



## **CABINET**

### **YN SYTH AR ÔL CYFARFOD PWYLLGOR CRAFFU'R CABINET DDYDD MERCHER, 5 CHWEFROR 2020**

### **SIAMBR Y CYNGOR - CANOLFAN DDINESIG PORT TALBOT**

#### **Rhan 1**

1. Penodi Cadeirydd
2. Datganiadau o fuddiannau
3. Blaenraglen Waith 2019/2020 (*Tudalennau 5 - 6*)
4. Strategaeth Hyrwyddo'r Gymraeg - Adroddiad Cynnydd ar gyfer y cyfnod Hydref 2018 - Medi 2019 (*Tudalennau 7 - 30*)
5. Cynllun Gweithredu'r Cymoedd - Adroddiad Cynnydd (*Tudalennau 31 - 68*)
6. Monitro'r Gofrestr risgiau 2019-20 (*Tudalennau 69 - 106*)
7. Monitro Rheolaeth y Trysorlys 2019/20 (*Tudalennau 107 - 112*)
8. Monitro'r Gyllideb Gyfalaf 2019/20 (*Tudalennau 113 - 120*)
9. Monitro'r Gyllideb Refeniw 2019-20 (*Tudalennau 121 - 156*)
10. Siarter Dur y DU (*Tudalennau 157 - 180*)
11. Trefniadau'r Dyfodol o ran Cyfranddaliadau Cyngor Castell-nedd Port Talbot yng Nghwmni Baglan Bay Limited a Coed Darcy Limited (*Tudalennau 181 - 186*)

12. Cronfa Gymunedol yr Aelod - Gwynfi (*Tudalennau 187 - 192*)
13. Cronfa Gymunedol yr Aelod - Gwynfi (*Tudalennau 193 - 198*)
14. Cronfa Gymunedol yr Aelod - Gogledd Castell-nedd (*Tudalennau 199 - 204*)
15. Cronfa Gymunedol yr Aelod - Gogledd Castell-nedd (*Tudalennau 205 - 210*)
16. Cronfa Gymunedol yr Aelod - Gogledd Castell-nedd (*Tudalennau 211 - 216*)
17. Cronfa Gymunedol yr Aelod - Aberafan (*Tudalennau 217 - 222*)
18. Cronfa Gymunedol yr Aelod - Port Talbot (*Tudalennau 223 - 228*)
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21. Cronfa Gymunedol yr Aelod - Port Talbot (*Tudalennau 241 - 246*)
22. Cronfa Gymunedol yr Aelod - Port Talbot (*Tudalennau 247 - 252*)
23. Cronfa Gymunedol yr Aelod - Dwyrain Sandfields (*Tudalennau 253 - 258*)
24. Cronfa Gymunedol yr Aelod - Dwyrain Sandfields (*Tudalennau 259 - 264*)
25. Cronfa Gymunedol yr Aelod - Canol Coedffranc (*Tudalennau 265 - 270*)
26. Cronfa Gymunedol yr Aelod - Canol Coedffranc (*Tudalennau 271 - 276*)
27. Cronfa Gymunedol yr Aelod - Glyncorwg (*Tudalennau 277 - 282*)
28. Cronfa Gymunedol yr Aelod - Tonna (*Tudalennau 283 - 288*)
29. Cronfa Gymunedol yr Aelod - Pontardawe (*Tudalennau 289 - 294*)

30. Eitemau brys  
Unrhyw eitemau brys (cyhoeddus neu wedi'u heithrio) yn ôl  
disgresiwn y Cadeirydd yn unol ag Adran 100b (4)(b) o Ddeddf  
Llywodraeth Leol 1972.

**S.Phillips**  
**Prif Weithredwr**

**Canolfan Ddinesig**  
**Port Talbot**

**Dydd Iau, 30 Ionawr 2020**

**Aelodau'r Y Cabinet:**

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

Mae'r dudalen hon yn fwriadol wag

## 2019/20 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
12 Feb 2020	Members Com Fund (if needed)			P.Hinder
	Non Domestic Rates - High Street and Retail Rates Relief Wales 2020/21			H.Jenkins
	Legal Case Management Software			C.Griffiths
	New HR/Payroll System			H.Jones/ H.Jenkins
	New Legal Case Management System			H.Jones/ H.Jenkins

Tudalen5

Eitem yr Agendaa3

**Cabinet – Forward Work Programme**

<b>Meeting Date</b>	<b>Agenda Items</b>	<b>Type (Decision/ Monitoring Or Information)</b>	<b>Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)</b>	<b>Contact Officer/ Head of Service</b>
<b>19 Feb 2020</b>	Members Com Fund (if needed)			P.Hinder
	Draft Advertising and Sponsorship Policy			K.Jones
	Mayor's Cadets			K.Jones

<b>Meeting Date</b>	<b>Agenda Items</b>	<b>Type (Decision/ Monitoring Or Information)</b>	<b>Rotation (Topical, Annual, Bi-Annual, Quarterly, Monthly)</b>	<b>Contact Officer/ Head of Service</b>
<b>5 March 2020</b>	Budget			H.Jenkins

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Cabinet

5<sup>th</sup> February 2020

### Report of Assistant Chief Executive and Chief Digital Officer K.Jones

#### Matter for Monitoring

**Wards Affected:** All Wards

**Report Title:** Welsh Language Promotion Strategy - progress report for the period October 2018-September 2019

#### Purpose of Report

1. To provide Members with progress made against the Welsh Language Promotion Strategy action plan for the period October 2018-September 2019 (set out in Appendix 1).

#### Executive Summary

2. The Welsh Language Promotion Strategy action plan has two sections. The Progress Report highlights progress against the actions included in Section 1 – ‘Internal and 3rd party interventions under control of Neath Port Talbot CBC’ of the action plan and specifically:
  - progress against actions with target dates of 2018 and 2019
  - progress against actions with a target date of 2023.
3. Progress on actions within Section 2 - Interventions by partner organisations (not under control of Neath Port Talbot CBC) of the action plan are not included in this report. Information has not yet been received from the Strategic Language Forum who are overseeing this work; this may be due to a variety of reasons including: action target dates are 2023, no or limited progress made, organisations with different reporting cycles, etc. When received, progress will be reported to members in due course.
4. The rate of progress has been mixed and while some specific targets have been missed these will be realised within the next year so bringing the plan back in line with its original timescales.

## **Background**

5. Standard 145 (Promotion) of the Welsh Language Standards states that every Local Authority must produce and publish on their website a 5 year Strategy that sets out how they propose to promote the Welsh language and to facilitate the use of the Welsh language more widely in their area.
6. A Member Task and Finish Group was appointed to develop a Welsh Language Promotion Strategy for the county borough.
7. The resulting Welsh Language Promotion Strategy and action plan were adopted by Council on 26 September 2018.

## **Progress made during 2018-2019**

8. The action plan contains actions that could be achieved in the short term, within the first year of implementation, 2018-2019, the medium term, by 2020-2021 and the longer term, 2021-2023.
9. Progress has been reported primarily on those actions with a target date of 2018-2019 as well as progress made during the year on the more medium/ longer term actions.
10. The rate of progress has been mixed for the short term actions due to a number of reasons including, over ambitious target dates, increased officer workloads, sickness/maternity leave, the underestimation of the level of complexity in implementation of some actions; examples of which include the language skills strategy.
11. In some areas, including early years provision, significant progress has been made in promoting the Welsh language to parents and childcare providers. This activity is borne out with the rise in the number of children accessing Welsh Flying Start child care during 2018-2019, 135 compared to 104 in 2017-2018.

## **Financial Appraisal**

12. There are no additional financial impacts attached to the implementation of the Strategy as all actions have been developed within budgetary constraints.

## **Integrated Impact Assessment**

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



### **Valleys Communities Impact:**

14. Progress against a number of actions in the action plan will help promote and support the Welsh language within the valley communities, for example, the use of section 106 monies to support the project in Rhos and the various youth clubs and activities across the county borough.

### **Workforce Impact**

15. There are no direct workforce impacts associated with the Strategy as all actions have been developed taking into account our current workforce and resources.

### **Legal Impact**

16. This report sets out how the Council meets its legal duty under the Welsh Language Standards which has been referenced in the body of this report.

### **Risk Management**

17. There are no direct risk management impacts associated with the report however; there may be a financial risk to the Council for failure to comply with the Welsh Language Standards.

### **Consultation**

18. There is no requirement for external consultation on this item.

### **Recommendations**

19. For Members to note the progress made against the actions in the Welsh Language Promotion Strategy action plan for the period October 2018-September 2019 as contained in Appendix 1.

### **Appendices**

20. Appendix 1 – Welsh Language Promotion Strategy - progress report for the period October 2018-September 2019.

### **List of Background Papers**

[Welsh Language Promotion Strategy and action plan](#)

### **Officer Contact**

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

Mae'r dudalen hon yn fwriadol wag

## **Welsh Language Promotion Strategy**

### **Progress Report for the period October 2018-September 2019**

The action plan sets out what we planned to achieve over the life of the strategy, 2018-2023. As a result some actions span the whole period while others have target dates within this reporting period.

The report focuses on the progress in Section 1 - Internal and 3rd party interventions under control of Neath Port Talbot CBC of the action plan and specifically:

- progress against actions with target dates of 2018 and 2019
- progress against actions with a target date of 2023

Section 2 -Interventions by partner organisations (not under control of Neath Port Talbot CBC), contains actions that have target dates primarily of 2023. Progress on this section has not yet been received from the Strategic Language Forum who are overseeing this work; this may be due to a variety of reasons including: action target dates are 2023, no or limited progress made, organisations with different reporting cycles, etc.

Due to a number of circumstances over the period the rate of progress has been mixed. Although some specific targets have been missed actions will be realised within the next year thereby bringing the plan back in line with its original timescales. In some cases actions have been partially met and again the aim is to fully meet them within the next year where appropriate.

