



Y CABINET

DYDD MERCHER, 27 MAWRTH 2019

YN SYTH AR ÔL PWYLLGOR CRAFFU'R CABINET

SIAMBR Y CYNGOR - CANOLFAN DDINESIG PORT TALBOT

Rhan 1

1. Periodi cadeirydd
2. Datganiadau o gysylltiadau
3. Cofnodion y Cyfarfod Blaenorol (*Tudalennau 3 - 18*)
4. Blaenraglen Waith 2018-19 (*Tudalennau 19 - 20*)
5. Ein Rhanbarth ar Waith (ERW) (*Tudalennau 21 - 32*)
Adroddiad ar y cyd gan y Prif Weithredwr a'r Cyfarwyddwr Addysg, Hamdden a Dysgu Gydol Oes
6. Rhaglen Cyflwyno Digidol - Cam Cychwynnol (*Tudalennau 33 - 60*)
Adroddiad ar y cyd gan y Prif Weithredwr Cynorthwyol a'r Prif Swyddog Digidol a Phennaeth
7. Eithriad Treth y Cyngor - gostyngiad i'r rheiny sy'n gadael gofal (*Tudalennau 61 - 70*)
Adroddiad y Cyfarwyddwr Cyllid a Gwasanaethau Corfforaethol
8. Cronfa Gymunedol yr Aelodau - Aberafan (*Tudalennau 71 - 76*)
Adroddiad gan y Pennaeth Trawsnewid
9. Cronfa Gymunedol yr Aelodau - Brynaman Isaf (*Tudalennau 77 - 82*)
Adroddiad gan y Pennaeth Trawsnewid

10. Cronfa Gymunedol yr Aelodau - Margam (*Tudalennau 83 - 88*)
Adroddiad gan y Pennaeth Trawsnewid
11. Cronfa Gymunedol yr Aelodau - Pontardawe (*Tudalennau 89 - 94*)
Adroddiad gan y Pennaeth Trawsnewid
12. Cam Gweithredu Brys - Rhif 0373 (*Tudalennau 95 - 100*)
Adroddiad gan y Prif Weithredwr Cynorthwyol a'r Prif Swyddog Digidol
13. Eitemau brys
Unrhyw eitemau brys (cyhoeddus neu wedi'u heithrio) yn ôl disgresiwn y Cadeirydd yn unol ag Adran 100b (4)(B) Deddf Llywodraeth Leol 1972

S.Phillips
Prif Weithredwr

Canolfan Ddinesig
Port Talbot

Dydd Iau, 21 Mawrth 2019

Aelodau'r Y Cabinet:

Y Cynghorwyr R.G.Jones, A.J.Taylor, C.Clement-Williams,
D.Jones, E.V.Latham, A.R.Lockyer, P.A.Rees, P.D.Richards,
A.Wingrave a/ac A.N.Woolcock

EXECUTIVE DECISION RECORD**CABINET****13 FEBRUARY, 2019****Cabinet Members:**

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

Officers in Attendance:

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

Invitees:

Councillors: S.E.Freeguard, M.Harvey, S.K.Hunt, S.A.Knoyle, A.Llewelyn, S.Miller, J.D.Morgan, S.Paddison, S.M.Penry and A.N.Woolcock (Scrutiny Chair)

1. APPOINTMENT OF CHAIRPERSON

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

2. MINUTES OF PREVIOUS MEETING

That the Minutes of the previous meetings of Cabinet, held on 17 December, 2018 and 16 January, 2019, be approved.

3. FORWARD WORK PROGRAMME 2018/19

Noted by Committee.

4. **CAPITAL PROGRAMME 2019/20 TO 2021/22**

Decision:

That the Capital Programme for 2019/20 to 2021/22 as detailed in Appendix 1 to the circulated report, be commended to Council for approval and that the Programme be kept under review and updated over the coming year.

Reason for Decision:

To approve the Authority's Capital Programme in line with the Constitution.

Implementation of Decision:

The decision will be implemented after consideration and approval by Council.

5. **REVENUE BUDGET 2019/20**

Cabinet considered the concerns of the Scrutiny Committee in relation to Rodent Pest Control Charges and School Catering Staff. Cabinet responded that should any savings be withdrawn from consideration then an alternative proposal would be required in order to achieve a balanced budget.

Decisions:

1. That the following matters be delegated to the appropriate Corporate Director following consultation with the Council Leader, relevant Cabinet Member and Chairperson of the relevant Overview and Scrutiny Committee:
 - a) Fees and charges applicable for the financial year 2019/20;
 - b) Fees and Charges which would be applicable in any subsequent financial year and which, in the opinion of the relevant Corporate Director, needed to be set in advance of the financial year for operational reasons.

2. That the following be commended to Council:
 - a) Latest budget position 2018/19 – that the revised budget position and arrangements for 2018/19 be approved
 - b) The Council's Revenue Budget 2019/20
 - Taking into account of the Integrated Impact Assessment and Crime and Disorder impacts in setting the budget for 2019/20;
 - Approves the Net Revenue Budget requirement of £288.168m for 2019/20, and the service plans for the delivery of the budgets;
 - Approve the budget/forward financial plan savings (outlined in Appendix 4 to the circulated report);
 - Corporate Directors be instructed to progress the savings and improvement programme for the Authority
 - c) Fees and charges for non-executive functions – that the determination of the following matters be delegated to the appropriate Corporate Director following consultation with the Council Leader, Deputy Leader and Chair of the relevant Non Executive Committee;
 - Fees and charges applicable in 2019/20;
 - Fees and charges applicable in any subsequent financial year and which, in the opinion of the Corporate Director, need to be set in advance of that financial year for operational reasons.
 - d) Council Tax 2019/20 – That the 2019/20 Band D equivalent for Neath Port Talbot County Borough Council be £1,556.59.

Reasons for Decisions:

1. To fulfil the statutory requirement to determine the budget for 2019/20;
2. To seek support for the Council's Forward Financial Plan;
3. To agree arrangements for setting Fees and Charges.

Implementation of Decisions:

The decisions will be implemented after consideration and approval by Council.

6. **TREASURY MANAGEMENT 2019/20**

Decision:

That the following Strategies and Policies, as set out in the circulated report, be commended to Council:

- Treasury Management Strategy
- Annual Investment Strategy
- Minimum Revenue Provision Policy
- Prudential Indicators
- Capital Strategy

Reason for Decision:

To approve the Authority's Treasury Management Strategy, Annual Investment Strategy, Capital Strategy and MRP Policy as required by the Local Government Act 2003 and the CIPFA Prudential Code for Capital Finance in Local Authorities (2017).

Implementation of Decision:

The decisions will be implemented after consideration and approval by Council.

7. **REVENUE BUDGET QUARTERLY MONITORING 2018/19**

Decisions:

1. That management arrangements be put in place to minimise overspends and the adverse impact on reserves;
2. That the additional grant received be noted;
3. That the proposed reserve movements and budget virements, as contained in the circulated report, be approved.

Reasons for Decisions:

To update the Council's budget for additional grants received, budget virements and reserve movements in line with the Council's Constitution.

Implementation of Decisions:

The will be implemented after consideration and approval by Council.

8. **CAPITAL PROGRAMME QUARTERLY MONITORING 2018/19**

Decisions:

1. That the proposed 2018/19 budget totalling £44.821m be commended to Council for approval;
2. That the position in relation to expenditure as at 31 December 2018, be noted.

Reason for Decisions:

To update the Capital Programme for 2018/19 and inform Members of the current year spend to date.

Implementation of Decisions:

The decisions will be implemented after consideration and approval by Council.

9. **TREASURY MANAGEMENT 2018/19**

Decision:

That the report be noted.

10. **FURTHER RESPONSES TO THE WELSH GOVERNMENT WHITE PAPER - REFORM OF FIRE AND RESCUE AUTHORITIES IN WALES**

Decision:

That a response be forwarded to Welsh Government by the Assistant Chief Executive and Chief Digital Officer, highlighting the concerns raised by Members at the meetings of both Cabinet Scrutiny Committee and Cabinet, as below:

Elected Members considered the comments made in the consultation document regarding the competency of existing fire and rescue authority members to be insulting and disgraceful. The Members who serve on fire and rescue authorities bring considerable experience and skill to the roles they carry out.

Elected Members felt the existing fire and rescue authority membership provided robust challenge to the Chief Fire Officer and his team. Furthermore, they believed the diverse membership of the existing fire and rescue authorities ensured the community impact of the work of the fire and rescue service was fully considered in decision making processes.

Elected Members strongly disagreed with the proposal that the existing membership be replaced by members of council executives. This was not considered to be practical or in the best interests of democracy.

Members felt there was a case for reviewing the way the Fire Service was funded to ensure the funding model reflected the work of the modern day fire and rescue service – in particular the growing role the service plays in supporting the NHS in Wales.

Elected Members did not consider models such as those in place to support Local Health Boards to be a suitable basis for democratic oversight of an important public service like the fire and rescue service. There was no case made out to replace elected councillors with appointees.

Reason for Decision:

To ensure a response from Neath Port Talbot County Borough Council was submitted to the Welsh Government on the proposed reforms to Fire and Rescue Authorities in Wales.

Implementation of Decision:

The decision is for immediate implementation, the Chairperson of the Scrutiny Committee had agreed to this course of action and there would therefore be no call-in of this decision.

11. **URGENCY ACTION - 0036**

Decision:

That the following urgency action taken by the Assistant Chief Executive and Chief Digital Officer in consultation with the requisite Members, be noted:-

Officer Urgency Action No 0036 re: Welsh Government White Paper – Reform of Fire and Rescue Authorities (FRAs) in Wales – Consultation.

CHAIRPERSON

Mae'r dudalen hon yn fwriadol wag

EXECUTIVE DECISION RECORD

CABINET

6 MARCH, 2019

Cabinet Members:

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

Officers in Attendance:

S.Phillips, H.Jenkins, A.Evans, A.Jarrett, D.Griffiths, M.Shaw, P. Jackson, N.Chapple, C.Davies and T.Davies

Invitees:

Councillors: A.N.Woolcock (Scrutiny Chair), S.Rahaman (Scrutiny Vice Chair) and L.C.Jones

Prior to the start of the meeting, Members held a minute's silence, as a mark of respect to Councillor Des Davies, who had recently passed away.

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 at the commencement of the meeting:-

Councillor P.A.Rees

Re: Min No. 6 Report of the Head of Transformation, Members' Community Fund – Neath South, as it

refers to his Community Fund. As his interest was prejudicial he withdrew from the room during discussion and voting thereon.

3. **MINUTES OF PREVIOUS MEETING**

Decision:

That the Minutes of the previous meeting of Cabinet, held on 20 February, 2019, be approved.

4. **FORWARD WORK PROGRAMME 2018/19**

Noted by Committee.

5. **MEMBERS' COMMUNITY FUND - NEATH EAST**

Decision:

That the complete redevelopment of Evans Road Play Area, Evans Road, in the Melin, as detailed in the circulated report, be approved and Councillor Sheila Penry's allocation of £10,000, Councillor Sandra Miller's allocation of £10,000 and Councillor John Miller's allocation of £10,000 under the Members' Community Fund, be awarded.

Reason for Decision:

To approve the Application for funding received under the Members' Community Fund.

Implementation of Decision:

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

6. **MEMBERS' COMMUNITY FUND - NEATH SOUTH**

(At this point Councillor P.A.Rees withdrew from the meeting and took no part in the discussion and voting thereon.)

Decision:

That the provision of improved amenities within the Mount Pleasant Bowling Green Pavilion, Hillside, Cimla, be approved and Councillor Peter Rees' allocation of £2,393.35, under the Members' Community Fund, be awarded.

Reason for Decision:

To approve the Application for funding received under the Members' Community Fund.

Implementation of Decision:

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

After the decision was made, Councillor P.A.Rees re-joined the meeting.

