



REGENERATION AND SUSTAINABLE DEVELOPMENT CABINET BOARD

***Immediately Following Scrutiny Committee on
FRIDAY, 29 NOVEMBER 2019***

COMMITTEE ROOMS A/B - NEATH CIVIC CENTRE

Part 1

1. Appointment of Chairperson
2. Declarations of Interest
3. Minutes of the Previous Meeting (*Pages 3 - 6*)
4. Key Performance Indicators 2019/2020 - Quarter 2 (1 April 2019 - 30 September 2019) (*Pages 7 - 18*)
5. Commercial Property Grant: 60 Station Road, Port Talbot (*Pages 19 - 34*)
6. Forward Work Programme 2018/19 (*Pages 35 - 38*)
7. Any Urgent Items
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No 2290 (as amended).
8. Access to Meetings
To resolve to exclude the public for the following items pursuant to Regulation 4(3) and (5) of Statutory Instrument 2001 No. 2290 and the relevant exempt paragraphs of Part 4 of Schedule 12A to the Local Government Act 1972.

Part 2

9. Informal Tender for the Disposal for the Former Afan Lido Leisure Centre and Overflow Car Park Site (*Pages 39 - 46*)
10. Proposed Disposal of Land North of Maes Ty Canol, Baglan, Port Talbot (*Pages 47 - 58*)
11. Port Talbot Peripheral Distributor Road Phase 2 - Extension of Statutory Period for the Claim from Associated British Ports Holdings Ltd for Compensation (*Pages 59 - 68*)

S.Phillips
Chief Executive

Civic Centre
Port Talbot

22 November, 2019

Cabinet Board Members:

Councillors: L.Jones and A.Wingrave

Notes:

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

EXECUTIVE DECISION RECORD

18 OCTOBER 2019

REGENERATION AND SUSTAINABLE DEVELOPMENT CABINET BOARD

Cabinet Members:

Councillors: L.Jones (Chairperson) and P.A.Rees

Officers in Attendance:

N.Pearce, C.Morris, M. Thomas, N.Headon and N. Jones

Scrutiny Invitees:

Councillors: S.K.Hunt (Chairperson) and R.Taylor

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor L.C.Jones be appointed Chairperson for the meeting.

2. **MINUTES OF PREVIOUS MEETING**

Decision:

That the Minutes of the 6 September, 2019, be approved.

3. **MINIMUM UNIT PRICING OF ALCOHOL**

Decisions:

That the delegation arrangements in respect of the Environmental Health and Trading Standards Service, set out in version 2.08.16 of the authority's Constitution [i.e. in Part 3 - Officer of the Council Delegation

Arrangements : {c} Environmental Health and Trading Standards - Schedule 1] are amended to:

- a) Add the official Feed and Food Control (Wales) Regulations 2009, The Trade in Animals and Related Products (Wales) Regulations 2011 and the Food Hygiene (Wales) Regulations 2006 and the Law of Property Act 1925 to the list of legislation [set out in the above referred to Schedule 1] delegated to the Director of Environment, the Head of Planning and Public Protection and the Environmental Health and Trading Standards Manager;
- b) That delegation be granted to those officers in [a] above the authority to authorise individual competent and qualified Officers to act under that legislation;
- c) That delegation be granted to those Officers in [a] above the authority to institute legal proceedings under the provisions contained in the official Feed and Food Control (Wales) Regulations 2009, the Trade in Animals and Related Products (Wales) Regulations 2011, the Food Hygiene (Wales) Regulations 2006 and the Law of Property Act 1925 in conjunction with the Head of Legal Services [including the signing of any cautions in accordance with Home Office Guidelines] and, where an alleged offender is being held in custody in relation to an offence, to institute proceedings by way of charge, be approved;
- d) That the Head of Legal Services be authorised to seek amendment of the Constitution by the Council in due course, in order to reflect the above changes to the Authority's delegation arrangements.

Reason for Decisions:

To ensure that the Constitution reflects the implementation of this additional piece of legislation.

Implementation of Decisions:

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

4. **NEATH PORT TALBOT LOCAL DEVELOPMENT PLAN (LDP) –
CONSIDERATION OF: THE FINDINGS, CONCLUSIONS AND
RECOMMENDATIONS OF THE THIRD LDP ANNUAL MONITORING
REPORT (AMR)**

Decision:

That the report be noted.

