remains upon the Council to adopt a scheme.

5. The cost of the Welsh Government scheme currently exceeds the £244m funding made available by the Welsh Government with the remaining funding requirement having to be built into this Council's budget considerations.

### **Current Position**

6. The current Council Tax Reduction Scheme ends on 31<sup>st</sup> March 2019 and a new scheme must be adopted for 1<sup>st</sup> April 2019.
7. As Members are aware the Council provides Council Tax support to circa 17,000 households within the County Borough, of which approximately 11,000 receive full support and pay no Council Tax. The remaining 6,000 households receive partial support to pay for their Council Tax.
8. Although the Local Government Finance Act gives Welsh Ministers discretion to allow Welsh local authorities to determine the contents of schemes themselves, the Welsh Government have approved an extension to the existing national framework for the provision of Council Tax Support in Wales. This is to avoid what has been termed a "postcode lottery" whereby eligibility for a Council Tax reduction and the size of the Council Tax reduction for particular groups could be different in different council areas. This extension provides up to a "100% support scheme" for 2019/20.
9. The Council Tax Reduction Scheme in Wales is set by Regulations made under Schedule 1B of the Local Government Finance Act 1992 (as inserted by the Local Government Finance Act 2012). On 26<sup>th</sup> November 2013 the Wales Government approved the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 and the Council Tax Reduction Schemes (Default Scheme) (Wales) Regulations 2013.
10. These regulations are further amended for 2019/20 by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2019 ("Uprating Regulations").

11. These regulations amend the 2013 CTRS Regulations to uprate financial figures used to calculate entitlement to support to paying council tax in line with Welsh Government policy. These include:

- Uprating figures for 2019/20
- Personal allowances in relation to working age, and carer and disabled premiums

The financial figures in respect of these allowances have been amended and have increased in line with the cost of living rises. The convention is to uprate in line with the Consumer Price Index figure for September.

- Personal allowances in relation to pensioners

The financial figures in respect of pensioner rates have been amended and are aligned with Housing Benefit. These have been calculated with assistance from the Department of Work and Pensions following the Chancellor's Autumn Budget and have been uprated by different mechanisms. For example, the Pension Credit standard minimum guarantee is uprated by earnings, whereas the Additional Pension and increments are uprated by prices.

- Non-dependant deductions

The financial figures for the income bands and deductions made in relation to non-dependants are uprated.

- Bereavement Support Payments

A social security benefit called Bereavement Support Payment (BSP) was introduced for surviving spouses and civil partners who are widowed after April 2017. Unlike previous bereavement benefits which can be paid for as long as the applicant satisfies the conditions of entitlement, BSP is only payable for a maximum period of up to 18 months from the date the spouse or civil partner died. The amendments made to the 2019 Regulations ensure that various payments of BSP are disregarded in the calculation of income so that:

- The initial larger payment and any arrears which are included in the first monthly payment are treated as capital, and a 12-month disregard is applied from the date of payment, to allow for sufficient time for monies to be spent by the recipient;
- Subsequent smaller monthly payments (except for arrears) are treated as income and disregarded for a month.

- Additional Consequential Amendments

In addition to updating the financial figures, the regulations make a number of consequential amendments to the 2013 CTRS Regulations. These ensure the 2013 Regulations remain up-to-date and fit for purpose.

- Transfer of Name and Functions to Secretary of State

The Secretaries of State for Health and Social Care and for Housing, Communities and Local Government and Transfer of Functions (Commonhold Land) Order 2018 changes the name of the Secretary of State for Health to the Secretary of State for Health and Social Care and transfers functions from the Secretary of State for Housing, Communities and Local Government.

The regulations make

- consequential changes to the 2013 CTRS Regulations to reflect the change in name and transfer of functions.

- Disregards for Members of a Couple

ESA is an income-replacement benefit for people of working age who cannot work because of a health condition or disability. Universal Credit provides a new single system of means-tested support for people of working age who are either in or out of work. UC is gradually replacing income-based ESA as it is rolled out across the UK.