7. **MEMBERS' COMMUNITY FUND - PONTARDAWE**

Decision:

That the procurement of an A3 flatbed scanner for the Swansea Valley History Society, The Cross Community Centre, High Street, Pontardawe, be approved and Councillor Purcell's allocation of £1,365.00 under the Members' Community Fund, be awarded.

Reason for Decision:

To approve the Application for funding received under the Members' Community Fund.

Implementation of Decision:

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

8. **MEMBERS' COMMUNITY FUND - TONNA**

Decision:

That the procurement of a piano for the Tonna Male Voice Choir, based at Tonna Primary School Community Hall, Tonna, be approved and

Councillor Leanne Jones' allocation of £3,900.00 under the Members' Community Fund, be awarded.

Reason for Decision:

To approve the Application for funding received under the Members' Community Fund.

Implementation of Decision:

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

9. **MEMBERS' COMMUNITY FUND - TREBANOS**

Decision:

That the provision of first floor toileting/baby change facilities to the Trebanos Rugby Football Club Community Changing Room Pavilion, Swansea Road, Trebanos, be approved and Councillor Rebeca Phillips' allocation of £2,850, under the Members' Community Fund, be awarded.

Reason for Decision:

To approve the Application for funding received under the Members' Community Fund.

Implementation of Decision:

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

10. **WESTERN BAY YOUTH OFFENDING AND EARLY INTERVENTION SERVICE**

Decision:

That a Neath Port Talbot Youth Justice and Early Intervention Team be set up by the end of March 2019, and authority be granted to the Director of Social Services Health and Housing to take the necessary steps to enable this to happen.

Reason for Decision:

To ensure the Authority has a responsive and fit for purpose Youth Offending Service.

Implementation of Decision:

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

11. **CONSULTATION RESPONSE TO WELSH GOVERNMENT - IMPROVING PUBLIC CONSULTATION**

Following recommendations from the earlier Scrutiny Committee, Cabinet Members requested the following amendments be made, as shown in **bold** at decision No. 1 below:-

Decisions:

1. That the responses to questions 1-21, as set out in the circulated report, be submitted to the Welsh Government, **subject to the response to question 16 being amended to 'Yes. However...'** and the response to question 17 being amended to **'Yes. This is...'**.
2. That the responses previously endorsed by the Registration and Licensing Committee to questions 22-38, as set out at Appendix 1 to the circulated report, be noted.

Reason for Decisions:

To inform Welsh Government Policy Development, with a view to improving public transport across Wales and within Neath Port Talbot County Borough Council.

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.

12. **ACCESS TO MEETINGS**

RESOLVED: 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 of the Local Government Act 1972.

13. **MATERIAL RECOVERY AND ENERGY CENTRE (MREC) - IN HOUSE SERVICES**

Decisions:

1. That the acquisition of NPT Recycling Limited assets for £750,000, be approved, and that this amount be built into the Council's 2019/20 Capital Programme;
2. That the Heads of Terms setting out the proposed arrangements concerning the liquidation of NPT Recycling Ltd, and the indemnities and warranties as set out at Appendix 1 to the private, circulated report, be approved;
3. That the Chief Executive in consultation with the Leader of Council, be given delegated authority to finalise the legal agreement and any associated documentation (including but not limited to indemnities and warranties) to enable the transfer of the waste service from NPT Recycling Ltd to the Council;
4. That following registration of the environmental permit in the Council the Company Directors of NPT Recycling Ltd and NPT Waste Management Ltd arrange to appoint a Liquidator and to move each company into voluntary liquidation;
5. That the Council's Shareholder Representatives be authorised to make the appropriate directions to NPT Waste Management Ltd to move into Voluntary Liquidation and for NPT Waste Management to also instruct the same to NPT Recycling Ltd;
6. That the Chief Executive in consultation with the Leader of Council, be given delegated authority to finalise the legal agreements and any associated documentation (including but not limited to

indemnities and warranties) in relation to the liquidation of each company;

7. That a further report be prepared to decide the final operation of the MREC waste facility services following the end of the period of consultation with NPT Recycling Ltd.'s employees.

Reason for Decisions:

To enable progress on the transfer of waste services from NPT Recycling Ltd, to the Council in line with legalisation and the Cabinet decision of 25 July, 2018.

Implementation of Decisions:

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

CHAIRPERSON

Mae'r dudalen hon yn fwriadol wag

**2018/19 FORWARD WORK PLAN
CABINET**

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
17 April 2019	Members Community Fund Application	Decision	Monthly	P.Hinder
	Corporate Plan	Decision		C.Furlow
	Port Talbot Waterfront Enterprise Zone	Decision	Topical	G.Nutt
	City Deal	Decision	Topical	CEX

Tudalen19

Eitem yr Agenda4

Cabinet – Forward Work Programme

Tudalen20

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
8 May 2019	Corporate Governance Improvement Action Plan 2018/19 full year progress Report/Corporate Governance Improvement Action Plan 2019/20	Monitoring	Bi-annual	K.Jones/ C.Furlow
	Members Community Fund Application	Decision	Monthly	P.Hinder
	Polling District Review	Decision	Topical	C.Sim

Meeting Date	Agenda Items	Type (Decision/ Monitoring Or Information)	Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)	Contact Officer/ Head of Service
29 May 2019	Members Community Fund Application	Decision	Monthly	P.Hinder
	Risk Register Quarter 4 Update	Monitor	Quarterly	H.Jenkins

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

27 March 2019

**Joint Report of the Chief Executive – S.Phillips
and the Director of Education, Leisure & Lifelong Learning
– A.Evans**

ERW REGIONAL SCHOOL IMPROVEMENT CONSORTIUM

Matter for Decision

Wards Affected: All

SECTION A

Purpose of Report

1. Recommendations on this Council's future participation in the (South West and Mid Wales) Regional School Improvement Consortium (ERW).

Background

2. Over the past year or so, Neath Port Talbot (and others) has raised significant concerns about the regional school improvement service as delivered by ERW. The consortium is a collaboration of six local authorities – the others being Carmarthenshire, Ceredigion, Pembrokeshire, Powys and Swansea.
3. These concerns relate to three main areas – and what follows can be no surprise to anyone as these issues have been set out in previous correspondence (e.g. a letter from the Leader of Council dated 10 October 2018):

Governance

4. We have had to battle to gain access to financial information that should be readily available. It has been difficult/impossible to track the distribution of funding against the agreed funding formula (particularly the allocation to schools who need support most); how

certain appointments and pay awards have been made to central staff and on whose authority; how and why large Welsh Government funding streams are being allocated and a general lack of transparency around the workings of the Joint Committee. An internal audit report undertaken by Pembrokeshire Council last year identified many significant weaknesses in the arrangements.

5. There are also too many examples of Directors being excluded from key meetings, discussions and communications – particularly as the statutory responsibilities remain with local authorities notwithstanding the regional structure. Effectively, the former Managing Director was reporting to Welsh Government civil servants in our opinion, not the Joint Committee. This is not acceptable – control and accountability should be in the same place or it puts Elected Members in an invidious position.

Quality

6. We have regularly expressed our disappointment with the quality of work produced regionally. This included the first draft of the 2018/19 Business Plan; the guidance on Looked After Children Pupil Deprivation Grant and the self-evaluation report produced prior to Estyn inspection. The poor quality of this work has resulted in senior officers spending a disproportionate amount of time having to edit and correct key documents. Moreover, some regional initiatives, such as the Leaders of Learning model, have been poorly managed and there is little evidence of an impact on standards despite a financial commitment of circa £2.5m.
7. Similarly, our schools have voiced widespread concerns over the quality of support being delivered by ERW's central team and the effectiveness of its communication. Quite simply, head teachers in Neath Port Talbot see only limited value being added through the collaboration to the point where many consider the current arrangements to be deadweight and a barrier to effective school improvement practice.
8. The fact that, over the past two years, the number of NPT schools categorised as red or amber has reduced significantly seems to have had little to do with ERW. We currently have only one school categorised as being amber; no red schools and none in an Estyn statutory category of special measures or significant improvement.

9. Moreover, a recent survey (autumn 2018), revealed that **88%** of school respondents rated the school improvement service provided by NPT as excellent or good. In direct contrast, only **16%** of respondents rated the ERW service as excellent or good.
10. Thus we believe that there should be greater local intelligence and direction applied to the activities that support pupil progress based on a local understanding of need. We must be allowed to invest resource and funding into areas agreed by Elected Members as being key priorities, regardless of whether they fit into regional or national grant allocations or not.
11. We also believe that much could be gained from investing resource into a high quality pre-school provision offer. This would compensate for the language deficiencies in children's preparedness for learning on admission into schools. However, owing to the restrictions within grant funding, we are unable to make such decisions because the money is tied into a uniform approach that does not easily respond to local needs. Within ERW, we are the local authority with the highest percentage of free school meals within the primary school population and Powys is the second lowest in Wales. It does not make sense to apply a common approach across all local authorities within a region.
12. Similarly again, we are uneasy with the regional approach to supporting Looked After Children. We do not see any value being added by regional co-ordination of support and we have yet to receive an evaluation or report of this activity. There is no regional plan as far as we can ascertain, the funding is distributed on a banding model that was not agreed by Directors and can only conclude that this is a £75k resource that would be better spent within schools. It also seems inconsistent with the approach taken by the Welsh Government's Health and Social Services Department who are very much focussed upon the responsibilities of individual local authorities regarding Looked After Children – not regions.

Financial

13. All local authorities are struggling, in very difficult circumstances, to get every last penny we can to the classroom under severe constraints. That is and remains this Council's priority. Others are making similar points e.g. the teaching trade

unions have recently questioned the amount of money being channelled away from the front line to consortia – some £70 million in our case - and the Children’s Commissioner has identified the financial pressures on less well-off parents (those just above the eligibility criteria for free school meals) in terms of the cost of education - school uniforms, school meals, school trips, etc.

14. So against this background, **it is simply not realistic to ask for a four-fold increase in local authority contributions to ERW core costs (the current proposal)** at a time when schools themselves are facing real terms cuts; a number are already in deficit and/or facing compulsory redundancies exacerbated by teacher’s pay increases and employer pension contributions.

15. In this context, it is also worth drilling into the detail of ERW funding. In 2017/18, it had a turnover of £67.5m; of this, £60.8m is delegated to schools and local authorities via PDG and EIG formulae (in our case all PDG funding and over 90% of EIG funding is delegated to schools). The remaining £6.6m is targeted at a range of school improvement activities across the region; our schools receive £892k of this amount.

16. Over and above this funding, local authorities are expected to maintain their school improvement capacity at a total of 58 FTE Challenge Advisers and a financial threshold of £5.3m, of which we are expected to fund a service to the value of £850k. This is funded from core local authority funding. We have consistently maintained this commitment, however this is not the case in all other local authorities.

17. In the ERW consortium, local authorities are also expected to make additional contributions to regional working above the ring-fenced core funding agreed in 2013 when the National Model for Regional Working was established. Whilst we concede that the funding arrangements differ across the four regions. The EAS (Gwent) being an arms-length employing organisation funded by ring-fenced core and grant monies and GwE (North Wales) and Central South (Wales) are similarly funded by ring-fenced core and grant monies with all staff employed by an agreed ‘surrogate’ local authority. In ERW, central staff are employed by an agreed ‘surrogate’ local authority (Pembrokeshire) and Challenge Adviser staff are employed by their home local authorities. Under such arrangements, we fail to understand the need to provide additional

financial contributions to the regional working model. This is exacerbated by the fact that the contributions have not been subject to review since they were established in 2013 and subsequently ring-fenced core costs have not reduced in line with local government settlements in contrast to other regions as we understand it. Currently, we are not complying with the request to provide additional funding – ironically (and despite all the fuss) it has proved unnecessary for the current financial year as ERW has notified an underspend of some £590k.