5. **WELSH GOVERNMENT CONSULTATION: NATIONAL
DEVELOPMENT FRAMEWORK 2020-2040 – CONSULTATION DRAFT**

Decision:

That the responses to the Welsh Government consultation on the draft National Development Framework (NDF) 2020-2040, set out in Appendix 3 of the circulated report, be agreed and authorisation granted to submit a response to Welsh Government.

Reason for Decision:

To ensure that the interests of the Authority are represented and in line with its various statutory duties.

Implementation of Decision:

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

6. **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL - 2019 AIR
QUALITY PROGRESS REPORT**

Decisions:

- 1) That the contents of the 2019 Air Quality Progress Report and Detailed Assessment of Air Quality be noted and agreed.
- 2) That the 2019 Air Quality Progress Report be made available to the public and other stakeholders via the Council website, and a copy sent to the Welsh Government for information.

Reason for Decisions:

To provide information about air quality in accordance with legislative requirements.

Implementation of Decisions:

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

7. **WALES AUDIT REPORT - ENVIRONMENTAL HEALTH**

Decisions:

1. That the Wales Audit Office's findings from the follow up work based on the report: 'Delivering with Less – Environmental Health Services', be noted.
2. That the action plan in response to the proposals for improvement issued by the Wales Audit Office, be approved.

Reason for Decisions:

For the approved action plan to be forwarded to the Wales Audit Office.

Implementation of Decisions:

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

8. **FORWARD WORK PROGRAMME 2019/20**

Decision:

That the Forward Work Programme for 2019/20 be noted.

CHAIRPERSON



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Regeneration and Sustainable Development Cabinet Board

29th November 2019

**Joint Report of
The Head of Planning and Public Protection – N Pearce
The Head of Property and Regeneration – S Brennan
The Head of Adult Services – A Thomas**

Matter for Monitoring

Wards Affected: All Wards

**Report Title: Key Performance Indicators 2019/2020 – Quarter 2
(1st April 2019 – 30th September 2019)**

Purpose of the Report:

To report quarter 2 performance management data for the period 1 April 2019 to 30 September 2019 for Regeneration and Sustainable Development Cabinet Board. This will enable the Regeneration and Sustainable Development Cabinet Board and Scrutiny Members to discharge their functions in relation to performance management.

Executive Summary:

A list of quarter 2 Corporate Plan KPI's with progress comments on each indicator are attached as appendix 1, these do not include those KPI's collected on an annual basis, these will be reported in quarter

4. The full suite of Corporate Plan KPI's can be found in the [Corporate Plan 2018-2022](#).

KPI's that have improved on or achieved target are GREEN status, KPI's that have not achieved target but performance is within 5% are AMBER status and KPI's that are 5% or more below target are RED status.

Where available, performance indicators report quarter 2 target and 3 years of quarter 2 data for comparison.

Appendix 2 provides quarter 2 information for Compliments and Complaints data, collected in line with the [Council's Comments, Compliments & Complaints Policy](#) for Cabinet and relevant Cabinet Board purviews.

Appendices 1 and 2 are new reports from the Corporate Performance Management System (CPMS), which went live in August 2018.

Background:

Not applicable.

Financial Impact:

The performance described in the report is being delivered against a challenging financial backdrop.

Integrated Impact Assessment:

There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring / information purposes.

Valleys Communities Impacts:

No implications.

Workforce Impacts

During 2018/19 the Environment Directorate saw a further downsizing of its workforce (by 4 employees) as it sought to deliver savings of £713k in the year.

Legal Impacts:

This report is prepared under:

- 1) The Local Government (Wales) Measure 2009 and discharges the Council's duties to "make arrangements to secure continuous improvement in the exercise of its functions"
- 2) Well-being of Future Generations (Wales) Act 2015
- 3) The Neath Port Talbot County Borough Council Constitution requires each cabinet committee to monitor quarterly budgets and performance in securing continuous improvement of all the functions within its purview.

Risk Management Impacts:

Failure to produce a compliant report within the timescales can lead to non-compliance with our Constitution. Also, failure to have robust performance monitoring arrangements could result in poor performance going undetected.