## **SECTION 1 - Internal and 3rd party interventions under control of Neath Port Talbot CBC**

### **Progress against actions with target dates of 2018 and 2019**

#### **Strategic Priority 1. Children and Young People**

##### **1.2 Education – primary sector**

###### **What we said we would do:**

- Launch a county borough wide marketing campaign to promote the advantages of Welsh-medium education and the benefits of bilingualism.
- Ensure that parents are informed and are supported should they wish to continue their child's Welsh-medium education.
- Increase the number of social activities through the medium of Welsh or including Welsh culture and heritage for primary age children

###### **What we did:**

- 'Being Bilingual' booklets have been distributed to all Welsh-medium schools and most are advertising the booklet on their website.

A sub group of the Welsh in Education Strategic Plan (WESP) Forum has been established to review and improve the Neath Port Talbot Welsh-medium education webpages. Relevant documents are currently being considered for inclusion in order to promote the advantages of Welsh-medium education.

Menter Iaith Castell-nedd Port Talbot (MICNPT) has also produced a booklet specifically for NPT which offers [useful information to parents about the Welsh language](#). This booklet along with the 'Being Bilingual' booklet will be included on the new Welsh-medium education webpages.

- Melin Primary School's after school Welsh club, attended by parents and pupils, provides support to those with limited Welsh language skills. This not only ensures pupils are able to better engage with the language but also provides support and confidence to parents who may then view Welsh language education as a possibility for their child.

MICNPT holds a reading club at Ty'r Gwyrhyd which encourages and supports children to read Welsh language books. The aim of the club is to help children of all ages to improve their reading in Welsh. Children can take their own book or choose one at the club. In addition, the club also supports children with Welsh language school homework.

The WESP Forum is currently looking non-Welsh speaking parental/pupil support as part of a wider agenda of transfer of primary pupils to secondary Welsh-medium education.

- The Youth Service has helped deliver Transition Days to primary aged pupils who were transferring to Ysgol Gymraeg Ystalyfera.

### **1.3 Education – secondary sector**

#### **What we said we would do:**

- Work with key partners to create opportunities for children and young people to use Welsh outside of school times to strengthen the link between the language of education and the community.

**What we did:**

- MICNPT, in partnership and independently, hold various clubs/activities within the area. These include: Skills Club (games, crafts music and more!), run during school holidays in a variety of locations; Neath Youth Club, working with Urdd Gobaith Cymru, to provide a youth club for children over 11 years old and Stafell Stwnsh, lunchtimes at Ysgol Gyfun Ystalyfera, where pupils enjoy different activities through the medium of Welsh.

**Strategic Priority 2. Families****2.1 Language Transmission in the Home****What we said we would do:**

- Raise awareness of the importance of language transmission amongst young Welsh speaking adults.
- Organise a marketing campaign targeting young Welsh speaking adults.
- Provide support for parents with children in Welsh medium schools to alleviate concerns about helping with homework.
- Increase family focussed activities through the medium of Welsh.

**What we did:**

- Unfortunately the inclusion of general language awareness programs in personal and social education courses at either Welsh or English-medium schools has not been progressed during this period. However, discussions with relevant officers will be arranged during 2019-2020 academic year to explore how best this can be progressed.

- While the proposed campaign to promote and encourage parents to use Welsh with their children was not realised during 2018-2019 it is hoped that the WESP Forum will include this piece of work in their remit during 2019-2020; sub groups of the Forum have been proposed to address the issues of promoting access to Welsh-medium education/website; developing the workplace/Welsh beyond the classroom, e.g. collaborative working, and Early Years provision.
- The WESP Forum has recognised the issue of non-Welsh speakers possibly not realising their full potential in Welsh medium schools and will be considering actions, to possibly include homework clubs, to address this in due course.
- MICNPT is considering expanding their 'Language Awareness' booklet to make it more relevant for non-Welsh speaking parents of pupils already in a Welsh school but who may be struggling with various aspects of Welsh-medium education provision, e.g. supporting children with homework.

### **Strategic Priority 3. Communities**

#### **3.1 Welsh in the Community**

##### **What we said we would do:**

- Ensure that leisure centres proactively promote the use of Welsh, both in terms of provision and making it visible
- Celebrate the culture and heritage of the county borough

##### **What we did:**

- Although Celtic Leisure has a Welsh Language Scheme there is currently limited provision of Welsh language classes although Welsh language swimming lessons are available. It is recognised that a lack of regular

contact with Celtic Leisure in relation to the actions in the Strategy has led to limited progress being made during 2018-2019, which will be rectified during the coming year.

- Initial discussions have been held with relevant officers to begin to explore the creation of a webpage as a resource for the celebration of the heritage and culture of the county borough. We aim to work with MICNPT, the WESP Forum and local organisations and groups during 2019-2020 to progress this with the anticipated webpage before the end of the year.

### **3.2 Welsh in the Workplace**

#### **What we said we would do:**

- Ensure that numbers of staff are adequate for the level of Welsh being requested in order to comply with the Welsh Language Standards.
- Map current levels of Welsh language skills.
- Provide opportunities for staff to improve their language skills.
- Enable staff and elected Members to be aware of history and culture of Welsh language including compliance with Welsh language legislation.
- Provide intranet support for Welsh speakers and learners.
- Normalise the use of Welsh in the workplace.
- Develop confidence in the use of written Welsh.
- Encourage staff and Elected Members to use Welsh in internal and external meetings and in presentations.



**What we did:**

- There has been little progress made in the development of a Language Skills Strategy. This is a consequence of a range of factors including an ambitious original target date, a prolonged period of staff absence and a significant increase in the workload of relevant officers. In addition, a new HR system is to be introduced over the next 12-18 months which will have significant impact on the implementation of processes linked to a skills strategy. Therefore, it is considered more appropriate to develop the strategy in line with that of the system to ensure their compatibility and so are fit for purpose.
- In order to help inform the development of the Language Skills Strategy it was anticipated that a language skills audit would be undertaken. However for the reasons stated above we have not been able to progress this work. As the audit, strategy and HR system are inextricably linked it is considered more appropriate to progress all three work streams together.
- There are currently 4,000 employees registered on the employee portal (a self-service tool, which enables employees to update a range of personal data including their Welsh language skills) with 875 identifying as having some level of Welsh language skill and 828 identifying as a Welsh learner. There are some caveats in relation to the latter figures: the identification of skill level is subjective, there can be an over- or under-estimation of skill and although the portal enables the ease of updating personal data it is not always undertaken or indeed considered necessary by employees. The numbers quoted therefore cannot be relied upon.
- We have ensured that all relevant employee correspondence invites the employee to notify HR if they wish to use Welsh when dealing with HR on a personal basis as well as wishing to conduct relevant processes/procedures in the Welsh language. All HR forms and policies as identified in the Welsh Language Standards have been translated into Welsh and are available on the intranet.

- Information on the availability of Welsh language training opportunities is available on our [Welsh language training](#) intranet page. 'In the Loop' has also run articles on the subject. Training opportunities include 'Welsh for Beginners', 'Work Welsh' and 'Improve your written Welsh'. These opportunities are available to both employees and elected members.

Information on opportunities within the community to learn or improve Welsh skills have not been so widely advertised and this is something that we hope to address within the next few months

- A successful programme of Welsh language training has been rolled out to staff who wish to learn and improve their Welsh language skills in the social care sector. The programme includes a variety of training including a specialised 10 week (20 hour) face to face course and 10 hour online eLearning Work Welsh for Health & Social Care. Staff can continue their learning on Beginners Welsh lessons accredited by the WJEC (Welsh Joint Education Council).
- The training team work with managers and supervisors to raise the awareness of the Welsh language and the importance of providing the 'Active Officer' in line with the statutory requirements of the Social Services Well-being (Wales) Act and to encourage the support to staff to learn the language and support the provision of good care and support.
- Staff can access new e-learning Welsh Language Awareness Training provided by the local authority. The course offers a history to the Welsh language and the current local context.
- A number of staff have actively sought training and are currently enrolled in various levels of the Centre for Learning Welsh' online learning programmes; two staff have completed the programme since April 2019 and a further two 2 staff have completed a 10 week induction to Learning Welsh course.
- Work Welsh courses are available for staff across the Council. The courses accessed through the Centre for Learning Welsh online and come in 3 different levels:

- Work Welsh Online (58 staff enrolled) – 10 hours for staff wishing to start learning Welsh with little or no knowledge
- Welcome Back Work Welsh (6 staff enrolled) – A follow on from the above, a further 10 hours with more depth and the content is expanded.
- Work Welsh Advanced – (5 staff enrolled) A 10 hour course for workers who speak Welsh but have lost momentum or confidence. This course aims to re-introduce the use of the Welsh language.
- A training programme focussing on Welsh language awareness and compliance with the Welsh language standards has been developed and will be delivered by MICNPT to all accountable managers between January and March 2020. The programme has been informed by the feedback from various compliance monitoring exercises undertaken by the Welsh Language Officer Group during 2018-2019.
- In order to support and promote the use of Welsh internally, Welsh grammar and spellcheck software, Cystill and Cysgair, has been made available to all staff and elected Members.
- While a list of words/simple greetings has not yet been developed, the use of Welsh in meetings/events has grown organically. With Welsh speaking Members using Welsh greetings, etc., at meetings some non-Welsh speaking Members have been encouraged and have felt confident to use simple words and greetings too.