Analysis

18. Despite all of the foregoing, we have engaged for six months or more in a process to try and put things right. The new acting Managing Director has led this process well and there has been in depth consultation with our Heads and other stakeholders as well as numerous rounds of correspondence and meetings (including the Joint Committee itself).
19. We remain prepared to commit to regional working on the right terms as education in Wales is in the throes of unprecedented reform and the stakes are high in terms of realising the intended outcomes. Meanwhile, the budget pressures faced by local government show no sign of abating. But these terms do not include increasing our contributions to the point where our own staff would be at risk of redundancy by leaving them reliant on grant funding which the Welsh Government has a habit of cutting e.g. the Minority Ethnic Achievement Service.
20. In this dialogue we have consistently set out our position very clearly as follows:
 - School improvement functions will be retained at local authority level, underpinned by a regional strategy that allows for cross-authority deployment and providing confidence that statutory responsibilities are being met, funded by core budget;
 - The regional service will focus on curriculum reform, funded from grant unless Welsh Government decide to transfer this funding into the RSG. The exact quantum of grant needed to deliver reform is to be determined;

- Welsh Government to provide written assurance that grant funding will be delivered on time at the beginning of each financial year;
- It is neither necessary nor efficient to provide additional funding to the regional service. Staff can be employed on permanent terms and conditions even though they are grant funded;
- The Joint Committee would oversee and provide much more robust governance to the delivery of curriculum reform whilst this Council will ensure congruence and coherence on the three strands of the reform agenda, accountability framework, ALN reform and curriculum reform, and how they impact on pupils in our schools and other settings. This will be subject to local scrutiny in line with our statutory responsibilities; and
- This system brings clarity of roles in terms of national policy set by Welsh Government; its implementation by local government and supported regionally in its delivery.

Conclusion

21. Where regional working is not effective, we have a responsibility to challenge and change its practice (even if others find this uncomfortable), particularly when we are being told so in no uncertain terms by our schools.
22. Following the last Joint Committee meeting on 8 February 2019, it was agreed that the Chair would write to the Education Minister proposing a way ahead. That letter is at Appendix 1. Regrettably, there has been no substantive response at the time of writing this report. We are left with the sense that the Welsh Government may not really wish to engage in identifying a solution as these issues have now been under discussion in one form or another for over a year. Thus we have to consider all options open to us as the status quo cannot be justified.
23. **Officers therefore conclude that action is necessary. The Joint Committee agreement on ERW contains a withdrawal provision requiring a year's notice. It must be served by 31 March to be effective for the following year. We therefore recommend that the Council serve that notice immediately.** If

we did not do so, we would be locked in until 1 April 2021 at the earliest. However, it should be noted that the notice can be retracted at any time during the 12 months before it becomes effective.

24. This is a decision that we do not advocate lightly and have reached this position as a last resort. It is acknowledged that withdrawal from the consortium in itself could pose risks to Neath Port Talbot as it is likely that Welsh Government will interpret a withdrawal as being contrary to national policy and could withhold school improvement funding of between £900k and £11.8m. Realistically, however, we do not see ERW or Welsh Government being able to justify denying our schools the funding and a decision of this nature would be very vulnerable to legal challenge.

Workforce Implications

25. None directly; but we have concerns that the net effect of what is being proposed by ERW puts our staff at greater risk of redundancy. Our trade unions have been consulted informally and agree.

Legal Implications

26. The Joint Committee Agreement of 16 July 2014 provides at Clause 15.1 that *“Any Authority may withdraw from this Agreement by giving notice in writing to each of the other Authorities to expire 12 months from the end of the date Financial Year in which the notice is given”*.

27. Clause 15.2 provides that in the event notice of withdrawal is made, which is voluntary (i.e. not out of a decision of the Welsh Government), the withdrawing authority will *“indemnify the other Authorities against any loss to the other Authorities arising out of the withdrawal”*. However, it is not readily obvious what detriment would apply to the other participants should we leave.

Recommendation

That the Leader of Council write to the Chair of the Joint Committee in terms of the draft letter at Appendix 2.

Reasons for Proposed Decisions

To address the deficiencies in current arrangements surrounding the regional school improvement consortium.

Implementation of Decision

This decision is for immediate implementation.

It is proposed that the Chair of the Cabinet Scrutiny Committee be asked to agree that the decision is not subject to call in on the basis of the Scrutiny Procedure Rules in Part 4 of the constitution [page 61]. Specifically Paragraph 17.11 [a] states that the call in procedures shall not apply, inter alia, where:

“The decision being taken by the Cabinet or a Cabinet Committee is urgent. A decision will be urgent if any delay likely to be caused by the call-in process would prejudice the interests of the Council or the public interest.”

This is because the recommendation, if agreed, requires the letter to be sent within 48 hours (i.e. by 29 March) as 31 March falls on a Sunday. The decision would, however, be reported to the next available meeting of the relevant Scrutiny Committee.

Appendices

Appendix 1 – Letter from the Chair of the Joint Committee to the Education Minister, 11 February 2019

Appendix 2 – Draft Letter from the Leader of Council to the Chair of the Joint Committee

Officer contacts:

Mr Steven Phillips - Chief Executive
Tel No: 01639 763305 E-mail: s.phillips@npt.gov.uk

Mr Aled Evans – Director of Education, Leisure & Lifelong Learning
Tel No: 01639 763393 E-mail: a.evans@npt.gov.uk

Please respond via e-mail to:
Ellen.apGwynn@ceredigion.llyw.cymru

11th February, 2019

Kirsty Williams CBE AM,
Minister for Education,
Welsh Government
5th Floor, Tŷ Hywel,
Cardiff Bay,
CARDIFF,
CF99 1NA.

Dear Minister,

Following a productive ERW Joint Committee meeting held on Friday, 8th February, 2019 I was asked to write on behalf of the Committee to share with you the unanimously agreed vision for a future structure and delivery model for the region.

The structure has been designed to deliver our shared National Mission and Welsh Government policies. It will enable appropriate support for schools in view of the significant curriculum reform agenda. Mr.Geraint Rees has worked diligently with Directors and Head Teachers from across the region to co-ordinate and construct a structure that will meet the needs and aspirations of all our learners and staff. Mr.Rees presented compelling evidence to show that, if ERW were to function within this new model, every stakeholder firmly believed the impact and outcomes for learners would be significantly improved.

The dilemma we face is specifically in relation to the funding deficit to implement the new structure. As you are aware Local Authorities (LAs) are facing significant budget pressures due to the teachers' pay increase, which was not fully funded, as well as increasing employer pension contributions from 16% - 23%, which as yet are unfunded. We understand that because the funding was devolved through the DfE in England the Barnett consequential does not automatically apply.

We, as Local Authorities, have done our utmost to manage budgets across all service areas through our medium term savings plans which have included prioritising education services. Even where individual Authorities have been able to top up schools and education budgets locally through higher Council Tax increases, schools will at best receive standstill budgets. In the majority of cases, schools are receiving real terms reductions to their budgets. Austerity is most definitely not over for our schools or local government services.



This is not intended as a letter to specifically ask for more money. Our message is that we now have a clear regional commitment to a joint vision for school improvement. Unfortunately, the proposed structure is financially undeliverable with all the above financial pressures compounding the problem. We welcome the decision that we are now able to use £500k to reduce LA contributions in the first year but feel, with the significant ongoing financial challenges facing LAs, as illustrated above, we would like to propose a more sustainable solution. If we were enabled to empower the Managing Director with the discretion to utilise a small percentage of the overall grant distributed to the regions in order to underpin the new structure. This would allow us to employ a permanent core complement of central staff to deliver elements of school improvement and curriculum reform. It would give stability to the structure and enable us to attract the best quality practitioners to deliver your national educational vision in a coherent and efficient manner. I emphasise that this is not a request for additional overall funding, but merely amending grant terms and conditions to provide the necessary flexibility.

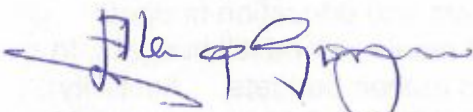
The commitment we give is that LAs will continue to contribute a total of £250k and we simply ask for a similar assurance from Welsh Government to a ring-fenced grant element for a minimum of five years to provide the stability to the central team required by Estyn and Welsh Government. Individual contributions of each LA will continue to be determined by an agreed formula.

From a pot in excess of £70million grant funding total to ERW, we would require a Welsh Government commitment through a ring-fenced sum of circa £790k per annum. (This is just over 1% of the overall grants allocated regionally). If this is acceptable to you, we would be able to agree to the appointment of a team identified by the Acting Managing Director, Directors of Education and Head Teachers Group as necessary to deliver the model, thus providing much needed stability and direction for the region.

I sincerely hope you will look favourably upon this request. A positive and decisive response would be welcomed by all six Authorities and provide our schools and, most importantly, our learners with the necessary expert resource to improve learner outcomes in schools in the ERW region.

ERW looks forward to an early response to enable us to appoint a permanent central team as soon as possible. If you require further clarification, I would be more than happy to attend a meeting at your earliest convenience and at a location of your choice.

Yn gywir,
Yours sincerely,



Y Cynghorydd / Councillor Ellen ap Gwynn
Cadeirydd Cyd-Bwyllgor ERW
Chair of ERW Joint Committee



Tudalen30



DRAFT

Councillor Ellen Ap Gwynn
Chair
ERW Joint Committee
C/o Leader's Office
Ceredigion Council

Dear Ellen,

I am writing formally to give notice of this Authority's intention to withdraw from ERW with effect from 31 March 2020 under Clause 15.1 of the Joint Committee Agreement dated 16 July 2014.

I believe that it is unnecessary for me to rehearse the reasons why. These have been the subject of exhaustive correspondence and numerous meetings at both political and officer level over the last year or so. I also made this Council's position very clear at the last meeting of the Joint Committee on 8 February. I find it disappointing that, at the time of writing, the Minister has not offered a substantive response to your letter to her of 11 February.

I should also underline that this Council will continue to work constructively for a solution to the current issues surrounding ERW and if these issues can be resolved, we reserve the right to withdraw this letter; but what we are not prepared to do is to let the end of another financial year pass without any final resolution.

I am sending copies of this letter to the Leaders of Carmarthenshire, Pembrokeshire, Powys and Swansea.

Yours sincerely

Councillor Rob Jones
Leader of Council

Mae'r dudalen hon yn fwriadol wag

NEATH PORT TALBOT COUNCTY BOROUGH COUNCIL

CABINET

27 MARCH 2019

JOINT REPORT OF THE ASSISTANT CHIEF EXECUTIVE AND CHIEF DIGITAL OFFICER – K.JONES AND THE HEAD OF ICT – S.JOHN

SMART AND CONNECTED – DRAFT DELIVERY PROGRAMME

Purpose of Report

- 1 To endorse the initial phase of the delivery programme developed to implement the Council's new digital strategy – Smart and Connected.

Background

2. The Council's first digital strategy was approved in 2015. The initial strategy – Digital by Choice – focused on developing on-line services, predominantly for transactional services, and encouraging take up of those services.
3. Considerable progress has been made towards the objectives set out in Digital by Choice. This was summarised in the report presented to the Cabinet in August 2018 when authority to consult on a revised Strategy was sought and secured.
4. Since 2015, the rate of technological change has continued to accelerate. The Council must adapt to the way in which technology is shaping the way citizens want to access and experience services, take every opportunity to harness the potential of technology to transform our environment and our economy whilst also working to reduce the inequalities for those not yet participating in the digital revolution.
5. A revised Strategy was developed, consulted upon and approved prior to Christmas 2018. It seeks to extend the scope of the initial digital strategy considerably to focus on three strategic priorities:

- **Priority 1** - transforming the way we deliver our functions/services and increasing use of the Council's on-line functions/services by residents;
 - **Priority 2** - to contribute to the development of favourable conditions for economic growth in the county borough; and
 - **Priority 3** – embracing a “digital first” approach to the way we support our workforce.
6. Over the last three months, the actions we will take in the first phase of implementing the new strategy have been identified and reflected in a delivery programme. That initial programme is attached for Members to review and, if thought fit for purpose, to endorse.