Consultation

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

Appendices:

Appendix 1 – Key Performance Indicators 2019/2020 – Quarter 2 Performance (1 April 2019 – 30 September 2019)

Appendix 2 – Compliments and Complaints information – Quarter 2 2019/2020.

Officer Contact:

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

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Performance Indicators







Neath Port Talbot Council









Appendix 1 - Regeneration and Sustainable Development Cabinet Board - Key Performance Indicators -
Quarter 2 -2019/20















Print Date: 22-Nov-2019





How will we know we are making a difference (01/04/2019 to 30/09/2019)?

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
Organisation					
CP/021 - Number of new business start-up enquiries assisted	119.00	152.00	130.00	175.00	 Red
The team continue to deal with a steady flow of requests for business start-up information, advice and support and are on track to achieve the targets set for this financial year.					
CP/032 - PAM/015 - Average calendar days taken to deliver a Disabled Facilities Grant	230.59	256.01	185.38	230.00	 Green
Quarter 2: 133 DFG's/24,656 calendar days taken. The time taken to deliver a Disabled Facilities Grant (DFG) is below the target of 230 days. This can be attributed to the reduced waiting time for a Community Occupational Therapy (COT) assessment.					
CP/042 - PAM/023 - Percentage of food establishments that meet food hygiene standards	94.99	94.88	94.92	95.00	 Amber
Quarter 2: 990 out of 1,043. Performance fluctuates, and is based on the prevailing standards operated by businesses, as discovered during food hygiene inspections. Performance is close to target currently being 0.08% under.					
CP/063 - The number of jobs created/safeguarded as a result of financial support by the local authority	21.00	75.00	295.00	142.00	 Green
Funding applications are progressing well and based on outputs received to date, it is anticipated that targets set for the year will be exceeded.					
CP/077 - Number of biodiversity rich areas protected and/or enhanced	46.00	43.00	43.00	49.00	 Red
The figure is based on the current list of nature conservation sites, which includes Local Nature Reserves, 'Working with Nature' sites and areas that have previously been managed as part of the conservation verge/area scheme. Following a review of the list of sites, a number of sites have been removed, hence there has been a reduction from the 2017/18 figure and the 2018/19 target missed.					
CP/078 - Number of PM10 breaches in the Air Quality Management Area (Port Talbot / Taibach)	4.00	11.00	4.00	18.00	 Green
1 exceedance between 1st July and 30th Sept at Port Talbot Fire Station					

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
CP/110 - Workways + - Number of people helped back to work , training or volunteering	56.00	47.00	80.00	32.00	 Green
Target surpassed for this 2nd quarter of 2019/2020. Support to progress into work, training or volunteering is tailored to the individual. A number of participants will have achieved more than one outcome in their progression to overcome barriers and return to work but will have only been counted once.					
CP/113- PAM/018 - Percentage of all planning applications determined in time	97.25	96.40	97.98	95.00	 Green
Quarter 2: 388 of 396. This is an excellent performance, being a combination of very good 8 week results and demonstrating the continuing good relationship with customers in seeking extensions of time when necessary to determine applications.					
PI/280 - PAM/019 - Percentage of planning appeals dismissed	63.64	66.67	33.33	63.00	 Red
Of the three appeals determined, two were allowed. Given the small number of appeal decisions received, the percentage is affected disproportionately (low in this case)					
PI/366 - PLA/M002 - Average time taken from receipt of application to date decision is issued - days	88.75	83.60	60.20	90.00	 Green
This is a very good performance for Q2 which significantly exceeds target timescales for end-to-end.					
PI/367 - PPN/001ii - Percentage of high risk businesses that were liable to a programmed inspection that were inspected for Food Hygiene	43.93	46.57	48.38	25.00	 Green
10/10/2019- Performance is close to target, with the small carry over of inspections being prioritised for inclusion in Q3 and Q4.					
PI/368 - PPN/001iii - Percentage of high risk businesses that were liable to a programmed inspection that were inspected for Animal Health	33.33	33.33	80.00	60.00	 Green
Of the 5 high risk businesses for Animal Health that were identified, 4 have been inspected. The 5th will be inspected in the 3rd quarter of the year. The service is working to bring high risk inspections forward in the year to ensure that they are completed, freeing up resources for reactive Trading Standards and Animal Health work later in the year.					
PI/370 - BCT/007 – The percentage of ‘full plan’ applications approved first time.	97.44	100.00	95.18	95.00	 Green
79 of 83 - Performance still on target. 2 rejected by Dwr Cymru (out of our control) 2 rejected very poor submissions with applicant refusing to engage					
PI/371 - BCT/004 – Percentage of Building Control ‘full plan’ applications checked within 15 working days during the year.	98.72	97.67	100.00	96.00	 Green