### **3.3 Third party organisations associated with NPT CBC**

#### **What we said we would do:**

- Ensure that all groups or organisations receiving third party funding from the Council meet the Welsh language criteria of the grant

**What we did:**

- Welsh Language Standard requirements have been included in our third sector grant policy. Each successful organisation is required to demonstrate what effect their proposal/project will have on:
  - people's opportunities to use the Welsh language
  - treating the Welsh and English languages equally

**3.4 Linking Economic Development with language****What we said we would do:**

- Ensure that all frontline Economic Development staff provide appropriate information with regard to Welsh language promotion and how it can improve business as a unique selling point.

**What we did:**

- The MICNPT's 'Cymraeg Byd Busnes' officer has been on maternity leave and this has led to the a lack of activity in relation to this action. It is anticipated that some progress will be made on this over the coming year.

## **Progress against actions with a target date of 2023**

### **Strategic Priority 1. Children and Young people**

#### **1.1 Have a positive impact on Early Years provision**

##### **What we said we would do:**

- Provide appropriate Welsh language and childcare training for early years' practitioners in order to increase Welsh-medium provision.
- Increase the number of children attending Welsh-medium early years provision.
- Increase the use of Welsh in playgroups and day nurseries that are primarily English medium.

##### **What we did:**

- A training programme has been developed for early years to support them in Welsh medium provision. The courses facilitated by PACEY (Professional Association for Childcare and Early Years, a charity dedicated to supporting everyone working in childcare and early years to provide high quality care and early learning for children and families) & Dynamix Training were well attended and received by childcare staff. The Early Years and Childcare Unit (EYCU)/Flying Start training programme for September – December 2019 included PACEY Next Steps and Welsh in Childcare courses. In addition CAMAU (a specific Learn Welsh scheme for Early Years Education and Childcare Workforce) Welsh in Childcare courses were promoted to all providers.
- Clwb Cwtsh sessions are running in Baglan and Skewen. Clwb Cwtsh is a fun-filled taster programme aimed at new Welsh learners and focusing on speaking Welsh with young children. During the course, entertainment is provided for the children, assuring that childcare is no barrier for joining.

- EYCU & MICNPT undertook a tour with Magi Ann (a Welsh story character) taking a story and singing session to 19 settings reaching over 250 children.
- The EYCU are looking to adapt and implement a version of the Welsh charter for childcare settings.
- Following a pilot session with PALS Daycare, Early Years Development Officer has offered story/singing sessions to all non-Welsh speaking settings to encourage staff to use more incidental Welsh during the sessions. MICNPT will be assisting with these sessions.
- The increase in the number of, and extension of the offer to, childcare provision amongst Welsh Flying Start settings has ensured Welsh early years provision has become more attractive to parents across the county borough:
  - An additional two settings, Cylch Tir Morfa, Georgie Porgies in Sandfields and Cylch Dechrau'n Deg in Brynhyfryd bringing the number to seven in total.
  - Cylch Cwmnedd have extended their opening hours to offer 30 hour provision.
  - Tir Morfa Cylch has relocated to a new building and now offering wraparound child care.
  - Cylch Meithrin Waunceirch extending school pick up/drop service to provide wraparound child care.

The number of children accessing Welsh Flying Start child care has risen from 104 (2017-2018) to 135 for 2018-2019, while the number of Flying Start child care places has increased from 76 (2017-2018) to 93 for 2018-2019.

- The Early Years Development Officer is
  - working with MICNPT to research and secure venues and volunteers for the Ti a Fi sessions.
  - working closely with the Family Information Service to promote Welsh.

- Welsh resources are being distributed during support visits to primarily English medium playgroups and day nurseries by the development officer. More resources are being planned to aid the promotion of Welsh.

## **1.2 Education – primary sector**

### **What we said we would do:**

- Increase the capacity of Welsh-medium primary schools in key locations and actively consider the opening of new Welsh medium primary schools in the not too distant future.
- Support the development and growth of the Language Charter which encourages the proactive use of Welsh in schools and in the community. Support the Second Language Charter for English medium schools.
- Consider the effects of new housing developments on the growth of Welsh-medium education or the impact on Welsh speaking communities.

### **What we did:**

- Development of additional accommodation at YGG Castell-nedd is currently underway to meet increased capacity. Plans to increase accommodation at YGG Pontardawe and YGG Tyle'r Ynn have been agreed.
- The Welsh Language Charter has now been developed nationally and all Welsh-medium primary schools in NPT are engaged with the scheme. The all through school Ysgol Ystalyfera Bro Dur, a Welsh-medium school, is also engaged. The Charter is currently being introduced in the English-medium secondary schools by an Education through Regional Working (ERW) senior leader.
- MICNPT has been successful in obtaining section 106 monies from the Local Development Plan at Rhos in order to promote, encourage and enhance the use of the Welsh language in the local community, in order to

ensure that the Welsh language becomes an integral part of the new development at Rhos so that the new development can become part of the Welsh speaking community.

The plan will seek to provide activities and information on a wide range of linguistic issues, in order to encourage new residents to participate in the Welsh-medium community within Rhos. This range of activities will be aimed at:

- Residents in the new housing development at Rhos.
- Residents of the village of Rhos.
- Residents from near-by villages who might travel to Rhos (i.e. Bryncoch, Alltwen).

Of these, the plan will seek to ensure a variety of activities in order to appeal to:

- Pre-school age children
- Primary school children
- Secondary school children / young people
- Young People
- Adults
- Families

This action plan will also seek to ensure a variety of opportunities for first language Welsh speakers, Welsh learners and those who are yet to start learning Welsh, but who have an interest in doing so.



### 1.3 Education – secondary sector

#### What we said we would do:

- Increase number of learners in Welsh-medium secondary schools.
- Increase the number of social activities through the medium of Welsh or including Welsh culture and heritage for secondary age children.
- Encourage greater social use of Welsh by pupils attending Ysgol Gymraeg Ystalyfera Bro Dur.
- Provide opportunities for young people in Ystalyfera and Bro Dur to use Welsh in the community.

#### What we did:

- Ysgol Ystalyfera Bro Dur (south campus) opened in the south of the county borough in September 2018. Transfer rates between Welsh medium schools located in the south east of the County Borough (YGG Castell-nedd, YGG Tyle'r Ynn and YGG Rhosafan) to Ysgol Gymraeg Ystalyfera Bro Dur are very high. It is expected there will be an ongoing positive impact on transfer rates over a 6 year period and beyond.

Transfer rates between Welsh medium schools located in the north west of the county borough, traditionally viewed as the Welsh speaking heartland of the authority to Ysgol Gymraeg Ystalyfera are variable and are often low from areas such as Pontardawe, Trebanos and Gwaun Cae Gurwen. The Welsh-medium sector continue to work as a cluster to promote higher transfer rates. This is one of the issues being addressed by the WESP Forum.

- During 2018-2019:
  - Over 30 Welsh Language/Culture activities were run in the community based youth clubs. These included quizzes, cooking, arts and crafts, bingo, board games etc.
  - The Keeping in Touch Team Leader completed the Introduction to Welsh language course;

- Taibach Youth Club took their young people to watch Wales play rugby in the Millennium Stadium as part of their Welsh Culture activities;
- The Youth Service delivered two residential courses in Llangranog, one for Welsh speaking young people focusing on Welsh Culture and the second was a Junior Leaders course with bilingual aspects.
- The Youth Service has developed a Welsh Culture Agored Course which has now been translated and will be delivered in January 2020.
- The Cam Nesa team arranged a visit to St Fagans to look at Welsh Culture;
- Bryn Youth Club had a fun filled evening participating in a youth club Eisteddfod which consisted of a Welsh quiz, St Patricks Day quiz (learning about the history of the Welsh-born patron Saint of Ireland), guess the score in the Six Nations match Wales vs Ireland and best pronunciation of the famous Welsh place name 'Llanfair PG';
- Crynant Youth Club celebrated their Welsh culture by making cards to celebrate Dydd Santes Dwynwen, while also participating in a Welsh quiz and a leek eating competition;
- The young people from Cwmllynfell celebrated Dydd Santes Dwynwen and St David's Day with activities, including sampling some of the most traditional Welsh foods.
- The young people from Glynneath Youth Club participated in activities relating to Dydd Santes Dwynwen. They enjoyed learning about and discussing their Welsh heritage. Bringing their own thoughts and opinions to the activity, it ended with a fun word search competition, which encouraged the participants to develop their personal skills;
- The Youth Service has:
  - employed in partnership with Ysgol Gymraeg Ystalyfera a Welsh language Legacy Youth Worker supporting young people who are at risk of disengagement.

- delivered activity days in Ysgol Gymraeg Ystalyfera, young carers awareness raising session in Ysgol Gymraeg Ystalyfera and Relationship and Sexuality sessions in Welsh.
- employed two Welsh speaking activity workers based in Cwmllynfell Youth Club. This was the first time the service has specifically recruited a Welsh language worker for youth clubs.
- Ysgol Gymraeg Ystalyfera were invited to take part in the Youth Council Elections that took place in the September term and will be contacted again as part of the second round of elections.

## **Strategic Priority 2. Families**

### **2.1 Language transmission in the home**

#### **What we said we would do:**

- Provide childcare through the medium of Welsh

#### **What we did:**

- Two new childcare centres have been established; at Cylch Tir Morfa Georgie Porgies in Sandfields and Cylch Dechrau'n Deg in Brynhyfryd.

## **Strategic Priority 3. Communities**

### **3.1 Welsh in the Community**

#### **What we said we would do:**

- Use communication technology to advertise employment opportunities requiring bilingual skills.

**What we did:**

- We have a dedicated jobs page on the intranet (to internal staff) and internet (public facing) where all vacancies are advertised, including apprenticeships,

The recruiting manager identifies whether the Welsh language is 'essential' or 'desirable' for that post and this is recorded at the time of advertising. If Welsh is 'essential' or 'desirable' the recruiting manager arranges for the advert, job description and job specification to be translated into Welsh and HR places the advert on the jobs pages.