On the 8 the July 2015 and as part of the Chancellor's Summer Budget it was announced that the Work-Related Activity



Component paid to those in the ESA (Work-Related Activity Group) (WRAG) would be abolished for new claims from 3 April 2017. The equivalent element in UC will also be abolished. However, there are some ESA cases after April 2017 who continue to have access to the Work-Related Activity Component. The 2013 Regulations make provision for a number of payments to be disregarded for the purposes of calculating income and/or capital. The amendments to the 2019 Regulations are intended to clarify the qualifying conditions for a disregard when an applicant is a member of a couple so that the person working must also be the person who meets the qualifying conditions by being the person who is:

- entitled to a disability premium, or
- is receiving the support component as part of their award of ESA, or
- is in the work-related activity group for ESA

- Non-dependant deductions

The 2013 Regulations make provision for deductions to be made when calculating the maximum council tax reduction a person will be entitled to including deductions for non-dependants who live with the applicant. However, further provision is made for certain non-dependants. The 2019 Regulations clarify the position in respect of non-pensioners so that that no deduction will occur where a non-dependant is not in the Work Related Activity Group and is in receipt of certain benefits (income support, state pension credit, income-based JSA or income related ESA). This mirrors provision made in the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2018 concerning pensioners.

- The Regulation and Inspection of Social Care (Wales) Act 2016

Part 1 of the Regulation and Inspection of Social Care (Wales) Act 2016 replaces the regime for the regulation and inspection of social care settings under the Care Standards Act 2000. Part 1 of the 2016 Act was commenced in respect of the following services in April 2018:

A care home service

A secure accommodation service  
A residential family service and  
A domiciliary support service

In April 2019, Part 1 will be commenced in respect of a fostering service. The process for approving foster parents is set out in the Fostering Services (Wales) Regulations 2003. However, in consequence of the commencement of Part 1, those Regulations may be replaced by further regulations made pursuant to sections 87 and 93 of the Social Services and Well-being (Wales) Act 2014 during the next financial year.

In calculating income for the purposes of determining eligibility for a council tax reduction, the 2013 Regulations make provision for relevant childcare charges to be deducted from earnings including charges where the childcare is provided by a foster parent or a kinship carer who has been approved as such under the 2003 Regulations. The amendments in the 2019 Regulations ensure that foster parents approved under the current scheme set out in the 2003 Regulations or under any regulations made pursuant to sections 87 and 93 of the 2014 Act will be subject to provision made in the 2013 Regulations in respect of the treatment of childcare charges.

### **Equalities Implications and Consultation on Discretionary Elements**

12. The Welsh Government has previously compiled an Equalities Impact Assessment following its consultation. A local Equalities Impact Assessment has previously been carried out by this Council in 2012 and 2013. Those consultations assisted the Council in satisfying the public sector equality duty as set out in the Equality Act.
13. The approved national scheme, within the Prescribed Requirements Regulations, provides some limited discretion for the Council to apply additional elements that are more generous than the national scheme.

14. As the Welsh Government has introduced a standard scheme other than for 3 discretionary items as set out below they have determined there is no need for each Council to carry out a separate consultation process in relation to individual schemes. This is provided that there is no proposed change in relation to the discretionary elements. It is confirmed that there are no proposed changes to the discretionary elements for the 2019/20 Council Scheme as set out below.

- (a) The ability to backdate the application of council tax reduction with regard to late claims prior to the standard period of three months before the claim;

**that there is no increase in the backdate period for pensioners and working age claimants from the standard 3 months contained within the prescribed scheme.**

- (b) The ability to increase the standard extended reduction period of 4 weeks given to persons after they return to work where they have previously been receiving a council tax reduction that is to end as a result of their return to work;

**that there is no change to the standard 4 week extended reduction period contained within the Prescribed Scheme.**

- (c) Discretion to increase the amount of War Disablement Pensions, War Widows Pensions and War Widower's Pensions which is to be disregarded when calculating income of the claimant;

The National Scheme provides for the first £10 per week of this income to be disregarded.