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
83 of 83 Excellent Performance					
PI/372 - PLA/004d - The percentage of all other planning applications determined during the year within 8 weeks	82.64	85.50	85.23	81.00	 Green
Continuing good performance for 'other' applications.					
PI/373 - PLA/M004 - The percentage of major planning applications determined during the year within 8 weeks	50.00	33.33	20.00	40.00	 Red
The 8 week determination window for 'major' applications is incredibly difficult to meet, which is indicated in the performance with just one of five (the replacement for Cefn Season School) determined inside 8 weeks. This low percentage also does not reflect the nature and complexity of applications before the Authority to date. For example, two of the applications were NPT applications, with the proposed coastal defences at Aberafan promenade having complexities to manage and the Plaza Cinema needing to go to Committee (taking it just 2 days over the 8 week target). A further application was for Swansea University which was determined inside 10 weeks, with just one application (residential development at former Clyne school) taking a long period of time due to complexities relating to drainage and biodiversity.					
PI/374 - PLA/004c - The percentage of householder planning applications determined during the year within 8 weeks	97.50	98.73	93.59	97.00	 Amber
Although there has been a reduction in performance against set targets, the performance remains very high. Of 156 applications determined, ten were over the 8 week target. A decision was made on these applications to address outstanding issues with the applicant through amended plans on the current application, rather than refuse applications due to failure to adhere to targets. The average days taken to determine householder applications was 49 days.					
PI/375 - PLA/004b - The percentage of minor planning applications determined during the year within 8 weeks	79.20	79.38	82.56	80.00	 Green
Continued very good performance, albeit remains room for improvement.					
PI/376 - PLA/002 - The percentage of applications for development determined during the year that were approved	94.74	96.92	98.23	95.00	 Green
The percentage of applications approved is higher than target but remains constant, and indicative that the Authority seeks to positively determine applications in the vast majority of cases.					
PI/378 - PPN/001i - Percentage of high risk businesses that were liable to a programmed inspection that were inspected for Trading Standards	66.67	25.00	66.67	60.00	 Green
Of the 15 high risk businesses for TS that were identified, 10 have been inspected. The intention is for the remaining 5 to be inspected by the end of the 3rd quarter The service is working to bring high risk inspections forward in the year to ensure that they are completed, freeing up resources for reactive TS and AH work later in the year.					

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
PI/380 - PLA/M001 – Average time taken from receipt of application to validation of application – days.	18.13	14.37	9.16	15.00	 Green
An excellent performance which indicates that the processes in place to validate applications swiftly and to return invalid applications when matters are not resolved swiftly are working well.					
PI/425 - The percentage of detected breaches in animal health, feed and food standards that have been rectified		43.33	77.50	80.00	 Amber
Of the 40 animal health, feed and food breaches detected, 31 have been rectified via investigation and advice. The outstanding breaches include investigations into food substitution, the presence of prohibited colours and undeclared allergens					
PI/426 - Percentage of breaches in consumer fraud investigations successfully concluded			44.44	40.00	 Green
Of the 18 breaches investigated, 8 have been concluded. The service's focus is currently on a single large scale investigation, which is on it's second phase. A court date has been set, but it is unlikely to conclude before the end of this financial year.					
PI/427 - Total value of consumer fraud investigations concluded (£)			2650.00		
The bulk of this value is related to car related breaches..					
PI/430 - Percentage of private water supplies where a risk assessment has been carried out in accordance with drinking water standards		0.00	66.67	50.00	 Green
2 risk assessments have been completed. 1 premises has ceased trading and no longer requires an RA. 1 has refused entry owner and officers are pursuing access to complete the RA by the end of 2019.					
PI/456 - Number of enterprise events held		6.00		6.00	 NA
Data and narrative to be updated at committee.					
PI/457- Number of completed training weeks for apprenticeship, traineeships and work experience		837.00	12.00	0.00	 Green
At present, the team is working on one project (Magistrates Court). We are expected further projects to commence in Quarter 3, i.e. the Plaza and Cefn Saeson School. We anticipate outputs to increase as the year progresses.					