**3.2 Welsh in the workplace****What we said we would do:**

- The Council to comply fully with the Welsh Language Standards.
- Create an environment that encourages greater use of Welsh.
- Promote schemes that visually illustrate that Welsh is welcomed in the workplace.
- Distribute Welsh language promotional material to staff.

**What we did:**

- The Welsh Language Officer Group (WLOG) continue to provide updates to the Council's Equality and Community Cohesion Group meeting.

A number of compliance testing exercises, as well as mystery shopper exercises in partnership with MICNPT, have been undertaken. Feedback from these has informed the development of a training programme, developed by MICNPT. The sessions, to be delivered between January and March 2020, will address

language awareness and reinforce compliance requirements. In addition, the Equality and Community Cohesion Group receive regular updates on complaints received via the Welsh Language Commissioner in relation to alleged non-compliance and the actions required, where appropriate.

- The WLOG ensure articles for the 'Cornel Cymraeg' section of the internal online newsletter, In the Loop, are published in each edition. Help and support resources are available on the Welsh language pages of the performance hub section of the intranet, which includes details on how to obtain lanyards, text for out of office messages, email signatures, when and how to request translation etc.
- While promotional materials are available via the WLOG and the help and support pages on the performance hub they will also be available at each language awareness/compliance training sessions during January – March 2020.

### **3.5 Strengthening links with the Council's key policies and strategies**

#### **What we said we would do:**

- Review the Local Development Plan to strengthen the Welsh language element in relation to all areas of the county borough, not only areas of linguistic sensitivity.

#### **What we did:**

- This has been raised with planning officers who, as part of the review of the Local Development Plan, will ensure that any recommendations to strengthen policy are appropriate and achievable.

Mae'r dudalen hon yn fwiadol wag



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **CABINET**

**February 5<sup>th</sup> 2020**

#### **Report of the Corporate Management Group**

#### **Matter for Information**

#### **Wards Affected: All Neath Port Talbot Valleys Wards**

#### **Valleys Action Plan - Progress**

#### **Purpose of the Report:**

To present Cabinet with an update of progress made to date against the actions identified in the Cabinet response to the Council's Task and Finish Group's recommendations on the Valleys.

#### **Background:**

A report to Cabinet on 17<sup>th</sup> December 2018 outlined the Cabinet response to the Council's Task and Finish Group's recommendations on the Valleys. In the report, a number of future actions were identified, progress against these actions was reported to Cabinet on 31<sup>st</sup> July 2019. The table attached at Appendix 1, provides a further update on progress for the actions identified.

#### **Financial Impacts:**

There are no financial implications attached to this report. Progress has been made against a continuing challenging financial backdrop.

**Integrated Impact Assessment:**

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

**Valleys Communities Impacts:**

The social, environmental and economic success of our Valleys remain an integral crosscutting priority for the Welsh Government, this Council and other stakeholders. The action plan (attached at Appendix 1) is intended to ensure positive outcomes in Valley communities.

**Workforce Impacts:**

No implications.

**Legal Impacts:**

No implications.

**Consultation:**

There is no requirement for external consultation on this item.

**Recommendation:**

For Members to note ongoing progress as contained in this report.

**Reasons for Proposed Decision:**

Matter for information. No decision required.

**Implementation of Decision:**

Matter for information. No decision required.



## **Appendices:**

Appendix 1 – Valleys Action Plan Update

Appendix 2 – List of active childcare applications by electoral ward

Appendix 3 – Map of active childcare applications

Appendix 4 – Members Community Fund Grant spend

## **List of Background Papers:**

- [Cabinet Response to Council Report 17 December 2018](#)
- [Prosperity for All: The National Strategy \(2017\)](#)
- [Our Valleys: Our Future](#)

## **Officer Contact:**

Nicola Pearce, Director of Environment. Telephone: 01639 686681.  
E-Mail: [n.pearce@npt.gov.uk](mailto:n.pearce@npt.gov.uk)

Karen Jones, Assistant Chief Executive and Chief Digital Officer.  
Telephone: 01639 763284. E-Mail: [k.jones3@npt.gov.uk](mailto:k.jones3@npt.gov.uk)

Mae'r dudalen hon yn fwriadol wag

## Future Actions in the Valleys

Priority	Action	Reporting Officer	Progress
<p><b>Transport</b></p>	<p>Ensure applications are made for funding to implement the Integrated Network Map proposals</p>	<p>Dave Griffiths</p>	<p>During 2019/2020 financial year the Council has been awarded a grant of £319K from Welsh Governments Active Travel Fund. A portion of the funding has been used for:</p> <ul style="list-style-type: none"> <li>• Pontardawe Active Travel Route (phase 1) Improvements to the active travel route between Pontardawe and Ystalyfera.</li> <li>• Pre-work – Design, Feasibility &amp; Land Negotiations</li> <li>• Active Travel Route Sign Audit and Design</li> <li>• Audit of Access Control Measures – to determine if barriers are appropriate and are DDA compliant. Barrier removal will be prioritised</li> <li>• Removal/replacement of Access Control Measures (phase 1) – the top ranking barriers will be removed/replaced.</li> <li>• Promotion of schemes, routes and networks, engagement; and monitoring and evaluation.</li> </ul> <p>The Council has been successful in obtaining additional £420K in year grant funding from Welsh Government’s Active Travel Fund. The additional funding is for:</p>

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Priority	Action	Reporting Officer	Progress
	Formally endorse the Welsh Government's proposal to develop Joint Passenger Transport arrangements	Dave Griffiths	<ul style="list-style-type: none"> <li>• Pontardawe Active Travel Route (phase 2)_Improvements to the active travel route between Pontardawe and Trebanos (Phase 3 Trebanos to County boundary would complete the route)</li> <li>• A study into the feasibility of providing a cycle hire scheme.</li> </ul> <p>The consultation on the Welsh Government's White Paper on Improving Public Transport closed on the 27<sup>th</sup> March 2019. The Council submitted a response to the Consultation.</p> <p>Two Joint Transport Authority (JTA) options were outlined in the consultation document, and there was the opportunity to put forward suggestions on how alternative structures could work.</p> <p>The City Deal Joint Committee has recently established a Transport Sub-Committee in shadow form with the agreement of the Welsh Government to address priorities going forward. NPT Council are currently the lead Authority responsible for steering this sub-committee. Terms of Reference for the committee are currently being developed for sign-off.</p>

Priority	Action	Reporting Officer	Progress
	Ensure good take up of the youth card by young people resident in valley communities	Dave Griffiths	The Welsh Government youth card is promoted on the Councils web site. It will also be promoted on the interactive screens at Neath, Port Talbot and the Hub at Port Talbot railway station.  The age of eligibility for the scheme has increased to 21.
<b>Access to health and well-being services</b>	Issue an invitation to the Director of Primary Care, Swansea Bay University Health Board, early 2019, to address elected members on future health service provision for residents of valley communities	Karen Jones	The Chief Executive, Director of Primary Care and the Chair of Swansea Bay University Health Board addressed the Social Care, Health and Wellbeing Scrutiny Committee on 10 <sup>th</sup> June 2019. Thereafter, the Chair and Chief Executive will address Council on an annual basis.
	Bring forward a report on the development of the Safe and Resilient Communities work in Briton Ferry, Melin and Amman Valley areas, making clear recommendations for the further development of the asset based approach	Andrew Jarrett	CVS submitted a successful bid to fund a pilot of the Safe and Resilient work and are in the process of taking this forward.
	Ensure elected Members have an opportunity to comment on the draft mental health strategy for the county borough before it is formally	Andrew Jarrett	The regional Mental Health strategy went to Social Care, Health and Well-being Cabinet Board on 10 <sup>th</sup> June. After scrutiny it was agreed as a high level document, an update

Priority	Action	Reporting Officer	Progress
	signed off by the Regional Partnership Board		on progress is scheduled to be reported to Scrutiny in six months.
<b>A sustainable voluntary sector</b>	Build on the work done through the revision of the Third Sector Grant Scheme to clarify the Council's approach to community anchor organisations/community hubs, with specific reference to the emerging work on asset-based community development	Karen Jones	The Council has taken decisions for the period 2020-2022 to protect investment to key community anchor organisations and this is reflected in revised grant agreements with those bodies.
	Continue to roll-out the Welsh Government's Childcare Offer, working closely with existing child care providers in the valley communities	Chris Millis	<p>In September 2018 delivery of the scheme was piloted in 14 wards in NPT. All wards throughout NPT were included from January 2019.</p> <p>There are currently 1,107 active (approved) applications for the offer (Sept 2018 – Jan 2020). The number of active applications broken down by electoral Ward is attached. <i>See Appendix 1&amp;2*</i>.</p> <p>We continue to analyse postcode data from applications and this highlights areas with lower uptake, which helps target additional promotion and engagement. Those with uptake below 35% will be targeted to make attempts to improve uptake. See appendix 1.</p>

Priority	Action	Reporting Officer	Progress
			<p>A map outlining numbers per ward is included as appendix 2.</p> <p>Following promotion and engagement since the last report, all wards have seen an increase in active applications. On average, wards have seen an increase of 8 applications.</p> <p>A total of £1,715,713 has been paid to childcare providers for 381,280 funded childcare hours. A total of £27,686 has been paid for 1:1 support for children with an additional need or disability to access the Childcare Offer from Sept 18 to Dec 19.</p> <p>135 Childcare Providers have registered to provide the Childcare Offer. Of those, 107 are based within NPT.</p> <p><u>Capital Funding</u> NPT has been awarded £4,255,000 in capital funding from the Welsh Government Childcare Offer Capital Grant Programme for 9 projects to develop Childcare throughout Neath Port Talbot with the aim of co-locating childcare with Foundation Phase Nursery. This includes £610,000 for a small grants pot to improve and develop childcare.</p>