**to continue to disregard the above-mentioned pensions income in full.**

### **Financial Implications**

15. This Council's total budget for Council Tax Support in 2018/19 is £17.841m. The Welsh Government Final Settlement for 2019/20 provides funding available of £16.381m, some £81k more than in the

current year. The projected budget cost for 2019/20 amounts to £18.1m which will result in circa £1.7m having to be fully met from the Council's budget.

### **Legal Implications**

16. The Council is obliged to make a Council Tax Reduction Scheme under the Prescribed Requirements Regulations. Although the legislation provides for a default scheme to apply in the absence of the Council making a scheme, the Council is nevertheless under a statutory duty to adopt its own scheme, even if it chooses not to apply any of the discretionary elements.

### **Risk Implications**

17. The Council needs to manage the cost of Council Tax Support within its budget. The amount of Welsh Government support is provided on a fixed basis rather than the demand-led basis of support to council tax benefit. Any variation in Council Tax support costs will have to be met by this Council.

### **Recommendations**

18. It is recommended that Council:
  - Adopts the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 as further amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2019
  - Approves the retention of the existing discretionary elements in relation to the Prescribed Scheme:
    - (a) That no increase in the backdate period for all claimants be applied from the standard 3 months contained in the Prescribed Scheme.

- (b) That no increase in the extended reduction period for all claimants be applied from the standard 4 weeks currently contained within the Prescribed Scheme.
- (c) Apply a 100% disregard for War Disablement Pensions, War Widows Pensions and War Widower's Pensions for all claimants.

### **Reason for Proposed Decision**

- 19. To establish a Council Tax Reduction Scheme for 2019/20 in line with legislation and regulations.

### **Implementation of Decision**

- 20. The decision is required to be made by 31<sup>st</sup> January 2019 for application during 2019/20.

### **Background Documents**

- 21. Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 as amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2015, amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2016, amended by the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2017 ("Uprating Regulations"), amended by The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2018 ("Uprating Regulations") and further amended by The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2019.

### **Officer Contact**

For further information on this report item, please contact:

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**EXECUTIVE DECISION RECORD**

**5 DECEMBER, 2018**

**CABINET**

**Cabinet Members:**

Councillors: R.G.Jones, A.J.Taylor (Chairperson), D.W.Davies, E.V.Latham, A.R.Lockyer, P.A.Rees, P.D.Richards and A.Wingrave

Invitees: Councillor A.N. Woolcock (Chairperson of the Scrutiny Committee)  
Councillor S.Rahaman (Vice Chairperson of the Scrutiny Committee)

**Officers in Attendance:**

S.Phillips, K.Jones, H.Jenkins, G.Nutt, A.Jarrett, C.Griffiths, A.Thomas, S.John, C.Furlow, J.Stevens and N.Headon

**1. APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor A.J.Taylor be appointed Chairperson, for the meeting.

**2. DECLARATIONS OF INTEREST**

The following Members made declarations of interest:

Councillor R.G.Jones	Re: Report of the Head of Transformation in relation to the Project Proposal made to Members' Community Fund, Margam Community Centre, as he is the Ward Member for Margam.
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Councillor A.N.Woolcock	Re: Report of the Head of Transformation in relation to the Project Proposal made to Members' Community Fund, Community Transport as he is the Ward Member for Lower Brynamman.
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Councillor D.W.Davies      Re: Report of the Assistant Chief Executive and Chief Digital Officer in relation to the Strategic Equality Plan 2017-2019, as he is a Trustee of the Neath Port Talbot Black and Minority Ethnic (BME) Community Association.

Councillor S.Rahaman      Re: Report of the Assistant Chief Executive and Chief Digital Officer in relation to the Strategic Equality Plan 2017-2019, as he is a Trustee on the Neath Port Talbot Black and Minority Ethnic (BME) Community Association.

3. **FORWARD WORK PROGRAMME 2018**

Noted by Committee.

4. **MINUTES OF THE MARGAM JOINT CREMATORIUM COMMITTEE OF 22 JUNE AND 21 SEPTEMBER, 2018**

Noted by Committee.