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
PI/458 - Number of visitors to Neath Town Centre		1163044.00	2228072.00	0.00	 Green
Number of visitors for this period very similar to 2018/19. Very slight decrease.					
PI/459- Bring forward high quality office and light industrial space for inward investment expansion		0.00	990.00		
990 sq metres of refurbished high quality office space created at the former Port Talbot Magistrates Court. Already occupied by an inward investor (ICT)					
PI/462 - Number of business enquires assisted resulting in advice, information or financial support being given to existing companies through Business Services	256.00	302.00	345.00	320.00	 Green
The team continue to deal with a variety of requests for support from local businesses, such as availability of property, funding, training support, etc. Enquiries are progressing well and it is anticipated that targets set for the year will be achieved.					
PI/464 - Number of tourism operators Supported by the Council		14.00	27.00	0.00	 Green
Enquiries from tourism operators included funding enquiries, marketing assistance and advice to a new event which is coming to Neath Port Talbot this year. Also contributing to this output is a series of 'sense of place events' which encourage tourism operators to become more familiar with the area's attractions (such as Margam Park) and undiscovered walks in the area. 16 of the 27 enquiries received so far this financial year relate to tourism operators in the valleys areas of the county.					
PI/465 - Number of Destination Management Plan actions delivered.		15.00	17.00	0.00	 Green
Destination Management Plan actions delivered this quarter range from delivering a series of networking and familiarisation events for tourism operators in the area to securing £1.8 million funding to deliver improvements at Cefn Coed Colliery via Valleys Regional Park. The team also progressed with commissioning a marketing campaign for 2020 and are progressing with the new Neath Port Talbot destination website.					



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

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Performance Indicators

Neath Port Talbot Council

Appendix 2 - Regeneration and Sustainable Development - Compliments and Complaints - Quarter 2 - 2019/20



Print Date: 22-Nov-2019

How will we know we are making a difference (01/04/2019 to 30/09/2019)?

PI Title	Actual 17/18	Actual 18/19	Actual 19/20	Target 19/20	Perf. RAG
Organisation					
PI/268 - Regeneration and Sustainable Development - % of complaints at Stage 1 that were upheld/partially upheld	0.00	0.00	0.00		
out of the 5 Stage 1 complaints received for this period none were upheld. This compares with 6 Stage 1 complaints received for the same period last year which were not upheld.					
PI/269 - Regeneration and Sustainable Development - % of complaints at Stage 2 that were upheld/partially upheld		0.00	50.00		
Two Stage 2 complaint was partially upheld. One was regarding regarding the actions of E. Health officers not providing noise monitors in a HMO property. This was rectified by the placement of monitoring equipment. The other complaint was regarding an altercation by a member of the public with a security guard in the Port Talbot Civic Centre. This was a misunderstanding on behalf of the guard who has been offered additional training.					
PI/270 - Regeneration and Sustainable Development - % of complaints dealt with by the Public Services Ombudsman that were upheld/partially upheld	0.00		0.00		
Only one complaint has been dealt with by the Ombudsman for this period which was not upheld. This compares with none for the same period last year.					
PI/271 - Regeneration and sustainable development - number of compliments received from the public	6.00	2.00	6.00		
Six compliments have been recorded for this period compared with 2 for the same period last year.					



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Regeneration and Sustainable Development Cabinet Board

Date of Meeting: 29th November 2019

Report of the Head of Property and Regeneration – S. Brennan

Matter for Decision

Wards Affected: Port Talbot

COMMERCIAL PROPERTY GRANT: 60 STATION ROAD, PORT TALBOT

Purpose of the Report:

To obtain authority under the Commercial Property Grant scheme, to grant aid external improvement works to the commercial property named above.

Executive Summary:

The proposal is to part fund improvements to the external appearance of the above property, currently used as the “G6 Sports Bar” public house, that would physically enhance the character of Station Road.