Priority	Action	Reporting Officer	Progress
			<p>Developments around the new childcare settings has been slow, with build costs being higher than initially expected.</p> <p>A total of £207,977.40 has been paid from the allocated £610k to Childcare providers for minor developments and adaptations to improve their setting between June 2019 and December 2019.</p>
	<p>Complete the review of community benefits fund criteria, explicitly considering whether fund criteria can be modified to allow bids for maintenance/replacement/core costs</p>	<p>Andrew Thomas</p>	<ul style="list-style-type: none"> <li>• Any modification to the Guiding Principles that underpin the governance of the Community Benefit Funds must be carried out with the Developer.</li> <li>• The Community Funds generated from Wind, Solar, Biomass and Mineral Deposit are administered through a raft of Developers and there is no 'one size fits all' – sensitive negotiations will need to be had with separate Developers and what is agreed with one may not sit well with another.</li> <li>• The Third Sector Liaison Forum is to investigate Community Funds that yield in excess of £50,000 per annum as Funds that yield less tend not to be worth the pursuit in terms of trying to make wholesale changes to funding criteria.</li> </ul>



Priority	Action	Reporting Officer	Progress
			<ul style="list-style-type: none"> <li>• Some of the Community Funds are not managed by NPTCBC and fall to NPTCVS (Ffynnon Oer) or Pen y Cymoedd Board of Directors (based in Aberdare with 'Vattenfall') or with 'Gamesa' in the Upper Afan Valley. NPTCBC has no jurisdiction on some of the Funds.</li> <li>• The Maes Gwyn Wind Farm Community Fund in Onllwyn and Glynneath does yield in excess of £50,000 per annum and is managed by DELL. This is the only Community Fund that falls into the category that allows further interrogation. Negotiations were held with Company Directors on the 26.02.19.</li> </ul> <p>The Company Directors agreed to a pilot study where Glynneath Training Centre in Glynneath and DOVE in Onllwyn benefit from annual core funding valued at £7,500 each. This will be awarded each year for three years, not as a precedent, but more of an experiment. The only caveat or Condition was that the two Organisations give' the sponsors sufficient exposure or PR on literature, letterheads, flyers, promotional material, etc. to recognise the 'Partnership Working' and the true value of the company in the community ( they feel that residents do</p>

Priority	Action	Reporting Officer	Progress
			<p>not generally understand that many of the built projects and the activities in those communities owe their existence to the funding that has come off the back of the Maes Gwyn Wind Farm which serves Glynneath and Onllwyn).</p> <p>There will be Monitoring Reports produced quarterly for 'Pennant Walters' as part of the Award process and that will form part of the work currently performed with the Maes Gwyn Panellists.</p> <p>This matter was tabled in Voluntary Sector Liaison Forum on 15<sup>th</sup> April 2019 and was reported to the Glynneath Maes Gwyn Panel on the 22<sup>nd</sup> May 2019 and the Onllwyn Maes Gwyn Panel on the 12<sup>th</sup> June 2019.</p> <ul style="list-style-type: none"> <li>• There are caveats associated with modifying Guiding Principles and these need to be fully evaluated before they can be agreed both by the Grant Management Organisation (the GMO/NPTCBC) and the Developer. Legal Advice is being taken to ensure the integrity of the Grant giving process remains and Internal Audit has been contacted to that affect.</li> </ul>

Priority	Action	Reporting Officer	Progress
			<ul style="list-style-type: none"> <li>The sphere of influence does not extend to all Community Benefit Funds – there is no ‘quick win’ to be had but efforts are being made to relax some of the grant giving criteria that has been in place for 6+years.</li> </ul> <p>Information relating to the Members Community Fund Grant spend in the Valleys is attached at Appendix 4.</p>
<b>Employment and Employment sites</b>	Explore funding opportunities with Welsh Government to develop additional industrial units in valley areas	Simon Brennan	Regular discussions ongoing with Welsh Government colleagues over the development of business units in valley areas. Additional allocation made in the regeneration capital programme to take advantage of potential funding opportunities. Potential use of PEDG grant to fund new and refurbished business floor space – feasibility work progressing.
	Continue to encourage Members to engage in the process for reviewing the Local Development Plan	Ceri Morris	The review of the LDP will commence in January 2020 and is likely to take approximately 4 years to complete. The first stage of the process is to prepare and publish a ‘Review Report’ (RR) which identifies the key issues to be considered when taking the existing LDP forward, setting out areas where the current LDP is delivering and performing well, in addition to those areas where changes may be required. In determining the future direction of the Replacement Plan

Priority	Action	Reporting Officer	Progress
			<p>therefore, the review will focus on those areas where the policies are not currently achieving their objectives; this may well necessitate us changing some of our policies and introducing new ones. Many elements and components of the current Plan will however not require anything other than minor amendments to reflect contextual changes and updates to national policy. The second initial stage of the review will be to prepare a Delivery Agreement (DA) which will identify a timetable for the various stages of plan preparation and a Community Involvement Scheme (CIS) which will set out the scope of engagement with stakeholders and the wider community. Both the RR and DA will need to be considered by Council prior to publication and submission to the Welsh Government respectively.</p>
	<p>Deliver the Destination Management Plan and create a Destination Marketing Plan to support the work</p>	<p>Simon Brennan</p>	<p>The Tourism Team has secured £93,000 from Visit Wales to deliver a destination marketing campaign which will showcase key product in both the valleys and urban areas in line with Visit Wales Year of Discovery 2020 and Year of the Outdoors 2021. The campaign will form the majority of our destination marketing activity until December 2020.</p>

Priority	Action	Reporting Officer	Progress
			<p>Procurement exercises have been completed for the above campaign and an open call has been undertaken whereby tourism businesses/ organisations from across the area were asked to cluster together to deliver a series of six experiences identified within the project.</p> <p>A new destination website for Neath Port Talbot is nearing completion.</p> <p>The Tourism Team is due to publish a destination guide to promote the area to potential visitors. It is anticipated that destination guide will be available during February.</p> <p>The new Neath Port Talbot Place Brand has been agreed by Cabinet, a staff workshop was held on 11<sup>th</sup> July 2019 and Tourism Stakeholder workshop was held on 15<sup>th</sup> October 2019. The new place brand has have very positive feedback from our tourism industry partners.</p> <p>The planning application for the Vale of Neath Hub at Resolven Canal Car Park has been approved and expressions of interest have been received from potential leaseholders for</p>

Priority	Action	Reporting Officer	Progress
			<p>the café element of the development. Funding of £160,000 has been secured via Visit Wales to deliver a café, refurbished toilet facilities and improvements to landscaping at the site.</p> <p>£1.8 million has been secured via Welsh Government's Valleys Regional Park initiative to invest in Cefn Coed Colliery Museum and establish the site as a Valleys Regional Park.</p> <p>The Rural Development Plan funded Tourism Development in Neath Port Talbot project which is delivered by the Tourism Team is now complete. The project has contributed positively to the tourism sector and all outputs have been met or exceeded. The project enabled us to deliver a series of videos and photography which showcase our area to visitors, in addition to this the project undertook visitor research and arranged a series of Sense of Place events aimed at increasing familiarity of the area among tourism stakeholders. The project also undertook a visitor information feasibility study which will inform future working in delivering visitor information in partnership with the tourism sector.</p>

Priority	Action	Reporting Officer	Progress
			<p>In late 2019/2020 financial year a new Destination Management Plan will be prepared and a consultation exercise will be undertaken towards the end of 2019/2020 in readiness for launching a new DMP in early 2020/2021 financial year.</p>
	<p>Ensure the current review of the corporate procurement policy explicitly considers how the Council's expenditure can benefit valley communities, basing the approach on the Bevan Foundation 1 in £1 million model or similar</p>	<p>Craig Griffiths</p>	<p>To date we have prepared updated versions of our Contract Procedure Rules, which include reference to compliance with Council related policies and procedures, including the Valley Plan, <i>Our Valleys, Our Future</i>. In April Directorate Management teams were asked to consider these before the official sign off process began.</p> <p>These Contract Procedure Rules were approved by Cabinet and Council in October and November 2019. A training programme has now been prepared for officers with the aim of implementation in March 2020.</p> <p>As facilitated by the Procurement Regulations, provision is built into the New Contract Procedure Rules to assist in engaging local suppliers in Council run tenders. This addresses the commitment given by this Council in our Valleys Strategy and as part of the work undertaken with the voluntary sector and takes into account</p>

Priority	Action	Reporting Officer	Progress
			<p>Welsh Government Guidance and also the approaches by organisations such as the Bevan Foundation as part of their Building Economic Resilience Programme.</p> <p>A local procurement or community wealth building approach encourages the use of local suppliers in order to generate local business growth and keep money spent within the area. This approach also incorporates the principles of sustainability and ethical employment. The desired outcome is to create strong local supply chains and to build wealth in local communities.</p> <p>This approach can be developed in line with the Regulations and can incorporate the statutory goals set by the Well-being of Future Generations (Wales) Act 2015.</p> <p>In particular the Regulations enable the following steps:</p> <ul style="list-style-type: none"> <li>* Linking procurement to wider corporate strategies</li> <li>* Working with local business to test markets (pre-procurement)</li> </ul>



Priority	Action	Reporting Officer	Progress
			<ul style="list-style-type: none"> <li>* Engagement work with business networks (pre-procurement)</li> <li>* Capacity building of social economy organisations</li> <li>* Developing accessible portals (i.e. e-procurement)</li> <li>* Packaging contracts to make them more accessible, for examples, dividing contracts into lots</li> <li>* Streamlining procurement documentation as far as possible</li> <li>* Using social and environmental criteria and awarding contracts in a way which is not just dependent solely on price</li> <li>* Excluding tenders if they do not comply with social or labour law obligations</li> <li>* Restricting some tenders to “sheltered workshops” and “social enterprises” (to participate in such tenders 30% of the organisation’s work force must be “disadvantaged”)</li> <li>* Continuous spend analysis and outcome monitoring</li> </ul> <p>As facilitated by the Regulations, community wealth building principles are built into the</p>