5. **SMART AND CONNECTED - A REVISED DIGITAL STRATEGY**

Members thanked the Assistant Chief Executive and Chief Digital Officer, and Head of IT for their extensive consultation on the report.

The Assistant Chief Executive and Chief Digital Officer highlighted that before the report would be presented to the next meeting of Council for adoption, the number of resident respondents will be amended from 77 to 100.

**Decisions:**

1. That the revised Strategy - Smart and Connected as set out in Appendix 1 of the circulated report, be commended to Council for adoption, subject to the number of resident respondents being amended from 77 to 100;
2. That the Assistant Chief Executive and Chief Digital Officer be authorised to take the steps necessary within approved budget



guidelines, to develop and implement a delivery programme to realise the objectives set out in the Strategy.

**Reason for Decisions:**

To ensure the Council's Digital Strategy is fit for purpose.

**Implementation of Decisions:**

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

6. **STRATEGIC EQUALITY PLAN 2017-2018**

It was suggested by Cabinet Scrutiny Committee that there should be a cross-reference to the Welsh Language Legislation in the Plan.

Officers agreed that the text related to narrowing the educational attainment gap within the report, would be reviewed before the final report was published.

**RESOLVED:** that the report be noted.

7. **PROVISION OF LOAN FUNDING TO CELTIC LEISURE LIMITED**

**Decisions:**

1. That a loan in the sum of £250,000 to Celtic Leisure Limited, be approved;
2. That delegated authority be granted to the Head of Finance, in consultation with the Head of Legal Services, to enter into a loan agreement detailing the arrangements between the Council and Celtic Leisure Limited.

**Reason for Decisions:**

To help finance modernisation works at Pontardawe Leisure Centre.

**Implementation of Decisions:**

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

8. **MEMBERS' COMMUNITY FUND APPLICATION - PHASE 2 REDEVELOPMENT OF CWMGWACH WELFARE PARK**

**Decision:**

That approval be granted under the Members' Community fund, to provide financial support of £5,000, towards Phase 2 of the redevelopment of Cwmgwrach Welfare Park, Blaengwrach.

**Reason for Decision:**

To approve the Application for funding that has been received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decisions:**

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

9. **MEMBERS' COMMUNITY FUND APPLICATION - MARGAM COMMUNITY CENTRE - DEFIBRILLATOR**

Councillor R.G. Jones reaffirmed his interest and withdrew from the meeting, for this item only.

**Decision:**

That approval be granted under the Members' Community Fund, to provide financial support of £1,100, for the supply and installation of a defibrillator in Margam Community Centre, Bertha Road, Margam.

**Reason for Decision:**

To approve the Application for funding received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decision:**

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

10. **MEMBERS' COMMUNITY FUND APPLICATION - PONTARDAWE HERITAGE AND VISITOR CENTRE**

**Decision:**

That approval be granted under the Members' Community Fund, to provide financial support of £971, to establish a 'family-friendly' area in the courtyard of the Pontardawe Heritage and Visitor Centre.

**Reason for Decision:**

To approve the Application for funding received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decision:**

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

11. **MEMBERS' COMMUNITY FUND APPLICATION - COMMUNITY TRANSPORT INITIATIVE SERVING THE WARDS OF GWAUN-CAE-GURWEN AND LOWER BRYNAMMAN**

Councillor A.N. Woolcock reaffirmed his interest and withdrew from the meeting for this item.

**Decision:**

That approval be granted under the Members' Community Fund, to provide financial support of £10,000, towards a community transport initiative serving the Wards of Gwaun-Cae-Gurwen and Lower Brynamman.

**Reason for Decision:**

To approve the Application for funding received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decision:**

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

**CHAIRPERSON**

**EXECUTIVE DECISION RECORD**

**17 DECEMBER, 2018**

**CABINET**

**Cabinet Members:**

Councillors: R.G.Jones (Chair), C.Clement-Williams, D.Jones, E.V.Latham, A.R.Lockyer, P.A.Rees, P.D.Richards and A.Wingrave

Invitees: Councillor A.N. Woolcock (Chairperson of the Scrutiny Committee)  
Councillor S.Rahaman (Vice Chairperson of the Scrutiny Committee)

**Officers in Attendance:**

S.Phillips, K.Jones, H.Jenkins, G.Nutt, C.Griffiths, C.Furlow, N.Headon and C.Davies

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor R.G.Jones be appointed Chairperson, for the meeting.