Delivery Programme

7. The delivery programme reflects a mix of planned ICT infrastructure changes which will provide the foundations upon which we can then develop and implement other digital initiatives. These changes are already reflected in the Council's revenue budgets, augmented by the £500k allocation within the Capital Programme for 2019-20 which was approved as part of the budget setting process to enable the extension of agile working.
8. All management teams were asked to identify digital developments that would support their service delivery and policy objectives. These include adding to and enhancing the Council's on-line services such as the on-line reporting of pot holes; providing on-line services for staff inspecting the county borough's playgrounds; enabling businesses to check their trade waste accounts on-line; and many others.
9. As well as extending the range of services provided on line, the delivery programme also identifies where the Council will initially concentrate the development of other digital technologies. For example:
- How we replicate the benefits of the robotics and process automation piloted for processing Disclosure and Barring checks in the Human Resources Department to other areas of the Council where we have high volumes of administrative and repetitive tasks;
 - The extent to which we can use machine learning technologies to automate translation of English into Welsh which would speed up translation processes; reduce cost and enable the Council to

significantly extend the use of the Welsh Language in the conduct of its business;

- How we could apply chat bot technology to ensure customers have a good experience when using our website services – a service that can routinely be available in Welsh and English;
 - How we can maximise the benefit of the huge amount of data we hold about the way our citizens use Council services to improve access and customer services at best value for the Taxpayers money – starting initially with those families who have children below the age of two as part of our First 1000 Days programme; and
 - Using the .Gov service to broadcast text messages in volumes but a no/low cost – for example to update bus and taxi operations when individual schools close in adverse weather conditions.
10. The programme also identifies how we will begin to build a new digital capability across the Council’s workforce, including:
- Building on the work we have started to improve digital literacy;
 - Creating a workforce development programme to develop digital leadership across the Council, working in partnership with the Society of Information Technology Managers (SOCITM) who have considerable experience in this area of work;
 - Establishing a strong communications and engagement programme to raise awareness of the aims of the new Smart and Connected strategy and to capture in more innovative ways how the deployment of the new approaches is impacting on staff; the experience of people who use our services; and the way we are adapting to the changes in the community around us; and
 - Ensuring there is sufficient change management support within the programme so that managers and staff are supported to engage with the programme in ways that can be tailored to their situations.
11. Alongside the programme of work we will initiate and deploy at the local level the delivery programme also reflects the Council’s involvement in regional and national programmes:
- Swansea Bay City Region;
 - Schools and the Digital Curriculum; and
 - The Public Services Board’s work to tackle digital exclusion across our communities.
12. The programme attached is a first phase of the work we will need to take forward over the remainder of this Council. The programme

will need to be continuously updated as priorities change and new technologies emerge. It will also form the core of the ICT Service work programme.

13. The work will be overseen by a Digital Transformation Group, chaired by the Assistant Chief Executive and Chief Digital Officer with Membership drawn from the management teams in each directorate of the Council. The Digital Transformation Group will report to the Corporate Directors Group and to the Cabinet. A programme team is currently being established with the membership of the team to be multi-disciplinary to reflect the corporate and cross-cutting nature of the programme.

Financial Appraisal

14. The Council confirmed the following planned investments to support its digital ambition in its budget setting process.

Digital Spend Analysis :-

	<u>18/19</u>	<u>19/20</u>	<u>20/21</u>	<u>21/22</u>
	<u>£'s</u>	<u>£'s</u>	<u>£'s</u>	<u>£'s</u>
	<u>000's</u>	<u>000's</u>	<u>000's</u>	<u>000's</u>
ICT GROSS BUDGET (no FFP Savings or Pressures have been built in 20/21 onwards)	4,908	4,837	4,584	4,434
LAAP Expenditure re - ICT Reserve	462	409	583	81
CITY DEAL	1,000	1,000	1,000	1,000
Digital Skills Support Post	50	50	50	50
RDP funded post to cover Digital Inclusion - Grade 7 - 30Hrs	31	31		
TOTAL SPEND	6,451	6,327	6,217	5,565

NOTES

- 1 ICT Reserve will be exhausted by 21/22
- 2 RDP funding is not yet secure post 18/19
- 3 City Deal costs are based on a £25m budget across the region with an NPT allocation of 20% spread evenly across a five year period.
- 4 Digital Skills spend is assumed at £50k per annum but this may be a one off allocation made available during 18/19
- 5 Figures above include all known income but further grant/income opportunities will continue to be sought
6. A capital sum of £500k has also been included in the capital programme for 2019-20 to support the extension of agile working.

Workforce Impacts

15. The principal areas of impact for the Council's workforce arrangements are as follows:
16. Automation of work – the adoption of this strategy will mean that some jobs/parts of jobs will be automated. Consequently, as each element of the Strategy is implemented it will be vital that the Management of Change in Partnership Policy is fully embraced so that the jobs affected can be clearly identified and the appropriate

steps taken to ensure employees and their trade unions are actively engaged throughout the change process.

17. Digital Exclusion – from earlier work, we know that digital literacy varies across the workforce with those on lower incomes or in higher age groups likely to have the lowest level of digital literacy. Implementation of this Strategy should positively impact on digital literacy enabling employees to access the opportunity to be considered for new digital roles but also in taking the benefits of participating in the wider digital economy.
18. Job Content – it is likely that the implementation of this Strategy will change some job roles and create new roles. The Council's Workforce Plan already recognises this and makes provision for creating a Digital Skills Strategy that should enable the Council to build a digitally capable workforce.
19. The consultation process underlined the need for adequate investment in the management of change. Leadership, workforce engagement and communication were identified by many internal stakeholders as key to the delivery of the Strategy.

Equalities Impact Assessment

20. The Integrated Impact Assessment that was developed to support the Strategy, clearly identified that people are less likely to participate in the digital economy if they are older, on lower incomes or disabled/in poor health. There is no evidence to demonstrate that people with other protected characteristics are particularly affected. The digital inclusion work identified in the Strategy aims to reduce/eliminate digital exclusion and consequently there should be an overall positive impact on the Council's equality duties from adopting this Strategy.
21. The Council's obligations in relation to the Welsh Language Standards are embedded into the approach. The expectation is that new digital approaches will embrace a bi-lingual approach to the delivery of Council services and open up new opportunities through digital innovation for people to use and learn the Welsh language.

Legal Duties

22. The delivery programme will implement the agreed Smart and Connected Strategy and helps to discharge the extant duty to secure continuous improvement of the Council's functions and related duties which are set out in the Local Government (Wales) Measure 2009.
23. This work also directly assists to deliver the well-being objectives set by the Council in the Corporate Plan 2019-2022.

Risk Management

24. There are a number of risks that this Strategy seeks to address:
25. Risk that people will be unable to participate in digital services due to digital exclusion – this Strategy makes a commitment to upskilling the Council's own workforce; upskill the resident population through the education and adult education sectors; facilitate the upskilling and capability of the third sector; and challenge other Public Services Board partners to directly address digital inclusion within their own corporate digital programmes;
26. Risk that attempts to hack into/disrupt Council services through cyber-attacks – this Strategy identifies the growing importance of the cyber-threat and makes an explicit commitment to protecting systems and data;
27. Risk that the county borough is not seen as an attractive investment proposition for businesses - this Strategy recognises the importance of the digital revolution that is taking place and clearly positions digital as a core element of the Council's approach to economic development;
28. Risk that the Council does not exploit the potential to change the way residents'/customers' needs are met through digital innovation at lower costs – this Strategy recognises the potential for further significant transformation in the way demand and need is responded to both through the creation of a new data science capability and through the experimentation, development and deployment of a wider range of new and emerging technologies;

29. Risk that key partners do not keep pace with digital developments increasing threat to the sustainability of their organisation – this Strategy recognises that both the third and SME sectors will require support and encouragement to build capacity and capability to operate effectively within a digital world;

Consultation

30. The Cabinet approved a 12 week public consultation exercise in August 2018. The consultation ran until 6th December 2018 and were reported to Cabinet with the final strategy in December 2018. The delivery programme is to be supported by a dedicated communications and engagement worker to ensure there is effective and continuous engagement and consultation as the Strategy is implemented.

Recommendations

31. That, subject to any amendments agreed at the meeting, the Cabinet endorses the Delivery Programme developed to implement Smart and Connected as set out in Appendix 1 of this report.

Reason for Proposed Decision

32. To implement the Council's Digital Strategy – Smart and Connected.

Implementation of the Decision

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

Appendices

34. Appendix 1 – Smart and Connected – Delivery Programme – Phase One

Background Documents

35. Digital By Choice, 2015
36. Smart and Connected – report to Cabinet, August 2018
37. Smart and Connected – report to Cabinet, December 2018

Officer Contacts:

Mrs Karen Jones, Assistant Chief Executive and Chief Digital Officer Tel: 01639 763284 or e-mail: k.jones3@npt.gov.uk

Mr Stephen John, Head of ICT Tel 01639 686218 or e mail s.john@npt.gov.uk

Mae'r dudalen hon yn fwriadol wag

Theme 1: Infrastructure

Objective

To provide the Council with up to date and fit for purpose ICT Infrastructure

Project	Area of Activity	Lead Officer	Timescale	Comments
Automation	Robotics: Implement, with Arvato, a number of robotic interventions to underpin and automate specific administrative heavy HR processes.	Sheenagh Rees	Year 1	
Automation	Artificial Intelligence: Investigate the availability of AI to interface with the Council's unified communications systems and wider application base.	David Giles	Year 2	
Automation	Chat Bots: Investigate and source a Chat Bot facility to embed into the Council's website and Intranet Services.	David Giles	Year 1	Services that have indicated that they could benefit from this include Customer Contact, HR, Parking and the ICT Service Desk. However, it is likely that all customer facing services could benefit from such a facility.
Automation	Auto-minute taking at meetings such that a full record of the meeting is produced by transcribing exactly what was said automatically into a document without the need for manual interaction.	Sheenagh Rees	Year 2	

Project	Area of Activity	Lead Officer	Timescale	Comments
Automation	Wearables: Investigate how wearable solutions could integrate with the Council's Community Alarms Service.	David Giles	Year 1	To enable Contact Centre monitoring of at risk individuals in their own homes.
Office 365	Migrate MS Exchange Server to the Cloud	Ian John	Year 1	
Office 365	Create an Active Directory (AD) in the Cloud and link to the on-premise version	Ian John	Year 1	
Office 365	Develop a cloud version of our existing ICT SharePoint site and migrate the document base	Ian Vaughan	Year 1	
Office 365	Develop a strategy for staff migration to O365	David Giles	Year 1	
Office 365	Plan and migrate staff to O365	Ian John	Year 1	
Skype	Implement Skype for all desk based Council Employees	Ian John	Year 1	
Unified Comms	Integrate Voice based Communications with Skype to provide a Unified Comms solution for all desk based Council staff.	Ian John	Year 1	
Mobility	Utilise the Council's desktop replacement programme to facilitate mobile working	David Giles	Year 1 but on-going	
Cloud	Determine and Implement a pilot programme to evaluate the pros and cons of Cloud Based Storage and Processing	David Giles	Year 2	
Open Source	Evaluate current development strategies to determine where and when Open Source solutions can be adopted.	Kevin Williams	Year 1	