Priority	Action	Reporting Officer	Progress
			<p>Council's new Contract procedure Rules to enable a local procurement approach to be utilised through the Council's procurement activities. In particular the following provisions are included in the Contract Procedure Rules:</p> <ul style="list-style-type: none"> <li>* Consideration of reserved contracts and sustainability at the procurement planning stage (set out in the tender strategy document).</li> <li>* Consideration of the 5 ways of working under the Well-being of Future Generations Act at the procurement planning stage (as set out in the tender strategy document).</li> <li>* Increased emphasis on community benefits at the procurement planning stage (as set out in the tender strategy document with sign posting to the Community Benefits Team).</li> <li>* Inclusion of environmental benefits in the community benefits section of the proposed Contract Procedure Rules.</li> <li>* Emphasis on pre-engagement with local suppliers under the market testing provisions of the proposed Contract Procedure Rules so</li> </ul>

Priority	Action	Reporting Officer	Progress
			as to make local suppliers aware of upcoming opportunities.
	Explore the feasibility of a local employment/training offer for valley residents	Sheenagh Rees	This will be considered but may prove difficult due to the low number of jobs that are currently available.
	Identify a suitable model for providing advice to organisations who wish to set-up as social enterprises	Simon Brennan	<p>Deliver a programme of “Business Bootcamps” within our valley communities to support potential new business start-ups and to provide advice guidance and funding to existing valley located businesses is continuing.</p> <p>Two Bootcamps held to date in the Afan and Dulais Valleys. Planning is underway for the third Bootcamp for delivery in the Swansea Valley.</p> <p>Support the delivery of youth entrepreneurship activity in partnership with Big Ideas Wales using “home grown” business role models to deliver inspirational sessions with a focus of encouraging young people to convert their ideas into action.</p> <p>Planning is underway for two events to be held in Neath and Port Talbot.</p>
	We will develop a scheme to identify, attract, train and	Andrew Jarrett	Across Neath Port Talbot and Swansea we have driven forward a recruitment campaign

Priority	Action	Reporting Officer	Progress
	recruit more local people to work in the local care sector within valley communities, piloting the approach initially in the Amman Valley		<p>to raise the profile of care staff within the whole sector.</p> <p>Alongside this Western Bay Regional Partnership Board commissioned a scoping exercise to develop an alternative to Domiciliary Care. In essence, this was to assess the viability of setting up a Social Enterprise in difficult to reach areas of the market. The exercise found that any direct competition with existing Domiciliary Care agencies was likely to destabilise an already fragile market. However, the finding of the scoping was that there was a benefit in setting up a local 'home help scheme' with local people supporting vulnerable people within their local community. It is now intended to pilot such a scheme in the Amman Valley.</p>
<b>Community Regeneration</b>	<p>Continue to work with the Welsh Government and wider partners to develop a range of propositions for developing jobs and services within valley communities such as:</p> <ul style="list-style-type: none"> <li>• Securing a share of the £25 million of capital investment announced in the Welsh Government for</li> </ul>	Simon Brennan	Regular discussions ongoing with Welsh Government colleagues to develop strategic projects to be funded through the Neath Strategic Hub designation. Funding proposal

Priority	Action	Reporting Officer	Progress
	<p>the Neath Strategic hubs to link with the priorities of the Ministerial Taskforce for the valleys focused on attracting investment and job creation</p> <ul style="list-style-type: none"> <li data-bbox="640 986 1066 1129">• Bid for further development of Cefn Coed as part Of the Valleys Landscape Park</li> <li data-bbox="640 1246 1066 1315">• Progress of work with Friends of Pontardawe Arts</li> </ul>	<p>Simon Brennan</p> <p>Andrew Thomas</p>	<p>submitted to Welsh Government for the Neath Town Centre Redevelopment.</p> <p>Funding also approved for 2 projects to promote the development of the Foundational Economy in the valleys and to promote local procurement.</p> <p>Formal approval received for Targeted Regeneration Investment (TRI) funding for the Crown Strategic Site. Contract work commenced in October 2019.</p> <p>Welsh Government In Principle Approval of £1.45m for the development of a Transport Hub for Neath. Funding will help secure property acquisitions required for the delivery of the project.</p> <p>£1.8 m awarded by Welsh Government to establish Cefn Coed Colliery Museum as one of the Valleys Regional Gateway sites. Discussions ongoing with Welsh Government over the transfer of the site to NPT.</p> <p>The business case prepared by the consultant funded by the Arts Council of Wales (ACW), indicates strongly the financial</p>

Priority	Action	Reporting Officer	Progress
	<p>Centre and the Arts Council for Wales to secure the future of the venue</p> <ul style="list-style-type: none"> <li>• Planning application received for the Afan Valley Adventure Park</li> </ul>	Ceri Morris	<p>benefits of the introduction of a cinema facility at Pontardawe Arts Centre.</p> <p>The next step is to appoint an architect to design and cost the construction of the facility. There is additional ACW funding available for this. At this juncture it is still intended to open the cinema facility within the 2020/2021 financial year.</p> <p>Members have approved capital funding up to £500,000 to support this development. Additional capital funding is expected from the ACW and the Friends of Pontardawe Arts Centre will continue to support this venture.</p> <p>This was an outline planning application for a proposed adventure resort comprising 600 no. lodges/apartments, 100-bed hotel with associated spa, central plaza containing restaurants, leisure activities and shops, adventure activities and associated buildings (including X-sports, alpine/ski, forest activities and Trax &amp; Trail), restaurants and associated administration and maintenance buildings and parking for approx. 850 cars, plus associated landscaping, drainage and engineering operations including re-profiling of land, boundary treatment, retaining structures,</p>

Priority	Action	Reporting Officer	Progress
			<p>external lighting and CCTV, and diversion of public rights of way (App Ref: P2018/0493). It was reported to Planning Committee on the 19<sup>th</sup> March 2019 where Members resolved to grant planning permission subject to conditions and upon the signing of a legal agreement. Unfortunately, due to an investigation into the actions of the applicant, the company is now within the control of the administrators. Nevertheless, one of the partners involved in the project and the founder of the Center Parcs concept still wishes to progress this project, has secured commitment from many of the partner organisations and is in the process of securing alternative funding arrangements. Members at a meeting of the Planning Committee on the 24<sup>th</sup> September 2019 agreed to a further 6 month extension of time to secure the signing of the S106. Discussions with the developer have continued, and work will now commence on drawing up the legal agreement and, should it be signed by all parties, the permission will be issued. The developers would then have three years from the grant of outline planning permission to submit their reserved matters (these are the details relating to the outline planning permission).</p>

Priority	Action	Reporting Officer	Progress
	<ul style="list-style-type: none"> <li data-bbox="636 320 1057 576">• Work to restore East Pit – Is there is potential for the site to be used for tourism led regeneration in due course and the support of Celtic Energy will be needed to progress this</li> <li data-bbox="636 1098 1057 1209">• Work with RCT Council on the possible reopening of the Rhondda Tunnel</li> </ul>	<p data-bbox="1173 320 1339 352">Ceri Morris</p> <p data-bbox="1144 1098 1368 1129">Simon Brennan</p>	<p data-bbox="1447 320 2101 1018">Coaling at East Pit is now complete and the restoration is underway. It is anticipated that restoration will be complete in March 2020. The operators of the site have made a number of approaches to potential tourism led developers but due to the scale of the restoration required and the fact that up until recently it was a working site, they have had difficulty in explaining/illustrating how a tourism scheme could be delivered on the landscape that was present at the time. Despite this, there is currently still interest in developing tourism led projects on this site, with one organisation having had a number of productive meetings with the Council and Celtic. It is hoped that as restoration progresses and an appropriate platform for future uses is created, future developers will be attracted to the site.</p> <p data-bbox="1447 1098 2085 1315">Consultants, Planning Solutions Consultancy Limited have been appointed to undertake stakeholder consultations and develop a business case for the re-opening of the Rhondda Tunnel as a cycling and walking based visitor attraction. A stakeholder</p>





Priority	Action	Reporting Officer	Progress
	<ul style="list-style-type: none"> <li>Rheola – continued work with Natural Resources Wales (NRW), Welsh Government and private sector to resolve complex land issues and pursue a leisure based development</li> </ul>	Ceri Morris	<p>Powys and Neath Port Talbot Councils, with NPT having agreed to take the lead on behalf of both Authorities in respect of the provision of information and professional support at all stages of the process.</p> <p>The Draft Joint Venture Agreement, Project Status Report and supporting information were reported to Cabinet on 8<sup>th</sup> May 2019. This site is allocated within the LDP for Tourism Led Regeneration. A planning application has also received a resolution to grant permission for such a development subject to the signing of a section 106 agreement. Unfortunately, since that resolution was made the land-owner sold part of the site and it has subsequently been identified that illegal tipping of waste has taken place. This is a matter which is being pursued by NRW against a number of parties who are responsible for illegally tipping material on the site. NPT have been in discussions with the current landowner and a number of potential developers, however it is difficult to progress things until further clarity is provided on the legal case and until funds are identified to remediate the impacts of the tipping. Despite this, a company who has a financial and potentially controlling interest in</p>