2. **DECLARATION OF INTEREST**

The following Member made a declaration of interest:

Councillor D.Jones                      Re: Report of the Corporate Director's Group in relation to Agenda Item 3, Cabinet Response to Council Task and Finish Group on the Valleys, as she a Trustee of CVS and Trustee of Age Connects Neath Port Talbot.

Councillor D.Jones withdrew from the meeting for this item.

3. **CABINET RESPONSE TO COUNCIL TASK AND FINISH GROUP ON THE VALLEYS**

Councillor D.Jones reaffirmed her interest and withdrew from the meeting for this item only.

**Decisions:**

1. That Cabinet endorse the response, as outlined in Appendix 1 of the circulated report and the analysis, particularly in relation to growth poles;
2. That the Chief Executive enter into partnership with the Bevan Foundation and confirms this Council's support for their proposed work, as contained in Appendix 3 of the circulated report, to build economic development in the valley communities of South Wales, and to make a contribution of up to £10,000 to the work.

**Reason for Decisions:**

To enable to the Cabinet to respond to the Task and Finish Group, and progress work on a number of issues identified in the response.

**Implementation of Decisions:**

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

4. **THIRD SECTOR GRANT FUNDING - AWARD OF GRANTS 2019/20**

Councillor D.Jones reaffirmed her interest and withdrew from the meeting for this item.

**Decisions:**

1. That the monitoring arrangements for the current grant recipients, as contained in the circulated report, be noted;
2. That the 2019/20 Budget for Third Sector Grants be increased by £100,000 to £513,630;

3. That the award of Grants to the Third Sector organisations, as set out in Appendices 1 and 2 of the circulated report, be approved;
4. That grants are not awarded for the applications set out in Appendix 3 of the circulated report.

**Reason for Decisions:**

To determine grants to Third Sector Organisations in line with the Council's scheme.

**Implementation of Decisions:**

The decisions are for immediate implementation. The Chair of the Scrutiny Committee had agreed to this course of action, there would therefore be no call in of these decisions.

5. **URGENT ITEMS**

Because of the need to deal now with the matter contained in Minute No. 6 below, the Chairperson agreed this could be raised at today's meeting as an urgent item pursuant to Section 100B (4)(b) of the Local Government Act 1972.

**Reason:**

Due to the time element.

6. **COMMERCIALISATION OF SERVICES**

**Decision:**

That the Assistant Chief Executive and Chief Digital Officer extend the existing contract with the Association of Public Service Excellence, under Paragraph 3.1.(vii) of the Council's Contract Procedure Rules, to provide the services set out as "the proposal" in the body of the circulated report, up to a maximum value of £50,000.

**Reason for Decision:**

To ensure that the Council can further develop its approach to income generation.

**Implementation of Decision:**

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

**CHAIRPERSON**



**EXECUTIVE DECISION RECORD**

**CABINET**

**16 JANUARY, 2019**

**Cabinet Members:**

Councillors: R.G.Jones (Chairman), A.J.Taylor, C.Clement-Williams,  
E.V.Latham, A.R.Lockyer, P.A.Rees and P.D.Richards

**Officers in Attendance:**

S.Phillips, A.Evans, H.Jenkins, A.Jarrett, K.Jones, C.Griffiths, H.Jones and  
A.Manchipp

Invitees: Councillor A.N. Woolcock (Chairperson of the Scrutiny  
Committee)

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor R.G.Jones be appointed Chairperson, for the meeting.

2. **DECLARATIONS OF INTEREST**

The following Members made declarations of interest at the commencement of the Meeting:-

Councillor E.V.Latham

Re: Minute No. 9 below as it refers to his Community Fund and as his interest was prejudicial he withdrew from the room during discuss and decision thereon.