It is proposed to refurbish the premises for use as a restaurant/bar, including the rendering of the front elevation and installation of folding entrance doors, thus improving the quality of the built environment and providing employment opportunities, as well as attracting further economic investment to the area.

Background:

Historically the Commercial Property Grant initiative has been part funded by the Authority under the provisions of the Local Government Act 2000, with provision made within the Neath Port Talbot Regeneration Capital Programme for borough-wide projects that target specific commercial centres, Communities First areas and Neighbourhood Renewal Areas.

Provision of £100,000 has been made available for Commercial Property Grant schemes within the 2019/20 Regeneration Capital Programme.

Conditions applicable to the following project will be issued in accordance with the agreed terms for the scheme.

PROPOSAL

Property Address: 60 Station Road, Port Talbot



Brief Description of works:



- External refurbishment of the “G6 Sports Bar” to include the rendering of the front elevation in pale grey, similar to the homes on the former Glan Afan school site, and the installation of bi-fold coated aluminium doors (also including fascia signage that is not included in this grant application).
- The premises is currently used as a public house and is to be refurbished to become a restaurant and bar.



Total Project Cost (inc eligible works & fees): £10,965 (ex VAT)

Total Project Cost including VAT @20% as an eligible cost as the applicant is not VAT registered £13,158 (inc VAT)

Proposed Grant Offer (50% intervention rate): **£ 6,579** (inc VAT)

Financial Impacts:

Grant approval, subject to this report = £6,579

There is sufficient allocation within the Regeneration Capital Programme from which to fund this project.

Integrated Impact Assessment:

A first stage impact assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment has indicated that a more in-depth assessment is not required. A summary is included below.

In line with the Neath Port Talbot EIA screening form guidance we have determined that a full EIA is not relevant. Though the end users of the building will be the general public they will only use the building should they choose to eat/drink in the establishment. Due to the small size of the building the proposed scheme will have low impact on the general public of the County Borough, however accessibility will be an integral part of the development.

Valleys Communities Impacts:

No implications

Workforce Impacts:

No implications

Legal Impacts:

The Commercial Property Grant initiative has been part funded by the Authority under the provisions of the Local Government Act 2000

Risk Management Impacts:

Risks associated with implementing the proposed recommendations:

The Council will not be responsible for any aspect of control of the Works (including for example, design, related investigations, implementation and supervision). The Applicant alone is responsible for everything relating to the Works, including all health and safety matters and for any financial losses. The Council has no legal responsibility for such matters, even if they require approval under the conditions in this manual or Grant Offer Letter.

If the project fails to complete, or does not complete in accordance with the grant terms and conditions, the grant money cannot be claimed. If the project slips over to the next financial year then it is possible that there will not be sufficient funds and the claim process will be complicated.

Risks associated with failing to implement the proposed recommendations:

If the grant is not approved the proposed refurbishment will not be carried out at that time and the locality will not benefit from the resulting regeneration impacts.

Consultation:

There is no requirement for external consultation on this item

Recommendations:

That the grant is approved

Reasons for Proposed Decision:

To implement the provisions of the Commercial Property Grant scheme in accordance with the criteria and terms of administration of the grant, in order to contribute to the regeneration of Port Talbot town centre.

Implementation of Decision:

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

Appendices:

None

List of Background Papers:

First Stage Risk Management Impact Assessment

Officer Contact:

Name: Nicola Jane Bulcraig

Designation: Strategic Development Officer

Email: n.bulcraig@npt.gov.uk

Direct dial: 01639 686683

Impact Assessment - First Stage

It is essential that all initiatives undergo a first stage impact assessment to identify relevance to equalities and the Welsh language as well as an evaluation of how the proposal has taken into account the sustainable development principle (the five ways of working); an incorrect assessment could ultimately be open to legal challenge.

The first stage is to carry out a short assessment to help determine the need to undertake a more in-depth analysis (the second stage).

Relevance will depend not only on the number of people/service users affected, but also the significance of the effect on them.