Project	Area of Activity	Lead Officer	Timescale	Comments
I.O.T.	Work with WG and other partners to investigate the possibility of creating a County Borough wide network capable of supporting IOT devices with the intention of making NPT a location for the development and testing of Business solutions.	Adil Pirmohamed	Year 1	
Connectivity	Continue to develop mobile connectivity solutions that are flexible to use but also meet the security demands of the Council and its partners.	Ian John	On-going	
Cyber Security	Work in partnership with WG and the wider Public Sector partners to achieve CE+ accreditation and ensure trust for partners and citizens in doing business with the Council.	Ian John	Year 1	
Blockchain	To investigate and monitor the benefits of introducing Blockchain technologies into NPT services and processes.	David Giles	Year 2	
Document Storage & Management	Develop a strategy for the future storage and management of the Council's document base.	David Giles	Year 2	
TPMS Technology Refresh.	Service:- End of Life for Oracle Forms in December 2020. Ongoing Re-write	Kevin Williams	Year 1	

Theme 2: Digital Inclusion

Objective

To Support the Citizens of Neath Port Talbot in accessing On-line Services and helping them to stay safe while using the Internet

Project	Area of Activity	Lead Officer	Timescale	Comments
Connectivity	Affordability. To investigate whether or not affordability is an issue in accessing Broadband facilities within the home.	T.B.D.	Year 1	
Connectivity	Take-Up. Identify areas of the County Borough where take up of Broadband services is perceived as low and try to determine the reasons for this.	T.B.D.	Year 1	
Connectivity	Availability. Understand the Broadband services available free to citizens within the County Borough and produce a communication plan to support their use.	T.B.D.	Year 1	
Connectivity	Skills. Identify the opportunities across the County Borough for citizens to improve their digital skills and understanding.	T.B.D.		
PSB Priorities	Work with PSB partners to understand their work programmes and priorities with a view to putting together a cohesive view of shared opportunities	T.B.D.	Year 1	
Digital Charter	Help/influence the PSB organisations to embrace the Digital Inclusion Charter.	T.B.D.	Year 1	
Citizen Support	Help build capacity and capability within the 3 rd Sector.	T.B.D.	Year 1	

Project	Area of Activity	Lead Officer	Timescale	Comments
Cyber Crime Prevention	Work through the Community Safety Partnership to deliver Cyber Crime Prevention Programmes.	Sian Morris	Year 1	
Workforce Digital Literacy	Develop digital leadership and literacy across the Council's workforce.	Sheenagh Rees/ Lynne Doyle	Year 1 and on-going	
Non-Council Provision	Third Sector: Ensure that grant aid to this sector facilitates digital support for those digitally excluded.	Caryn Furlow	On-going	
Non-Council Provision	Consider how the provision of free Wi-Fi connectivity across NPT might be mapped and their access requirements documented.	T.B.D.	Year 1 and ongoing	
SME's	Work with the Economic Development Section to determine how the Business Support Office could address Digital risks and opportunities.	Simon Brennan/Dave Giles	Year 2	

Tudalen 47

Theme 3: Data

Objective

To Understand, Rationalise and Better Use Council and Partner Data

Project	Area of Activity	Lead Officer	Timescale	Comments
Open Data	Develop a pilot project aimed at understanding the use and benefit of a data sciences approach to understanding service demand.	Steff Griffiths	Year 1	
Behaviour Change	Develop an awareness programme aimed at highlighting the different approaches that staff can utilise to change citizen behaviour.	Anita James	Year 1	
Understand Demand	Re-enforce the need to fully understand the citizen viewpoint prior to service redesign and highlight how data collection and analysis can support this.	Steff Griffiths	On-going	
Insight	As above.			
Proof of Concept	See Open Data above			
Pilots and Prototypes	Produce a proof of concept concerning the F1000D project.	Steff Griffiths	Year 1	
Understand Data Holdings	Produce and maintain a catalogue of all major data holdings within the Council with particular reference to GDPR principles concerning their collection and use.	Craig Griffiths/David Giles	Year 1 and On-going	
Citizen Account	Produce an options appraisal highlighting creation, possible content and usage.	David Giles and Kevin Williams	Year 1	

Project	Area of Activity	Lead Officer	Timescale	Comments
Data Management	Develop and communicate a strategy that can support staff in collecting, using, sharing and disposing of the Council's data assets in line with the Digital Strategies principles.	Craig Griffiths	Year 1	
Understand Service Use	Utilise the output(s) from the "Understanding Data Holdings" project above to determine what services utilise what data and for what outcomes. Build on this to determine how data can be collected, held and utilised in a more cost effective way.	David Giles	Year 1	
Data Exploitation	Set up a Data Science Team capability.	Dave Giles/ Steff Griffiths	Year 1	

Tudalen49

Theme 4: Channel Shift

Objective

To Encourage Staff and Citizens to utilise On-line Services when engaging with the Council and Each Other

Project	Area of Activity	Lead Officer	Timescale	Comments
Improving	Ensure that the Council's on-line services are continually revisited to make certain that they meet citizen need both in function and availability	David Giles and Kevin Williams	On-going	
Improving	Introduce automation into the Council's on-line services wherever possible to ensure a true end to end experience.	David Giles and Kevin Williams	On-going	Achieving this will also remove unnecessary staff time and allow true 24/7 access to Council Services.
Device Agnostic	Use Web analytics to map trends and develop accordingly.	Steff Griffiths	On-going	
Democratic Process	e-Petitions	Caryn Furlow	Year 2	
Democratic Process	Broadcast Meetings	Caryn Furlow	Year 2	
Democratic Process	Facebook 'Live'	Caryn Furlow	Year 2	
New Services	Create a self-service portal whereby citizens and businesses can access information to satisfy their requests under the FOI Act.	Craig Griffiths	Year 2	Managers to be encouraged to place regularly requested information within the portal which in turn will reduce requests and save staff time.
Internal	Identify internal Council processes that can be redesigned around Digital Principles; removing waste and providing real cash savings.	Transformation Group	Year 1 and ongoing	

Project	Area of Activity	Lead Officer	Timescale	Comments
Citizen Account	Use heat maps and web analytics to determine what our citizens are using/looking for and utilise to instruct the development.	Steff Griffiths	On-going	
Design Principles and System Standards	Use the Consultation Exercise undertaken for the Digital Strategy to help determine future policy.	David Giles	Year 1 and on-going	Ensure all online development has a clear plan to meet customer objectives.
Parking	Queries, Appeals and Payments. Develop a channel shift strategy based on a self-service model	Steve Cook	Year 1	Plan to move customer contact to self-service from F2F and telephony; thereby freeing staff to undertake more value work that generates income.
Management of Potholes	Channel Shift/Top 10/Consultation: Update existing system to allow electronic mapping and reporting of pothole by staff and public	Steve Owen	Year 1	
Green Waste Service	Channel Shift/Top 10/Consultation: Create system to allow online ordering and payment of Green Bags for garden waste	Andrew Lewis	Year 1	
Gully Data Recording System	Channel Shift/Top 10/Consultation: Create an electronic system for recording and maintaining Gullies	Steve Owen	Year 2	
Playground Inspection System	Channel Shift/Top 10/Consultation: Create an electronic system to capture weekly and quarterly Playground inspection data	Andrew Lewis	Year 2	
Memorial Safety Inspection System	Channel Shift/Top 10/Consultation: Create an electronic system to capture inspections within Council owned Cemeteries	Andrew Lewis	Year 2	

Project	Area of Activity	Lead Officer	Timescale	Comments
Trade Waste Online System	Channel Shift/Top 10/Consultation: Create an online system to allow access for customers to check their trade accounts and contract details.	Andrew Lewis	Year 2	Possibly covered through O365/Sharepoint solution
Vehicle Crossover Online System	Channel Shift/Top 10/Consultation: Create an online system to allow the public to request and pay for Vehicle Crossovers.	Steve Owen	Year 1	
Burial Plans	Channel Shift/Top 10/Consultation: Create online system for Cemetery Staff to access Burial Plans	Andrew Lewis	Year 1	
Planning System	Channel Shift/Top 10/Consultation: Upgrade the existing Planning system to allow online access to staff and public	Nicola Pearce	Year 1	
Street Cleansing Inspections	Channel Shift/Top 10/Consultation: Create an electronic system to capture inspections undertaken by Street Cleaning Teams	Andrew Lewis	Year 2	
Agile Working Project	Service/Channel Shift: Various O365 and Mobile Apps as per the Project Specification	Nicola Pearce	Year 1	
Geo Fleet Systems	Channel Shift/Service/Top 10: Additional functionality relating to self-service geofences, reporting and optimisation.	Dave Griffiths	Year 1	

Theme 5: Workforce

Objective

To Develop and Support the Workforce in thinking Digital First

Project	Area of Activity	Lead Officer	Timescale	Comments
Management of Change	Identify staff who may be affected by the service change at the earliest stage and support them with a package of skills training that will allow them to be redeployed.	Transformation Group	On-going	
Management of Change	Staff displacement could occur as part of the Digital Programme Implementation but Managers and Staff will work together to avoid the need for Compulsory Redundancy.	Transformation Group	On-going	
Agile Working	Develop the programme with a particular emphasis on “Who, Where and What”.	Transformation Group	Year 1	
Policies	Review policies to support changing staff working practices and different service delivery methods.	Sheenagh Rees	Year 1	
Accommodation	Review requirements as working practices and service delivery change.	Simon Brennan	Year 1	
Leadership	Develop and deliver a Senior Management support programme in partnership with SOCITM.	Sheenagh Rees	Year 1	
Service Change	Support Managers and Staff in applying Digital Thinking principles in the redesign of their services.	Transformation Group	Year 1	

Project	Area of Activity	Lead Officer	Timescale	Comments
Skills & Training	Build the necessary competencies into staff JDs and PSs and support existing staff in obtaining these skills.	Sheenagh Rees and Lynne Doyle	Year 1 and on-going	
Performance Management	Examine existing performance management systems for relevancy in the Digital World. Develop processes that can evaluate the business benefit of any change.	Transformation Group	Year 1 and on-going	
Culture	Encourage digital thinking in all staff and use consistent and regular communication as a means of changing workforce culture.	Transformation Group	Year 1 and on-going	

Tudalen54

Theme 6: Regeneration and City Deal

Objective

To support the implementation of the City Deal and Regeneration Programmes

Project	Area of Activity	Lead Officer	Timescale	Comments
Communities				
Visibility of Plans				
Engagement				
Projects	LORAWAN	Adil Pirmohamed	Year 1	
Projects HAPS	To support the development of the Home as Power Stations programme	Simon Brennan		
Projects CENGs	To support the development of the Centre of Excellence for Next Generation Services	Simon Brennan		
Projects SMART TOWNS	To work with Flexis in the development of the Smart Towns Programme	Simon Brennan		
Valley Strategy				

Theme 7: Education

Objective

To support all aspects of the Council's Education Service in implementing Digital First

Project	Area of Activity	Lead Officer	Timescale	Comments
WGov Drivers	Specific Grants	Aled Evans	On-going	Ensure that the Council and its Schools are well placed to bid for and utilise any specific grant funding aimed at improving classroom delivery of a digital curriculum.
WGov Drivers	Support schools in understanding their responsibilities in designing and delivering the Digital Competency Framework.	Chris Millis and Darren Long	Year 1	
WGov Drivers	Ensure that all schools within NPT have sufficient network connectivity and suitable devices to undertake Online Testing as prescribed by WG.	Andrew Thomas	Year 1	Grant funding from WG has been received to help facilitate closing any gaps in provision.
Learners				
Teachers				
Community Engagement				
Visibility of Plans				

Theme 8: Comms and Marketing

Objective

To Support the Council and its Services in implementing Digital First

Project	Area of Activity	Lead Officer	Timescale	Comments
Behaviour Change	Nudge Theory			
Behaviour Change	Shove Theory			
Promotion of Digital	Develop a Comms and Engagement Strategy for the whole programme.	Anita James and Sylvia Griffiths		

Tudalen57

Theme 9: Internal Service Improvements

Objective: To implement and benefit from the introduction of digital principles into internal facing Council Processes