Councillor A.R.Lockyer

Re: Minute No. 8 below as it refers to his Community Fund and as his

interest was prejudicial he withdrew from the room during discuss and decision thereon.

3. **MINUTES OF PREVIOUS MEETING**

That the Minutes of the previous meetings of Cabinet held on the following dates, be noted:-

24 October, 2018, 31 October, 2018, 21 November, 2018 and 7 November, 2018.

4. **FORWARD WORK PROGRAMME 2018**

Noted by Committee.

5. **JOINT CORONER SERVICE**

**Decisions:**

1. That the decision by the City and County of Swansea to increase the annual salary of the Acting Senior Coroner from £91,420 to £127,000 (in line with JNC Guidance), be endorsed;
2. That the additional sum of £26,059 (which comprises the pay award, back pay and pension contributions and which represents our 34.5% split of the cost) in this financial year (2018/2019) to be paid to the City and County of Swansea in respect of backdating costs of the revised salary to November 2017, be approved;
3. That the additional financial increase that will be made to the amalgamated Coroner's Service in line with the current contribution rate of 34.5% contribution rate as a result of the change in salary from April 2019 onwards, be noted.

**Reason for Decisions:**

To seek approval from Members to increase the financial contributions made to the Joint Coroner Service between Neath Port Talbot County Borough Council and the City and County of Swansea as a result of the adoption of the JNC Framework for Coroners pay.

**Implementation of Decisions:**

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

**Consultation:**

There is no requirement for external consultation on this matter though ongoing dialogue has taken place between this Authority and the City and County of Swansea to discuss this matter and to agree a suitable figure.

6. **WAO COMPLIANCE CERTIFICATE**

**Decision:**

That the Wales Audit Office : Audit of Neath Port Talbot County Borough Council's assessment of 2017-18 performance, attached at Appendix 1 to the circulated report, be noted.

7. **PROJECT PROPOSAL - MEMBERS COMMUNITY FUND, DYFFRYN**

**Decision:**

That the project proposal for the Greening Initiative, as detailed in the circulated report, be approved, and £10,000 financial support, from Councillor Martyn Peter's allowance under the Members' Community Fund, be awarded.

**Reason for Decision:**

To approve the Application for funding that has been received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decision:**

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

8. **PROJECT PROPOSAL - MEMBERS COMMUNITY FUND, NEATH NORTH**  
**(Councillor A.R.Lockyer confirmed his prejudicial interest in this item and withdrew from the room for the remainder of the meeting).**

**Decision:**

That the project proposal for the Development of an accessible male washroom and changing facilities at the Neath YMCA, as detailed within the circulated report, be approved, and that £3,245 financial support from Councillor Alan Lockyer's allowance under the Members' Community Fund, and £3,245 financial support from Councillor Mark Protheroe's allowance under the Members' Community Fund, be awarded.

**Reason for Decision:**

To approve the Application for funding that has been received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decision:**

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

9. **PROJECT PROPOSAL - MEMBERS COMMUNITY FUND, SANDFIELDS EAST**  
**(Councillor E.V.Latham confirmed his prejudicial interest in this item and withdrew from the room for the remainder of the meeting).**

**Decision:**

That the project proposal for improvements to the provision of play equipment currently on offer at Vivian Park Play Area, Sandfields East, be approved and Councillor Sean Pursey's allocation of £10,000, Councillor Mathew Crowley's allocation of £3,195 and Councillor Edward Latham's allocation of £3,195, under the Members' Community Fund, be awarded.

**Reason for Decision:**

To approve the Application for funding that has been received under the Members' Community Fund. The Members' Community Fund will continue to receive bids until the due deadline date of 31 March, 2020.

**Implementation of Decision:**

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

**CHAIRPERSON**

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**EXECUTIVE DECISION RECORD**  
**EDUCATION, SKILLS AND CULTURE CABINET BOARD**  
**29 NOVEMBER 2018**

**Cabinet Members:**

Councillors: A.R.Lockyer and P.A.Rees (Chairperson)

**Officers in Attendance:**

A.Thomas, J.Hodges, P.Walker and J.Woodman-Ralph

**Invitees:**

Councillor: A.L.Thomas (Scrutiny Chairperson)

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor P.A.Rees be appointed Chairperson for the meeting.