When completing the first step you must have regard to the following:

- Does the initiative relate to an area where important equality issues have been, or are likely to be, raised? (For example, funding for services to assist people who are victims of rape/sexual violence or individuals with particular care need; disabled people's access to public transport; the gender pay gap; racist or homophobic bullying in schools)
- Is there a significant potential for reducing inequalities, or improving outcomes? (For example, increasing recruitment opportunities for disabled people).
- Does the initiative relate to instances where opportunities to use the Welsh language are likely to be affected or where the language is likely to be treated less favourably? (For example, increase the number of Welsh speakers moving from/to a certain area; closing specific Welsh language services or put those services at risk services;
- Does the initiative relate to the improvement of economic, social, environmental and cultural well-being? To what extent does the initiative prevent things getting worse? (For example, funding for services to assist in cultural well-being; changes in policies that promote independence and/or assist carers)

1. Provide a description and summary of the initiative.

Identify which service area and directorate has responsibility for the initiative.

2. Identify who will be affected by the initiative.

If you answer **Yes** to service users, staff or wider community continue with the first stage of the assessment

If you answer **No** to service users, staff or wider community or **Yes** to 'Internal administrative process only', go to **Question 5 – sustainable development principle**.

3. Using relevant and appropriate information and data that is available to you think about what impact there could be on people who share protected characteristics; whether they are service users, staff or the wider community.

Some things to consider include:

- transport issues
- accessibility
- customer service
- cultural sensitivity
- financial implications
- loss of jobs

Definitions of impacts (either positive or negative):

- High – likely to be highly affected by the initiative
- Medium - likely to be affected in some way
- Low - likely to be affected by the initiative in a small way
- Don't know - the potential impact is unknown

You **must** provide reasons, and indicate what evidence you used, in coming to your decision.

4. Using relevant and appropriate information and data that is available, think about what impact there could be on opportunities to use the Welsh language and in treating the language no less favourably than English.

Definitions of impacts are the same as in **Question 3**.

The classification 'Don't Know' should be categorised as 'High Impact' in both questions 3 & 4.

5. Consider how the initiative has embraced the sustainable development principle in accordance with the Section 7c of the Well-being of Future Generations Act 2015.

Give details of the initiative in relation to the 5 ways of working:

- **Long term** - how the initiative supports the long term well-being of people
- **Integration** - how the initiative impacts upon our wellbeing objectives
- **Involvement** - how people have been involved in developing the initiative
- **Collaboration** - how we have worked with other services/organisations to find shared sustainable solutions;
- **Prevention** - how the initiative will prevent problems occurring or getting worse

6. The most appropriate statement must be selected (and the relevant box ticked) based on the first stage of the assessment and an explanation of how you have arrived at this decision must be given.

In addition a summary of the how the initiative has embraced the sustainable development principle must also be included.

Where the first stage of the assessment indicates that a more in-depth analysis is required the second stage of the assessment will need to be completed and this will need to be started immediately.

A first stage assessment must be included as a background paper for all Cabinet/Cabinet Board/ Scrutiny Committee Reports.

Where the first stage assessment is completed by an accountable manager it must be signed off by a Head of Service/Director.

Impact Assessment - First Stage

1. Details of the initiative

Initiative description and summary:

Commercial Property Grant to part fund external improvements to former “G6 Sports Bar” at 60 Station Road, Port Talbot as part of it’s conversion to a restaurant/bar. External improvements involve pale grey rendering of the front elevation of the building, as well as the installation of powder coated bi-folding doors within the existing recessed entrance. The proposal will improve the appearance of the building and therefore the appearance of Station Road.

Service Area: Property & Regeneration

Directorate: Environment

2. Does the initiative affect:

	Yes	No
Service users		X
Staff		X
Wider community	X	
Internal administrative process only		X

3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		X				Proposal is to improve the external appearance of building only. This benefits users of Station Road.
Disability		X				As above
Gender Reassignment		X				As above
Marriage/Civil Partnership		X				As above

Pregnancy/Maternity		X				As above
Race		X				As above
Religion/Belief		X				As above
Sex		X				As above
Sexual orientation		X				As above

4. Does the initiative impact on:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		X				Proposal is to improve the external appearance of building only and has no impact on the use of language
Treating the Welsh language no less favourably than English		X				As above

5. Does the initiative impact on biodiversity:

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		X				Proposal is to improve the external appearance of building only and has no impact on local biodiversity.