Project	Area of Activity	Lead Officer	Timescale	Comments
Parking	Digital Permits: allowing for the removal of paper copies and access to real time data for Enforcement Officers and clients alike.	Steve Cook	Year 1	
Council Tax, TNDR and Benefits	Introduce E-Billing	Huw Jones	Year 2	
Staff Portal	Introduce further facilities.	Sheenagh Rees	Year 1	
PowerApps	Develop a series of electronic forms for Environmental Health and Trading Standards Officers.	Kevin Williams	Year 1	These forms will facilitate true mobile working, allowing forms to be completed while at the relevant premises with a real time update to the FLARE system.
Occ. Health	Further develop and roll out of the "OUCH" system allowing managers to self-serve the referral of staff into the Occ. Health Service and the subsequent management of the process thereafter.	Sheenagh Rees	Year 1	
Health and Safety	A self-service portal (OARS) allowing managers to record Accidents and Incidents that have occurred within the workplace.	Sheenagh Rees	Year 1	

Project	Area of Activity	Lead Officer	Timescale	Comments
Home to School Transport	Creation of an application that utilises the text sending facility of .GOV Service to update school bus and taxi operators when individual schools are closed due to adverse weather. Further developments under consideration.	Peter Jackson/Andrew Thomas	Year 1	Use of this facility will drastically reduce the amount of staff time required to inform operators, saving on wasted journeys and unnecessary costs.
Online Payments	Replace existing facility with the new Capita API.	Kevin Williams	Year 1 and ongoing	Use of this new facility will enable a smoother transaction for the citizen whilst allowing the Council full design capability; something that can help meet our Welsh Language obligations.
Registrar Service	Introduce a facility to allow for the online purchase of certificates.	Sharon Thomas/Craig Griffiths	Year 1	
Citizen Contact	Investigate the feasibility of allowing self-service reporting for citizens using Facebook and/or Twitter.	Chris Cole	Year 2	
Gnoll Park Season Tickets	Channel Shift/Top 10/Consultation: Gnoll Park Season Tickets online provision for the public	Steve Cook	Year 1	
Van Permit (Powys) System	Channel Shift/Top 10/Consultation: Creation on an electronic link to Powys CC to enable NPT residents access to Lower Cwmtwrch HWRC	Andrew Lewis	Year 1	
Additions to current NPT Van Permit System	Service/Channel Shift: Addition to the current Van Permits system limiting the number of permits allowed per person to 12 per annum	Andrew Lewis	Year 1	

Project	Area of Activity	Lead Officer	Timescale	Comments
In-Cab Reporting/ Communication System	Service/Channel Shift: Creation of vehicle in-cab reporting/communication system	Andrew Lewis	Year 2	
Additions to the current Online Recycling Equipment Ordering System	Service: Developments to limit the number of repeat bin requests.	Andrew Lewis	Year 1	
LSG App	Service: Required for submission and synchronisation of Gazetteers. Improvement to corporate key data sets.	S Owen	Year 1	
Online Approved Contractor List	Service/Channel Shift: Creation of online list of approved contractors.	S Owen	Year 1	

09010100

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

27 MARCH 2019

REPORT OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES

HYWEL JENKINS

MATTER FOR INFORMATION

WARDS AFFECTED: ALL

COUNCIL TAX EXEMPTION / DISCOUNT FOR CARE LEAVERS

1. Purpose of the Report

The purpose of this report is to inform members of a decision taken by Welsh Government to introduce legislation to exempt or provide a discount to care leavers in relation to the payment of Council Tax.

2. Executive Summary

Following consultation run by the Welsh Government they have published a statutory scheme of Council Tax Exemption and Discount to care leavers, up to the age of 25, effective from 1st April 2019. It is estimated that there are 41 care leavers that will benefit from this scheme in 2019/20.

3. Background

In 2017, Sally Holland the Children's Commissioner for Wales published the report 'Hidden Ambitions, Wales' commitment to young people leaving care'. The report highlights the entitlements that young people leaving care have as well as the problems that young people report that they face when transitioning to adulthood.

The report also highlights Wales' commitment to ensuring that young people have access and support across a range of areas including housing, education & training and support. In respect of housing the report states that young people leaving care should have somewhere safe to live, with financial security.

In March 2018 a follow up report 'Hidden Ambitions; one year on' was published which highlighted how Local Authorities were meeting the recommendations to support care leavers. Local Authorities were asked to identify whether they had implemented a Discretionary Council Tax Discount for care leavers. At the time that the report was published 5 Local Authorities had implemented a scheme. The report concludes with recognising the positive steps taken to formally waiver Council Tax.

On 7th November 2018 Mark Drakeford, Cabinet Secretary for Finance published a consultation document on providing exemptions from Council Tax for care leavers. The consultation highlighted the fact that Councils could have a Discretionary Policy in place to provide discounts to care leavers and also proposed the introduction of a national scheme of Council Tax support under legislation from 1st April 2019.

The Welsh Government have now approved and amended the Council Tax legislation/regulations for 2019-20 and created a new exemption class for a dwelling occupied by care leavers (exemption Class X) i.e.

- A dwelling which is occupied by one or more care leavers; or
- A dwelling where every resident is either a care leaver, a relevant person within the definition of the current Class N (students etc.), or a severely mentally impaired person

In addition the Welsh Government has also introduced a new category of discounts for care leavers. This discount will apply when a dwelling is not entitled to be fully exempt where one of the residents is subject to Council Tax. This new discount allows the care leaver to be disregarded by allowing a 25% care leaver discount on the Council Tax payable.

The Welsh Government has defined a care leaver under the Council Tax Regulations as (see also Appendix 1):

- Aged 24 or under (not eligible from 25th birthday); and

- A category 3 young person as defined by section 104 of the Social Services and Well-being (Wales) Act 2014.

Social Services will work with the Council Tax Section to identify eligible care leavers that are entitled to this exemption or discount so that they can be applied to the individual Council Tax account.

4. Financial Impact

It is estimated that there are 41 care leavers that will benefit from this scheme with a gross financial support of circa £50,000. Of these some 30 care leavers already receive full support to pay their Council Tax under existing various discounts and exemptions e.g. under the age of 18, student in full time education or because they are on low income and in receipt of Council Tax Support. Thus implementation of this scheme will provide financial support to a further 11 care leavers at an estimated cost to this Council in 2019/20 of circa £15,000. In future years it is expected that these costs will be accommodated via the Local Government Settlement and Council Tax base setting arrangements.

5. Equality Impact Assessment

This proposal will provide young people that have been in care with financial assistance in relation to paying their Council Tax in line with Welsh Government regulations. The support will be provided to all eligible young people, which ever protected characteristics category they fall under, with financial support up to the age of 25.

6. Workforce Impacts

There are no workforce impacts associated with this report.

7. Legal Impacts

The new Welsh Government Council Tax Regulations and scheme specify eligible exemptions and discounts that apply from 1 April 2019.

8. Risk Management

Implementing the waiver/exemption will be met through Council Tax revenue. Social Services and Council Tax Section staff work together to identify appropriate care leavers entitled to these provisions.

9. Consultation

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

10. Recommendation

That the report be noted.

11. Appendices

Appendix 1 - The Council Tax (Exempt Dwellings) (Amendment) (Wales) Order 2019 and the Council Tax (Additional Provisions for Discount Disregards) (Amendment) (Wales) Regulations 2019

12. List of Background Papers

Children's Commissioner for Wales report 'Hidden Ambitions, Wales'

Children's Commissioner for Wales report 'Hidden Ambitions; one year on'

Welsh Government Consultation (7 November 2018 to 19 December 2018) Council Tax Exemptions for Care Leavers

Welsh Government Council Tax Regulations

13. Officer Contact

Hywel Jenkins, Director of Finance and Corporate Services

Tel No: 01639 763251

E-mail: h.jenkins@npt.gov.uk

Ann Hinder, Council Tax Manager

Tel No: 01639 763908

E-mail: a.hinder@npt.gov.uk

Delyth Berni, Principal Officer, Children & Young People Services,

Tel No: 01639 763319

E-mail: d.berni@npt.gov.uk

The Council Tax (Exempt Dwellings) (Amendment) (Wales) Order 2019.

(This order amends the Council Tax (Exempt Dwellings Order) 1992.

Council Tax is not payable in respect of exempt dwellings under Section 4 of the Local Government Finance Act 1992.

The current list of exempt dwellings are –

- A Unoccupied property that requires or is undergoing major repair work to make it habitable
- B Unoccupied property owned by a charity
- C Unoccupied and substantially unfurnished property (6 months)
- D Unoccupied due to person in prison
- E Unoccupied due to person having gone to live in a care home
- F Council Tax payer deceased
- G Occupation prohibited by law
- H Dwelling held for a ministry of religion
- I Person living elsewhere to receive personal care
- J Person living elsewhere to provide personal care
- K Dwelling left empty by a student
- L Mortgagee in possession
- M Students halls of residence
- N Dwelling occupied by students
- O UK armed forces accommodation
- P Visiting forces accommodation
- Q Property left empty by a bankrupt person
- R Unoccupied caravan pitch or boat mooring
- S Occupied only by person under 18
- T Unoccupied annexe to an occupied dwelling
- U Dwellings occupied by SMI persons
- V Main residence of person with diplomatic privilege
- W Occupied annexe to an occupied dwelling

From the 1st April 2019 the Council Tax (Exempt Dwellings) (Amendment) (Wales) Order 2019 introduces a new category of exemption, **exemption X**. This exempts dwellings in Wales –

- Which are occupied by one or more care leavers, and
- Where every resident is either a care leaver, a relevant person within the definition of the current Class N (students etc.), or a severely mentally impaired person.

The regulations define a care leaver as a person who is

- ✓ Aged 24 or under; and
- ✓ A category 3 young person as defined by section 104 of the Social Services and Well-being (Wales) Act 2014.

Definition of care leaver by S104 of the Social Services and Well-being (Wales) Act 2014

Category 1 young person

Defined in Section 104 (2) of the Act as a child who:

- a) is aged 16 or 17
- b) is being looked after by a local authority, and
- c) has been looked after by a local authority for a period of 13 weeks, or periods amounting in total to 13 weeks, which began after he or she reached 14 and ended after he or she reached 16.

Known as a young person looked after aged 16 or 17

Category 2 young person

Defined in Section 104 (2) of the Act as a child who:

- a) is aged 16 or 17
- b) is not being looked after by a local authority or local authority in England, and
- c) immediately before ceasing to be looked after, was a category 1 young person.

Known as a care leaver under 18

Category 3 young person

Defined in Section 104(2) of the Act as a young person who is aged 18 or over who:

- a) has been a category 2 young person (and would continue to be so if he or she were under the age of) 18, or
- b) was being looked after by a local authority when he or she reached the age of 18 and immediately before ceasing to be looked after was a category 1 child.

Known as a care leaver aged 18 or over

The Council Tax (Additional Provisions for Discount Disregards) (Amendment) (Wales) Regulations 2019

These regulations amend the Council Tax (Additional Provisions for Discount Disregards) Regulations 1992.

The current list of persons who can be disregarded are:

- ✓ Child benefit payable
- ✓ School leaver
- ✓ Students
- ✓ Youth training trainee
- ✓ Apprentice
- ✓ Prisoner in detention
- ✓ Severely mentally impaired
- ✓ Carers
- ✓ Residents of a nursing home / care home or hostel providing care or hospital
- ✓ Member of an international headquarters or defence organisation
- ✓ A person that has diplomatic commonwealth or consular privileges
- ✓ Visiting forces
- ✓ Religious community
- ✓ Hostel / night shelter

From the 1st April 2019 the Council Tax (Additional Provisions for Discount Disregards) (Amendment) (Wales) Regulations 2019 prescribes a new class of people that are disregarded when determining if a dwelling is subject to a discount.

A new care leaver disregard has been created which relates to care leavers aged 24 or under (ineligible from 25th birthday). The term care leaver is defined with reference to a category 3 young person as defined in the Social Services and Well-being (Wales) Act 2014.