Priority	Action	Reporting Officer	Progress
			the Rheola House and associated historic park and gardens elements of the site has recently completed the purchase of the remainder of the site, and now that the two parts have returned to the control of one owner, the regeneration of the site is more likely to be secured.
<b>Culture and Inclusion</b>	Provide a regular update to the Cabinet Scrutiny Committee on the progress being made in implementing the Welsh Language Promotional Strategy and the development of the work to address digital inclusion, drawing out the benefits being delivered in valley communities.	Karen Jones	<p>The Welsh Language Promotion Strategy went to Corporate Director's Group in November 2019 and is scheduled to go to Cabinet Scrutiny in February 2020.</p> <p>A report on work to tackle digital inclusion was presented with the Public Services Board Annual Report to Cabinet and Council in July 2019.</p>
<b>Impact Assessment/Monitoring</b>	Update report templates to make impacts on valley communities clearer in reports	Karen Jones	The report template has been amended and training has been delivered to all report authors. The new template was rolled out during May 2019.
	Identify valley champions in each scrutiny committee	Karen Jones	<p>Valley Champions have been identified for each scrutiny committee as follows:</p> <ul style="list-style-type: none"> <li>• Cabinet - Cllr Sonia Reynolds</li> <li>• Education - Cllr Dave Whitelock</li> <li>• Social Care, Health and Wellbeing - Cllr Arwyn Woolcock</li> </ul>

Priority	Action	Reporting Officer	Progress
			<ul style="list-style-type: none"> <li>• Regeneration - Cllr Dean Cawsey</li> <li>• Street-scene - Cllr Charlotte Galsworthy</li> </ul>

## ***Appendix 1***

### **Building Economic Resilience in the Valleys Project - Update from the Bevan Foundation**

The Project Officer for the Building Economic Resilience came into post on 4<sup>th</sup> March. The initial focus has been to map the project landscape and partners that we will work with over the next two years. A project plan, milestones and monitoring framework have been developed. Much of the work on the concept of resilience has been reviewed and used to develop our own understanding of it and to convey why we believe it is the best framework to use for bringing change to the South Wales valleys. This has taken the form of a concept discussion paper, which has been shortened to a blog on resilience. The Welsh Government's Valleys taskforce has a new Minister leading it and it is now three years since its conception. An analysis of the work of the task force to date has been produced, along with where the project can add most value to it at this juncture and leading into 2021. Closely related to this, the Welsh Government has also opened a fund to develop foundational economy projects, which will be open for bids shortly. To coincide with this, a workshop will take place with partner organisations to help frame any bids that go in to the fund, to look at how they can ensure they contribute towards new ways of building economic resilience and are in line with its key principles.

The partnerships that the Bevan Foundation deliver in the first phase of the project will be on procurement and social business (procurement first as it is suspected it may require more than six months). The second phase partnerships will be on community assets and new financial instruments. Procurement is a particularly crowded discussion area at the moment, and as such the

research has proved extensive and remains ongoing. Nonetheless, this could also be advantageous. Welsh national policy and guidance is currently being overhauled and it is likely that government consultation in this field will co-inside with the procurement partnership activity, providing a good opportunity to influence and provide first hand input into government thinking.

In the process of getting out-and-about and making connections, representatives from the Bevan Foundation have attended workshops by Unltd, which are being delivered in the Valleys to current and prospective social entrepreneurs. They have written a blog on social business in the valleys, which can be accessed here: <https://www.bevanfoundation.org/commentary/social-business/>. The project was also quoted recently in the Western Mail in a piece they did on the UK Competitiveness index and in the Merthyr Express on the same topic.

Next steps are to complete the partnerships terms of reference, finalise the make-up and activity of the partnerships on procurement and social business, produce a briefing on procurement, continue meetings with all project partners and potential additional partners, and arrange the first thought leader / seminar of the project.

## Appendix 2

### \*Active Childcare Offer Applications by Electoral Ward (as at 9<sup>th</sup> January 2020)

Ward	Number of Active Applications	Number of eligible children	%
Aberavon	44	65	67%
Aberdulais	16	47	34%
Allt-Wen	31	41	75%
Baglan	70	108	65%
Blaengwrach	12	27	45%
Briton Ferry East	25	35	72%
Briton Ferry West	15	34	44%
Bryn and Cwmavon	46	85	54%
Bryn-Coch North	21	17	124%
Bryn-Coch South	59	104	57%
Cadoxton	5	23	22%

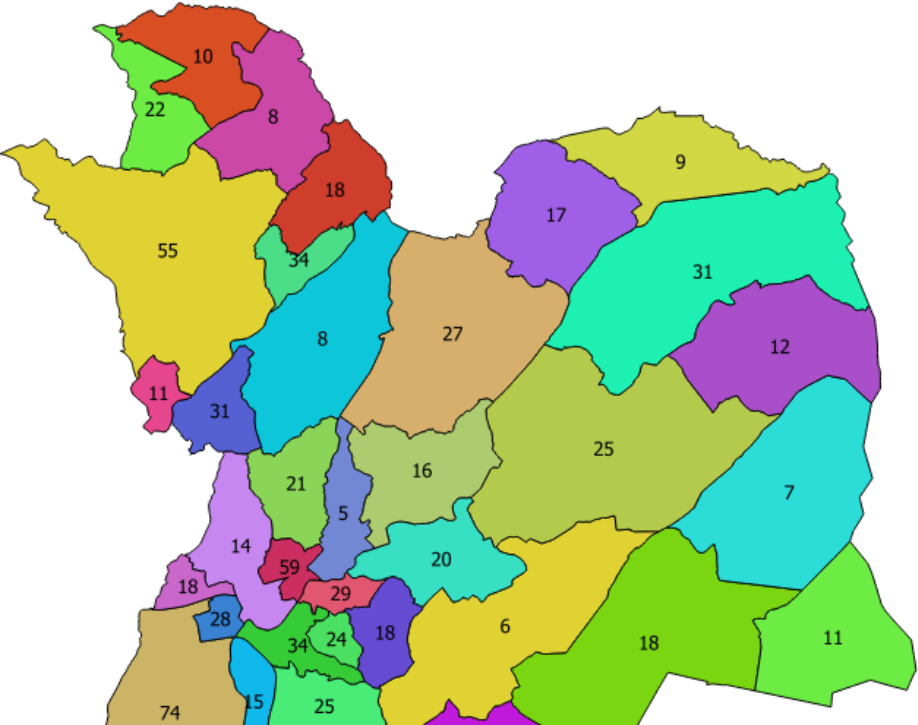
<b>Ward</b>	<b>Number of Active Applications</b>	<b>Number of eligible children</b>	<b>%</b>
Cimla	18	51	35%
Coedffranc Central	28	45	62%
Coedffranc North	18	51	36%
Coedffranc West	74	55	135%
Crynant	27	25	108%
Cwmllynfell	8	18	44%
Cymmer	18	27	68%
Dyffryn	14	43	32%
Glyncorwg	7	14	49%
Glynneath	31	53	58%
Godre'r Graig	34	30	114%
Gwaun-Cae-Gurwen	22	34	64%
Gwynfi	11	11	101%
Lower Brynamman	10	14	71%
Margam	11	52	21%
Neath East	34	86	40%
Neath North	29	42	70%
Neath South	24	90	27%
Onllwyn	9	17	53%
Pelenna	6	13	46%
Pontardawe	55	79	70%
Port Talbot	44	82	53%
Resolven	25	37	67%
Rhos	8	39	21%
Sandfields East	41	80	51%

Ward	Number of Active Applications	Number of eligible children	%
Sandfields West	40	68	59%
Seven Sisters	17	35	49%
Tai-bach	51	56	91%
Tonna	20	30	66%
Trebanos	11	17	64%
Ystalyfera	18	35	51%
<b>Total</b>	<b>1107</b>	<b>1915</b>	

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*Appendix 3*

**Map of Active Childcare offer Applications**



**Appendix 4****Members Community Fund Grant Spend in the Valleys**

<b>Councillor</b>	<b>Ward(s)</b>	<b>Project Description</b>	<b>Amount Requested</b>	<b>Status</b>
Cllr Carolyn Edwards	Blaengwrach	Redevelopment of Cwmgwrach Welfare Park.	£5,000.00	<b>Awarded</b> at Cabinet Board on 05.12.18
Cllr Carolyn Edwards	Blaengwrach	Installation of a roundabout at Vale of Neath Leisure Centre Play Area	£4,630.32	<b>Awarded</b> at Cabinet Board on 25.09.19
Cllr Martin Ellis (ME) Cllr Charlotte Galsworthy (CG) Cllr Rhidian Mizen (RM) Cllr David Whitelock (DW)	Pelenna, Bryn & Cwmavon	Pontrhydyfen RFC Pitch Drainage Project at Oakwood	£4,627.50 (ME) £2,000.00 (CG)	<b>Awarded</b> at Cabinet Board on 25.07.18



Councillor	Ward(s)	Project Description	Amount Requested	Status
			£2,000.00 (RM) £2,000.00 (DW)	
Cllr Rhidian Mizen (RM) Cllr David Whitelock (DW)	Bryn & Cwmafan	Pitch improvement/ drainage scheme for Parc Seincyn Powell (Parc y Llyn)	£1,812.75 (RM) £1,812.75 (DW)	<b>Awarded</b> at Cabinet Board on 20.02.19
Cllr Rhidian Mizen (RM) Cllr David Whitelock (DW)	Bryn & Cwmavon	Renew roof of Parc y Llyn Changing Pavilion.	£5,832.00 (RM) £5,832.00 (DW)	<b>Awarded</b> at Cabinet Board on 29.05.19
Cllr Rhidian Mizen (RM) Cllr David Whitelock (DW)	Bryn & Cwmavon	Rugby posts with sockets for Parc y Llyn.	£355.25 (RM) £355.25 (DW)	<b>Awarded</b> at Cabinet Board on 19.06.19
Cllr Sian Harris	Crynant	Essential items of camping equipment for the 8 <sup>th</sup> Neath Crynant Scouts.	£1,060.91	<b>Awarded</b> at Cabinet Board on 02.10.19
Cllr Sian Harris	Crynant	Installation of a self-closing safety gate at Crynant play area.	£1,004.00	<b>Awarded</b> at Cabinet Board on 30.10.19
Cllr Hugh Jones	Cwmllynfell	Floodlighting upgrade at Cwmllynfell RFC	£2,472.80	<b>Awarded</b> at Cabinet Board on 20.11.19
Cllr Scott Jones	Cymmer	Partition dividers for Cymmer Afan Fitness Suite.	£5,000.00	<b>Awarded</b> at Cabinet Board on 25.09.19
Cllr Del Morgan	Glynneath	Disabled Crossing provision at Park Avenue, Glynneath.	£10,000.00	<b>Awarded</b> at Cabinet Board on 31.07.19
Cllr Simon Knoyle	Glynneath	To provide and install park furniture to include benches, picnic tables and recycling units	£9,976.00	<b>Awarded</b> at Cabinet Board on 31.07.19