To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		X				Proposal is to improve the external appearance of building only and has no impact on the resilience of ecosystems.
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6. Does the initiative embrace the sustainable development principle (5 ways of working):

	Yes	No	Details
Long term - how the initiative supports the long term well-being of people	X		The proposed improvement to the external appearance of 60 Station Road will improve the appearance of Station Road in the long-term and so improve the quality of life for those that use it.
Integration - how the initiative impacts upon our wellbeing objectives	X		The proposed work supports business to grow the local economy and attract new investment to the area. (NPTCBC Corporate Plan 2019-2022 3.1.3)
Involvement - how people have been involved in developing the initiative		X	The design changes to the building were selected by it's owner in consideration of the enjoyment of the building by it's potential users.
Collaboration - how we have worked with other services/organisations to find shared sustainable solutions		X	The project is not of sufficient scope or scale to require the involvement of other services or organisations.
Prevention - how the initiative will prevent problems occurring or getting worse	X		The proposal will reduce the rate at which the building will deteriorate in condition and appearance, as well as contribute towards reducing the rate at which the overall appearance of Station Road deteriorates in condition and appearance. Potentially the people that use an area will treat it better,

			in terms of reduced rates of vandalism, graffiti and litter, if they consider the quality of their environment to be good or improving.
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7. Declaration - based on above assessment (tick as appropriate):

A full impact assessment (second stage) is not required	√
Reasons for this conclusion	
<p>The proposal is to grant fund part of the cost of external improvement to a single building. The initiative embraces sustainable development by improving the condition and appearance of the built environment, supporting business to grow the local economy and attract new investment to the area. The initiative does not, however, have a significant impact on any specific group of people so a full impact assessment is not required.</p>	

A full impact assessment (second stage) is required	
Reasons for this conclusion	

	Name	Position	Signature	Date
Completed by	Nicola Jane Bulcraig	Strategic Development Officer		19.11.2019
Signed off by		Head of Service/Director		

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REGENERATION AND SUSTAINABLE DEVELOPMENT CABINET BOARD 2019/2020 FORWARD WORK PLAN (DRAFT)

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly Monthly)	Going to Sub Committee Before? Yes/No	Contact Officer/Head of Service
24 January 2020	Local Development Plan 2 - Review Report Consultation Draft	Decision	Annual		Ceri Morris / Lana Beynon
	Consultative Draft – VAWDASV Strategy 2020/2023	Decision	Topical	Feb 2020	Karen Jones/
	CCTV – final Business Case	Decision	Topical	12 December 2019	Karen Jones/ Dave Giles

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly Monthly)	Going to Sub Committee Before? Yes/No	Contact Officer/Head of Service
14 February 2020					

REGENERATION AND SUSTAINABLE DEVELOPMENT CABINET BOARD

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly Monthly)	Going to Sub Committee Before? Yes/No	Contact Officer/Head of Service
20 March 2020	VAWDASV Strategy 2020/2023 – Sign off	Decision	Topical	March 2020	Karen Jones/ Elinor Wellington
	Biodiversity Duty Plan	Decision	Topical		Nicola Pearce/ Ceri Morris

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DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly Monthly)	Community Safety Sub Committee Before? Yes/No	Contact Officer/Head of Service
1 May 2020	Local Development Plan – agree Final Review Report and Delivery Agreement Consultation Draft	Decision	Annual		Ceri Morris / Lana Beynon
	Business Plan	Information	Annual		Claire Jones

REGENERATION AND SUSTAINABLE DEVELOPMENT CABINET BOARD

To be programmed in:

- LDP 2 - Agree Final Delivery Agreement (Ceri Morris/Lana Beynon) – July 2020
- Property Performance Report (*Date TBC to go back later in the year – Re: Dave Phillips*) ????????????
- Rhondda Tunnel (NP & SB)
- Budget Only Meetings
- Business Plans (if needed)
- 2019/20 Quarterly Performance Monitoring
- Various Supplementary Planning Guidance (SPGs) (pre and post consultation)
- Commissioning Strategy for Substance Misuse (next financial year 2020/2021)
- Art Gallery, Port Talbot (Simon Brennan/Andrew Collins) – TBC 2020

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