Mae'r dudalen hon yn fwriadol wag

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

27 March 2019

Report of the Head of Transformation - A.Thomas

Matter for Decision

Wards Affected:

Aberavon

Project Proposal made to the Members Community Fund

Purpose of the Report

1. To seek Cabinet approval to fund a project proposal that requests financial support under the Members Community Fund. The project has been submitted by one of the Aberavon Ward Members.

Executive Summary

2. The Members Community Fund was approved in its present form at Cabinet Board on the 16.05.18 and was launched at an All Members Seminar on the 14.06.18. The Fund is to be used to address local needs and to support projects and initiatives that will contribute towards creating vibrant and sustainable communities.

The Project Development & Funding Unit (PDFU) within ELLL is charged with the governance of the Fund and will act as the Grant Management Organisation.

Bids can be made for projects that enhance existing Council services, assist voluntary sector provision or form part of a larger initiative that is in need of additional financial support.

Eligible projects will include those that enrich the environment, promote non - statutory education and learning, assist Health & Well Being, and promote culture and / or recreation in all its forms.

Another project proposal now seeks funding and has been formally submitted to the PDFU. The bid has been checked for completeness, accuracy and deliverability and is 'fit for purpose' and ready for determination by Cabinet.

Project Proposal

3. Purchase of a mobile cricket cover for Port Talbot Town Cricket Club.

This bid has been developed to 'Assist Voluntary Sector providers.'

The funding will be used to purchase an additional mobile cricket cover 8m long x 4m wide which will be used to protect the playing surface from inclement weather. The cover consists of 2mm folded steel with a galvanised finish to guard against rusting. It can be easily manoeuvred by one person.

The need for the additional cover has been brought to the attention of one of the local Ward Members via representatives from Port Talbot Town Cricket Club. The Club has a growing number of members and currently fields 4 Senior sides, 8 Junior sides, and the ground is also used for representative cricket including the Wales Disability Team, Wales Women West Glamorgan and local schools tournaments. As a result the playing surface is used almost every day during the summer months and the wicket can become quite worn. The provision of an additional cover will allow the Club to utilise a second wicket, which will ensure that use is spread equally over the two and neither of them become unplayable due to over use.

The long term community benefits associated with the project include an increase in participation, a contribution to local health and wellbeing and ensuring that the playing surfaces are kept in good condition so that the game of cricket can be played consistently throughout the season.

The total cost of the mobile cover is £1,500.00. The request for Grant aid from the Members Community Fund is for £1,000.00 from Councillor Steffan ap Dafydd's allocation. The £500.00 shortfall will be contributed from the Club's reserves.

Financial Impact

4. In order to win favour in Cabinet all projects must be sustainable. Projects must have a robust exit strategy that places no additional revenue or financial burden on the Council.

The new mobile cover will be the responsibility of Port Talbot Town Cricket Club, who have made an ongoing commitment to ensuring that it is appropriately cared for and maintained for the foreseeable future by their experienced team of ground staff. The Club will insure the cover against theft and damage.

This scheme has no financial implications for NPTCBC.

Equality Impact Assessment

5. There is no requirement under the Constitution for an Equality Impact Assessment on this item.

Workforce Impacts

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

Legal Impacts

7. The delivery of the Members Community Fund will come within the purview of the Local Government Act 2000 which introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers likely to promote an improvement to economic, social or environmental well-being in the area. Under section 56 of the Local Government (Wales) Measure 2011 sanction

is given for both Executive and Non - Executive Members to invest within their own Ward.

The Council's Constitution should be referred to for explicit guidance on governance.

Risk Management

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

Consultation

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

Recommendations

10. That the project proposal for the Purchase of a mobile cricket cover for Port Talbot Town Cricket Club be approved and that Cllr Ap Dafydd's allocation of £1,000.00 under the Members Community Fund be awarded.

Reasons for Proposed Decision

11. 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 31.03.2020.

Implementation of Decision

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

List of Background Papers

13. This Aberavon initiative has been developed from the Members Community Fund Application Form submitted by Councillor ap Dafydd. The Constitution, Audited Accounts, Quote, Bank Account details and Insurance documentation for 'Port Talbot Town Cricket Club' have been retained for future reference.

14. Officer Contact

Paul Hinder, Project Development & Funding Manager, (ELLL).

Tel: 01639 763390, email: p.hinder@npt.gov.uk

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

27 March 2019

Report of the Head of Transformation - A.Thomas

Matter for Decision

Wards Affected:

Lower Brynamman

Project Proposal made to the Members Community Fund

Purpose of the Report

1. To seek Cabinet approval to fund a project proposal that requests financial support under the Members Community Fund. The project has been submitted by the Ward Member for Lower Brynamman.

Executive Summary

2. The Members Community Fund was approved in its present form at Cabinet Board on the 16.05.18 and was launched at an All Members Seminar on the 14.06.18. The Fund is to be used to address local needs and to support projects and initiatives that will contribute towards creating vibrant and sustainable communities.

The Project Development & Funding Unit (PDFU) within ELLL is charged with the governance of the Fund and will act as the Grant Management Organisation.

Bids can be made for projects that enhance existing Council services, assist voluntary sector provision or form part of a larger initiative that is in need of additional financial support.

Eligible projects will include those that enrich the environment, promote non - statutory education and learning, assist Health & Well Being, and promote culture and / or recreation in all its forms.

Another project proposal now seeks funding and has been formally submitted to the PDFU. The bid has been checked for completeness, accuracy and deliverability and is 'fit for purpose' and ready for determination by Cabinet.

Project Proposal

3. To extend and connect the public woodland walks and interpretative footpaths circumnavigating the Amman Valley Trotting Club in Tai'rgwaith, Lower Brynamman.

This bid has been developed by the Amman Valley Trotting Club (AVTC) as a community owned Company limited by guarantee. The bid will assist Voluntary Sector provision.

The proposal is connect up two well established woodland walks by providing the 'missing link'. The existing terrain is under water and subjected to footfall erosion. The project will enable wheelchair and ambulant visitors to more easily access the long distance OS footpaths which cross the site.

The project will construct 80 running metres of footpath 1.5 metres wide. It will be laid on a bed of 150 mm limestone chip and dust edged with locally sourced recycled plastic boarding to prevent material slippage. The project will also provide interpretative marker etching posts to encourage school visits and school based environmental projects.

The need for the project stems from the desire to protect the wetland, the woodland and the ongoing management of the site whilst channelling visitors into areas that have been previously landscaped

and set aside for the development of biodiversity. The project will expand the on-site facilities, attract more tourism, arrest local ground erosion and permit school visits.

The long term sustainable benefits associated with the proposal include making AVTC more viable as a social enterprise, encouraging community regeneration, enhancing educational and learning opportunities whilst diversifying the local economy.

The total cost of this scheme is £3,290 .Councillor Arwyn Woolcock would wish to invest £2,790 in order to make this project a reality. £500 is being donated as 'in - kind' labour.

Financial Impact

4. In order to win favour in Cabinet all projects must be sustainable. Projects must have a robust exit strategy that places no additional revenue or financial burden on the Council.

The project will be sustained by making best use hard wearing and recycled materials with warranties of 25 years. Interpretative ground posts and etchings are of recycled plastic. Ongoing maintenance of the paths and minor repairs will fall to the volunteer workforce within AVTC.

Equality Impact Assessment

5. There is no requirement under the Constitution for an Equality Impact Assessment on this item.

Workforce Impacts

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

Legal Impacts

7. The delivery of the Members Community Fund will come within the purview of the Local Government Act 2000 which introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers likely to promote an improvement to economic, social or environmental well-being in the area. Under section 56 of the Local Government (Wales) Measure 2011 sanction

is given for both Executive and Non - Executive Members to invest within their own Ward.

The Council's Constitution should be referred to for explicit guidance on governance.

Risk Management

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

Consultation

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

Recommendations

10. That the project proposal for the provision of a fully accessible link path around the perimeter of the Tai'rgwaith Trotting Track is approved and that Councillor Arwyn Woolcock's allocation of £2,790, under the Members Community Fund is awarded.

Reasons for Proposed Decision

11. 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 31.03.2020.

Implementation of Decision

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

List of Background Papers

13. This Lower Brynamman initiative has been developed from the Members Community Fund Application Form submitted by Councillor Woolcock. The Application has been made in association with a Third Sector Organisation and as a consequence the Constitution, Accounts, Bank Account details, Insurance Policy and the Quotations

that have been generated for the proposed work, by Amman Valley Trotting Club, have been retained for future reference.

14. Officer Contact

Paul Hinder, Project Development & Funding Manager, (ELLL).

Tel: 01639 763390, email: p.hinder@npt.gov.uk

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

27 March 2019

Report of the Head of Transformation - A.Thomas

Matter for Decision

Wards Affected:

Margam

Project Proposal made to the Members Community Fund

Purpose of the Report

1. To seek Cabinet approval to fund a project proposal that requests financial support under the Members Community Fund. The project has been submitted by the Ward Member for Margam.

Executive Summary

2. The Members Community Fund was approved in its present form at Cabinet Board on the 16.05.18 and was launched at an All Members Seminar on the 14.06.18. The Fund is to be used to address local needs and to support projects and initiatives that will contribute towards creating vibrant and sustainable communities.

The Project Development & Funding Unit (PDFU) within ELLL is charged with the governance of the Fund and will act as the Grant Management Organisation.

Bids can be made for projects that enhance existing Council services, assist voluntary sector provision or form part of a larger initiative that is in need of additional financial support.

Eligible projects will include those that enrich the environment, promote non - statutory education and learning, assist Health & Well Being, and promote culture and / or recreation in all its forms.

Another project proposal now seeks funding and has been formally submitted to the PDFU. The bid has been checked for completeness, accuracy and deliverability and is 'fit for purpose' and ready for determination by Cabinet.

Project Proposal

3. Purchase and installation of an Automated External Defibrillator (AED) for the village of Coed Hirwaun.

This bid has been developed to 'Assist Voluntary Sector providers.'

The funding package will be used to purchase the AED and to procure and install a freestanding 'Superbin' unit in which to house it. The 'Superbin' is a solar powered lockable cabinet, capable of generating the necessary ambient temperature needed to house an AED in an outdoor setting. NPTCBC Streetcare Services have agreed to purchase the 'Superbin' on behalf of the Coed Hirwaun Community Association (CHCA) and install it onto the adopted highway near the Premier Stores at Ffordd Derwen.

The need for a defibrillator has been highlighted on numerous occasions by the residents of Coed Hirwaun, and for many people the lack of this important piece of emergency medical equipment has become a real cause for concern. The nearest ambulance service to Coed Hirwaun is 6.6 miles away and in the unfortunate incident of a cardiac arrest seconds count. The provision of a defibrillator would help enormously in safeguarding the health and safety of the residents of Coed Hirwaun.

The CHCA has secured £1,000.00 towards the project from the Newlands Wind Farm Community Benefit Fund. The request for Grant aid from the Members Community Fund is for £2,636.26 from Councillor Rob Jones' allocation which will complete the funding package.

Financial Impact

4. In order to win favour in Cabinet all projects must be sustainable. Projects must have a robust exit strategy that places no additional revenue or financial burden on the Council.

Following its installation, the 'Superbin' and the defibrillator will be the responsibility of the CHCA, who will have responsible for checking the defibrillator on a weekly basis (the defibrillator performs a weekly self-check and displays a warning light when in need of attention) and have made an ongoing commitment to ensuring that it is appropriately cared for, insured and maintained for the foreseeable future.

This scheme has no financial implications for NPTCBC.

Equality Impact Assessment

5. There is no requirement under the Constitution for an Equality Impact Assessment on this item.

Workforce Impacts

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

Legal Impacts

7. The delivery of the Members Community Fund will come within the purview of the Local Government Act 2000 which introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers likely to promote an improvement to economic, social or environmental well-being in the area. Under section 56 of the Local Government (Wales) Measure 2011 sanction is given for both Executive and Non - Executive Members to invest within their own Ward.