2. **MINUTES OF PREVIOUS MEETING**

That the minutes of the 18 October 2018 be noted.

3. **FORWARD WORK PROGRAMME 18/19**

**Decision:**

That the report be noted.

4. **ADMISSION TO COMMUNITY SCHOOLS - 2020/2021**

**Decision:**

That approval be granted to consult on the 2020/2021 Community Schools Admission Policy.

**Reason for Decision:**

To enable the Council to meet statutory duties and good practice guidelines in respect of the admission of pupils to community schools.

**Reason for Decision:**

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

5. **PERFORMANCE REPORT NEATH PORT TALBOT LIBRARIES**

**Decision:**

That the report be noted.

6. **LOCAL AUTHORITY PARTNERSHIP AGREEMENT PERFORMANCE REVIEW 2017 - 18**

**Decision:**

That the report be noted.

7. **PONTARDAWE ARTS CENTRE BUSINESS PLAN AND CINEMA DEVELOPMENT**

Members received an update from Cllr. A.Thomas, Chair of the Education, Skills and Culture Scrutiny Committee and Chair of the Leisure and Culture Scrutiny Sub Committee on the additional proposal in regard to the Pontardawe Arts Centre Business Plan submitted by the Leisure and Culture Scrutiny Sub Committee. As a result Members were supportive of that proposal as detailed below in Minute Number 3.



**Decisions:**

1. That the Pontardawe Arts Centre Business Plan as attached to the circulated report be approved;
2. That delegated authority be granted to the Head of Transformation to commence a procurement exercise in partnership with the Arts Council for Wales, to engage a business consultant at a cost of circa £12,500 and for authority to be granted to enter into any contractual arrangements associated with this arrangement;
3. That the rate of progress towards a zero subsidy be guided by the analysis of the business consultant.

**Reason for Decisions:**

To ensure the long term sustainable future of the Arts Centre.

**Implementation of Decision:**

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

8. **CO-LOCATION OF HEALTH VISITORS EMPLOYED BY ABERTAWE BRO MORGANNWG UNIVERSITY HEALTH BOARD AT ABBEY PRIMARY SCHOOL'S LONGFORD SITE**

**Decisions:**

1. That in principle the Abbey Primary School, Longford, Neath Abbey Governing Body's decision to allow Abertawe Bro Morgannwg University Health Board to utilise an available room at the Longford site as a permanent office base for use by three Health Visitors be approved;
2. That approval be granted for an initial 2 years tenancy on terms and conditions to be agreed by the Head of Property and Regeneration to include a right allowing either party to terminate on 3 months advance written notice.

**Reason for Decisions:**

To support the Governing Body of Abbey Primary School in agreeing to the establishment of an administrative base at the Longford site that will facilitate the co-location of three Health Visitors within the school setting.

**Implementation of Decisions:**

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

9. **EXPANSION OF THE CHILDCARE OFFER IN NEATH PORT TALBOT**

**Decision:**

That approval be granted for the Childcare Offer to be phased out through the listed wards shown in Appendix 1 to the circulated report.

**Reason for Decision:**

To ensure that the Childcare Offer is implemented throughout Neath Port Talbot by January 2019.

**Implementation of Decision:**

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

10. **QUARTER 2 PERFORMANCE INDICATORS DATA 2018/2019**

**Decision:**

That the report be noted.

11. **ACCESS TO MEETINGS**

**Decision:**

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 Paragraphs 14 of Part 5 of Schedule 12A to the Local Government Act 1972.

12. **TIR MORFA CHILDCARE TENDER EXTENSION**

**Decisions:**

1. That approval be granted to exclude the requirements of competition and to suspend Rule 2 of the Contract Procedure Rules;
2. That authority be granted to extend the contract between the Council and Caralyn George t/a Georgie Porgie's for the provision of childcare services re: Flying Start Playgroup at Tir Morfa, Sandfields for an additional period of 4 months to 31st July 2019.