The Council's Constitution should be referred to for explicit guidance on governance.

Risk Management

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

Consultation

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

Recommendations

10. That the project proposal for the purchase and installation of an Automated External Defibrillator (AED) for the village of Coed Hirwaun be approved and that Cllr Jones' allocation of £2,636.26 under the Members Community Fund be awarded.

Reasons for Proposed Decision

11. 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 31.03.2020.

Implementation of Decision

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

List of Background Papers

13. This Margam initiative has been developed from the Members Community Fund Application Form submitted by Councillor Jones. The Constitution, Audited Accounts, Quote, Bank Account details and Insurance documentation for 'Coed Hirwaun Community Association' have been retained for future reference.

14. Officer Contact

Paul Hinder, Project Development & Funding Manager, (ELLL).

Tel: 01639 763390, email: p.hinder@npt.gov.uk

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cabinet

27 March 2019

Report of the Head of Transformation - A.Thomas

Matter for Decision

Wards Affected:

Pontardawe

Project Proposal made to the Members Community Fund

Purpose of the Report

1. To seek Cabinet approval to fund a project proposal that requests financial support under the Members Community Fund. The project has been submitted by one of the Pontardawe Ward Members.

Executive Summary

2. The Members Community Fund was approved in its present form at Cabinet Board on the 16.05.18 and was launched at an All Members Seminar on the 14.06.18. The Fund is to be used to address local needs and to support projects and initiatives that will contribute towards creating vibrant and sustainable communities.

The Project Development & Funding Unit (PDFU) within ELLL is charged with the governance of the Fund and will act as the Grant Management Organisation.

Bids can be made for projects that enhance existing Council services, assist voluntary sector provision or form part of a larger initiative that is in need of additional financial support.

Eligible projects will include those that enrich the environment, promote non - statutory education and learning, assist Health & Well Being, and promote culture and / or recreation in all its forms.

Another project proposal now seeks funding and has been formally submitted to the PDFU. The bid has been checked for completeness, accuracy and deliverability and is 'fit for purpose' and ready for determination by Cabinet.

Project Proposal

3. Purchase of 3 metal 'Tommy' sculptures for the Royal British Legion (RBL) Pontardawe Branch.

This bid has been developed to 'Assist Voluntary Sector providers.'

Produced by veterans as part of the 'There But Not There' campaign, the 'Tommy' silhouette sculptures commemorate the 100 year anniversary of the WWI Armistice (2018), the 75th anniversary of the D-Day landings (2019) and the centenary of the Royal Charter being given to the Royal British Legion (2021). The sculptures will be used by the RBL Pontardawe Branch every November to raise awareness as part of the 'Poppy Appeal' fundraising campaign. For the remaining months of the year they will be positioned in prominent places at Pontardawe Library, Pontardawe Leisure Centre and Pontardawe Heritage and Visitor Centre.

The demand for the project has been brought to the attention of Cllr Linet Purcell. There is a genuine need to raise awareness, particularly amongst the younger generation, of the sacrifice made by service men and women during both World Wars and in many conflicts since, and to raise much needed funds which will be used to support local veterans, service personnel and their families.

The long term community benefits associated with the project include increased awareness, a better understanding of the suffering endured by those affected by conflict, and the generation of much needed funds. By purchasing these figures from the 'There But Not There' campaign, the RBL will also be supporting other charities including 'Walking with The Wounded', 'Help for Heroes' and 'The Commonwealth War Graves Foundation.'

The request for Grant aid from the Members Community Fund is for £2,328.82 from Councillor Linet Purcell's allocation which is the full cost of procuring the sculptures (no match funding).

Financial Impact

4. In order to win favour in Cabinet all projects must be sustainable. Projects must have a robust exit strategy that places no additional revenue or financial burden on the Council.

The 'Tommy' sculptures will be the responsibility of the RBL Pontardawe Branch, who have made an ongoing commitment to ensuring that they are appropriately cared for, monitored and maintained for the foreseeable future.

This scheme has no financial implications for NPTCBC.

Equality Impact Assessment

5. There is no requirement under the Constitution for an Equality Impact Assessment on this item.

Workforce Impacts

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

Legal Impacts

7. The delivery of the Members Community Fund will come within the purview of the Local Government Act 2000 which introduced well-being powers which enable every Local Authority to have capacity to do anything which it considers likely to promote an improvement to economic, social or environmental well-being in the area. Under section 56 of the Local Government (Wales) Measure 2011 sanction

is given for both Executive and Non - Executive Members to invest within their own Ward.

The Council's Constitution should be referred to for explicit guidance on governance.

Risk Management

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

Consultation

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

Recommendations

10. That the project proposal for the purchase of 3 metal 'Tommy' sculptures for the RBL Pontardawe Branch be approved and that Cllr Purcell's allocation of £2,328.82 under the Members Community Fund be awarded.

Reasons for Proposed Decision

11. 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 31.03.2020.

Implementation of Decision

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

List of Background Papers

13. This Pontardawe initiative has been developed from the Members Community Fund Application Form submitted by Councillor Purcell. The Constitution, Audited Accounts, Quote, Bank Account details and Insurance documentation for the Royal British Legion Pontardawe Branch have been retained for future reference.

14. Officer Contact

Paul Hinder, Project Development & Funding Manager, (ELLL).

Tel: 01639 763390, email: p.hinder@npt.gov.uk

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
CABINET**

**Report of the Assistant Chief Executive and Chief Digital
Officer - K.Jones**

27 March 2019

Section B: Matter for Information

Ward Affected: All

**Officer Urgency Action 0373 re:
Provision of Teacher's Pension Funding to Schools.**

Details of the above Urgency Action taken by the Director of Finance and Corporate Services in consultation with the requisite Members, was for immediate implementation.

There is no call-in of this matter.

The Urgency Action was authorised 15 March, 2019 and for Members' Information a copy of the detailed report is attached.

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

CABINET

REPORT OF THE DIRECTOR OF FINANCE AND CORPORATE SERVICES– HYWEL JENKINS

15 MARCH 2019

SECTION A – MATTER FOR DECISION

WARDS AFFECTED - All

PROVISION OF TEACHERS PENSION FUNDING TO SCHOOLS

1. Purpose of Report

To seek Cabinet approval to provide schools with an additional £845k to fund the increased costs of Teachers Pension costs in 2019-20.

2. Background

As members are aware the 2019-20 Budget report approved by Council on 14 February 2019 stated in paragraph 8.4 that Teachers Pension costs are due to increase from 16.48% to 23.6% on the 1 September 2019. The report also stated that the Council's Budget provided an increase in funding to schools of 4.5% to £85.381m. However this remained £845k short of what was required but this would be supplemented by the Council once confirmation of receipt of a specific grant was obtained.

3. Proposal

The Welsh Government has now confirmed that they are providing £42.1m available to Councils to fund Teachers Pension costs in 2019-20. This Council's share is projected at £1.9m thus enabling the Council to provide the additional £845k to Schools.

As members are aware each School's Governing Body has to review and consider their Budget and determine where there is a budget shortfall whether they need to hold a Staff Dismissal Committee meeting by 21 March 2019. The confirmation of this funding to schools is thus time critical and thus Members approval is sought urgently to approve the distribution of this funding to schools.

It is proposed to distribute the £845k to schools on the basis of Teachers, who are members of the Teachers' Pension Scheme and employed, as at end of February 2019. The additional amount due to each school is set out at Appendix 1 to this report.

4. Crime and Disorder Impact

There are no Crime and Disorder impacts from this proposal.

5. Integrated Impact Assessment

This proposal does not require an integrated impact assessment.

6. Workforce Impacts

This proposal will provide additional funding to schools to meet their increased pension costs due from 1 September 2019. It also provides a better ability to secure the employment of schools staff.

7. Consultation

This proposal does not require consultation.

8. Risk Management

This provides additional funding to schools thus reducing the risk of cuts to school staff roles.

9. Recommendation

It is recommended that members approve the provision of the £845,000 to Schools as set out in this report and shown in Appendix 1.

10. Reason for Proposed Decision

To provide schools with additional funding form specific grant made available by Welsh Government and in line with the commentary in the Council's Budget report approved on 14 February 2019.

11. Implementation of Decision

The decision is proposed for immediate implementation, via an Urgency Action.

12. Appendices

Appendix 1 -

13. Background Papers

Welsh Government letter of 13 March 2019 in relation to funding for increased Pension costs.
Council Budget Report 2019-20 of 14 February 2019

14. Officer Contact

For further information on this report item, please contact:

Hywel Jenkins – Director of Finance and Corporate Services
Email h.jenkins@npt.gov.uk Tel 01639 763251

Appendix 1

Allocation of Additional Funding to Schools re Teachers Pension cost increases 2019-20

	Amount
Abbey Primary	£ 11,310
Alderman Davies CIW Primary	£ 12,838
Alltwen Primary School	£ 6,929
Awel Y Mor Primary School	£ 12,102
Baglan Primary School	£ 9,127
Blaenbaglan Primary School	£ 10,256
Blaendulais Primary School	£ 5,444
Blaengwrach Primary School	£ 5,315
Blaenhonddan Primary School	£ 8,791
Bryncoch CIW Primary School,	£ 5,839
Catwg Primary School	£ 7,846
Central Primary School	£ 13,205
Cilfrew Primary School	£ 8,216
Coed Hirwaun Primary School	£ 6,364
Coedffranc Primary School	£ 12,555
Creunant Primary School	£ 4,440
Croeserw Primary School	£ 6,892
Crymlyn Primary School	£ 2,607
Crynallt Primary School	£ 15,224
Cwmafan Primary	£ 13,211
Cwmnedd Primary School	£ 7,344
Cymmer Afan Primary School	£ 2,399
Eastern Primary School	£ 6,514
Glyncorrwg Primary School	£ 3,651
Gnoll Primary School	£ 10,323
Godre'graig Primary School	£ 5,209
Gwaun-Cae-Gurwen Primary School	£ 5,649
Llangiwg Primary School	£ 5,317
Maesmarchog Primary School	£ 5,918
Melin Primary School	£ 8,143
Pen Afan Primary School	£ 3,991
Rhos Primary School	£ 5,264
Rhydyfro Primary School	£ 5,935
Sandfields Primary School	£ 13,575
St Joseph's Infants School	£ 4,456
St Joseph's Junior School	£ 5,700

	Amount
St Joseph's Primary (Neath)	£ 5,953
St Therese's Primary School	£ 6,064
Tairgwaith Primary School	£ 3,612
Tonna Primary School	£ 5,984
Tywyn Primary School	£ 17,937
Wauanceirch Primary School	£ 6,391
YGG Blaendulais	£ 4,456
YGG Castell Nedd	£ 10,422
YGG Cwmnedd	£ 3,884
YGG Pontardawe	£ 9,792
YGG Rhos Afan	£ 10,430
YGG Tyle'r Ynn	£ 7,483
YGG Cwmllynfell Primary	£ 3,662
YGG Trabannws Primary	£ 5,132
Ynysfach Primary School	£ 6,512
Ysgol Bro Dur	£ 8,656
Ysgol Carreg Hir	£ 12,354
Total Primary Schools	£ 406,623
Maes y Coed Special School	£ 12,654
Ysgol Hendrefelin	£ 22,325
Total Special Schools	£ 34,979
Cefn Saeson Comprehensive	£ 38,022
Cwmtawe Comprehensive	£ 61,832
Cymmer Afan Comprehensive	£ 15,524
Dwr-y-Felin Comprehensive	£ 49,429
Llangatwg Comprehensive	£ 31,083
St Joseph's Comprehensive	£ 36,749
Ysgol Ystalyfera Bro Dur	£ 53,846
Ysgol Bae Baglan Comprehensive	£ 73,316
Ysgol Cwm Brombil Secondary	£ 43,602
Total Secondary Schools	£ 403,403
Grand Total	£ 845,005