**Reason for the Decisions:**

To enable Flying Start child care provision to be continued for a period of 4 months in Tir Morfa.

**Implementation of Decisions:**

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

13. **CELTIC LEISURE FIRST QUARTER PERFORMANCE REVIEW  
2018 - 19**

**Decision:**

That the report be noted.

14. **CELTIC LEISURE QUARTER 1**

**Decision:**

That the report be noted.

**CHAIRPERSON**

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**EXECUTIVE DECISION RECORD**  
**STREETSCENE AND ENGINEERING CABINET BOARD**

**11 JANUARY, 2019**

**Cabinet Members:**

Councillors: E.V.Latham and A.Wingrave

**Officer in Attendance:**

N.Headon

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor E.V.Latham be appointed as Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS STREETSCENE AND ENGINEERING CABINET BOARD HELD ON 30 NOVEMBER, 2018**

Noted by Committee.

3. **FORWARD WORK PROGRAMME 2019**

Noted by Committee.

4. **LIST OF APPROVED CONTRACTORS**

**Decision:**

That the following firm be included in the Approved List of Contractors in the category below:-

FIRM

CATEGORY

Western Lighting Limited

66  
(Lighting Conductor)

**Reason for Decision:**

To keep the Approved List up to date and as far as possible ensure a competitive procurement process and for the purpose of supplying a List of Contractors for invitation to tender within the relevant category.

**Implementation of Decision:**

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

**Consultation:**

The Approved List of Contractors is promoted on Neath Port Talbot web pages through local events.

5. **TRAFFIC ORDER - GROVE PLACE, PORT TALBOT**

**Decision:**

That the Legal Orders for No Waiting, No Loading or Unloading at Any Time Traffic Regulation Order and 30 minutes Loading Only Traffic Regulation Orders at Grove Place, Port Talbot be advertised, and if no objections are received, the Traffic Order be implemented.

**Reason for Decision:**

To prevent indiscriminate parking and limit loading only in the interest of highway safety.

**Implementation of Decision:**

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

**Consultation:**

This item will be subject to external consultation.

**CHAIRPERSON**

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**EXECUTIVE DECISION RECORD**

**6 DECEMBER 2018**

**SOCIAL CARE, HEALTH AND WELLBEING CABINET BOARD**

**Cabinet Members:**

Councillors: A.R.Lockyer and P.D.Richards (Chairperson)

**Officers in Attendance:**

A.Jarrett, A.Thomas, J.Woodman-Ralph and N. Jones

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor P.D.Richards be appointed Chairperson for the meeting.

2. **MINUTES OF PREVIOUS MEETING**

That the Minutes of the meeting held on the 8 November 2018 be noted by Committee.

3. **CHILDREN AND YOUNG PEOPLE & ADULT SERVICES - 2ND QUARTER (2018-19) PERFORMANCE REPORT**

**Decision:**

Noted by Committee.

4. **NEATH PORT TALBOT HOMELESSNESS STRATEGY 2018-22**

**Decisions:**

1. That approval be granted for the Neath Port Talbot Homelessness Strategy 2018-22 as detailed in Appendix 1 to the circulated report.
2. That approval be granted for the report of the Homelessness Review 2018 as detailed in Appendix 2 to the circulated report.

**Reason for Decisions:**

To enable the Local Authority to comply with the duty placed on the Council by the Housing (Wales) Act 2014 to undertake, produce, and publish a Homelessness Review and Homelessness Strategy, by the end of 2018.

**Implementation of Decisions:**

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

**Consultation:**

The Homelessness Strategy 2018-22 has been subject to a 60 day public consultation.

5. **FORWARD WORK PROGRAMME 18/19**

Noted by Committee

6. **ACCESS TO MEETINGS**

**Decision:**

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

7. **ADULT SERVICES RESOURCE PANEL**

**Decision:**

That the report be noted.

**CHAIRPERSON**

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