Councillor	Ward(s)	Project Description	Amount Requested	Status
		within the Welfare Park, Glynneath.		
Cllr Rosalyn Davies	Godre'rgraig	Improvements to provision at Hodgson's Road Play Area	£10,000.00	<b>Awarded</b> at Cabinet Board on 25.09.19
Cllr Sonia Reynolds	Gwaun Cae Gurwen	Community transport initiative in partnership with Dansa.	£10,000.00	<b>Awarded</b> at Cabinet Board on 05.12.18
Cllr Jane Jones	Gwynfi	Improvements to Gwynfi Miners Welfare Sports Hall – complete forced drainage system, redecorate and repair wooden floor	£5,322.00	<b>Proposal</b> to Cabinet Board 05.02.20
Cllr Jane Jones	Gwynfi	Improvements to Margaret's Terrace Play Area	£4,654.48	<b>Proposal</b> to Cabinet Board 05.02.20
Cllr Arwyn Woolcock	Lower Brynamman	Canolfan Maerdy Welfare Support - bid to extend the working hours (by 6 hours/week x £8/hour x 100 weeks, plus 20% on - costs) of a part time Community Development Coordinator to facilitate the operation of a locally based drop - in wellbeing and welfare support service.	£5,760.00	<b>Awarded</b> at Cabinet Board on 12.09.18
Cllr Arwyn Woolcock	Lower Brynamman	Extend and connect the public woodland walks and interpretative footpaths circumnavigating the Amman	£2,790.00	<b>Awarded</b> at Cabinet Board on 27.03.19

Councillor	Ward(s)	Project Description	Amount Requested	Status
		Valley Trotting Club in Tai'rgwaith, Lower Brynamman.		
Cllr Arwyn Woolcock	Lower Brynamman	Installation of 2 benches (Banwen Place and New Road).	£1,202.00	<b>Awarded</b> at Cabinet Board on 19.06.19
Cllr Dean Cawsey	Onllwyn	Environmental Community Ranger post for 3 years.	£10,000.00	<b>Awarded</b> at Cabinet Board on 30.10.19
Cllr Linet Purcell	Pontardawe	Develop a child friendly space in the courtyard at Pontardawe Heritage Centre.	£971.00	<b>Awarded</b> at Cabinet Board on 05.12.18
Cllr Linet Purcell	Pontardawe	Crowd control barriers for Pontardawe Arts Centre	£1,095.50	<b>Awarded</b> at Cabinet Board on 20.02.19
Cllr Linet Purcell	Pontardawe	Flatbed scanner for Swansea Valley History Society	£1,365.00	<b>Awarded</b> at Cabinet Board on 06.03.19
Cllr Linet Purcell	Pontardawe	Purchase of x3 metal 'Tommy' figures as part of the 'There But Not There' campaign.	£2,328.82	<b>Awarded</b> at Cabinet Board on 27.03.19
Cllr Anthony Richards	Pontardawe	Purchase of equipment in support of the Enterprise Programme for disengaged Comprehensive school pupils and adult volunteers.	£8,826.36	<b>Awarded</b> at Cabinet Board on 31.07.19
Cllr Linet Purcell	Pontardawe	Convert and adapt an underutilised room at Rhydyfro Primary School into a multi-functional space for wider community use.	£4,239.68	<b>Awarded</b> at Cabinet Board on 25.09.19
Cllr Dean Lewis	Resolven	Play area at Bryn Golwg additional play equipment.	£4,995.00	<b>Awarded</b> at Cabinet Board on 30.10.19

<b>Councillor</b>	<b>Ward(s)</b>	<b>Project Description</b>	<b>Amount Requested</b>	<b>Status</b>
Cllr Dean Lewis	Resolven	Establish a kitchen facility within the Resolven Miners Welfare Hall.	£4,000.00	<b>Awarded</b> at Cabinet Board on 30.10.19
Cllr Alex Thomas	Rhos	Restoration of a BMX pump track in Rhos Park	£9,990.00	<b>Awarded</b> at Cabinet Board on 10.07.19
Cllr Stephen Hunt	Seven Sisters	Supply and installation of an 'Ability Swing' with enclosure at Ynysdawley Playing Fields	£10,000.00	<b>Awarded</b> at Cabinet Board on 08.05.19
Cllr Alun Llewellyn	Ystalyfera	Supply and installation of a 25m zip wire for Parc y Farteg	£10,000.00	<b>Awarded</b> at Cabinet Board on 19.06.19



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **CABINET**

#### **REPORT OF THE HEAD OF FINANCE – HUW JONES**

**5<sup>th</sup> February 2020**

#### **Matter for Monitoring**

#### **Wards Affected - All**

#### **2019-20 Risk Register Monitoring**

#### **Purpose of the report**

1. To provide Cabinet with an update on the Council's Strategic Risks.

#### **Executive Summary**

2. The Council's Risk Management Policy was approved by Cabinet on 27<sup>th</sup> June 2018. This policy requires that, on a 6 monthly basis, Cabinet:

- Reviews and monitors the Strategic Risk Register

This report ensures compliance with that Policy.

#### **Strategic Risks**

3. The Strategic Risk Register is included at Appendix 1 of this report. Members should note the inclusion of a new Strategic Risk, SR19 which relates to changing demographics.

#### **Integrated Impact Assessment**

4. There is no requirement for an Integrated Impact Assessment as the report is for monitoring purposes only.

## **Valleys Communities Impacts**

5. No Impact.

## **Workforce Impacts**

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

## **Legal Impacts**

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

## **Risk Management Impact**

8. This report ensures compliance with the approved Risk Management Policy.

## **Consultation**

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

## **Recommendations**

10. It is recommended that Cabinet monitor the risks set out in Appendix 1 to this report.

## **Reason for Proposed Decision**

11. To ensure compliance with the approved Risk Management Policy.

## **Appendices**

12. Appendix 1 - Strategic Risk Register

## **Background Papers**

13. Risk Management Policy – Cabinet 27<sup>th</sup> June 2018



## **Officer Contact**

14. For further information on this report item, please contact:

Huw Jones – Head of Finance

Tel: 01639 763575      E-mail: [h.jones@npt.gov.uk](mailto:h.jones@npt.gov.uk)

## Strategic Risk Details

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR01	Asset Management - Failure of Major Infrastructure	Nicola Pearce	Financial	14/01/2020	Threat	Treat	 High 22/08/2018	 Medium 22/08/2018	

### Existing Controls

1. Highways Asset Management Plan
2. Fleet Asset Management Plan
3. Property Asset Management Plan
4. Capital Programme
- . Capital Programme Monitoring Group
6. Treasury Management Policy7
- . Revenue budget funding
8. Large number of smaller asset transfer activity to community groups - bowling greens, sports pitches, community Centre's etc.
9. Tip inspections
10. Flood and Water Management Plan



Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>•Fleet Asset Management Plan in place.</li> <li>•Renewals Programme and Investment Plans in place. Annual reports to Streetscene &amp; Engineering for Scrutiny and approval of procurement programme.</li> <li>•All vehicles and plant purchased off National and Regional Framework, or Council's approved list of suppliers.</li> <li>•External BSI audits on Workshops.</li> <li>•Internal and Health &amp; Safety Audits.</li> <li>•Vehicle and Plant disposals via Auctions.</li> </ul>	Dave Griffiths	80	03/01/2017	31/03/2020	*All Transport functions are now consolidated under a single Integrated Transport Manager supported by a Fleet Manager and a Passenger Transport Manager. •The Fleet Manager is the registered 'O' License holder for the Authority. If the 'holder' be incapacitated three other members of staff have been trained and are qualified CPC holders
*Highway Asset Management - Bridges & Structure's *Deal with alternative route for	Dave Griffiths	2	01/03/2018	31/03/2022	*Preliminary investigations underway, detailed design planned for 2019/20. *Construction work to be

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Cymmer Bridge.					phased over two financial years 2020/2021 & 2021/2022.
<p>*Management of Landslips and Quarries on Council owned land and property portfolio.</p> <p>*Identify High Risk Sites.</p> <p>*Inspection Regime Implemented on quarry tips.</p> <p>*Deal with Cwmafon Landslip to fully re-open highway.</p> <p>*Capital Funding to be identified to address works required.</p>	Dave Griffiths	0	01/03/2017	31/03/2024	<p>£30K revenue funding identified to commence inspection of 35 quarries and tips in Council Ownership.</p> <p>*10 High Risk tips inspected during 2017/18 and works identified to be carried out during 2019/20.</p> <p>*A further 25 tip inspection have been commissioned and reports are due to be received by 31.03.19.</p> <p>*£750K identified in Capital Programme to address Major Landslip at Cwmafon.</p> <p>*Road fully re-opened October 2018, landslip remains a Medium to High Risk of failure and further investment required within 1-5 year timescale of circa £5 Million.</p>
<ul style="list-style-type: none"> <li>• Relevant Heads of Service to attend the Capital Programme Steering Group.</li> <li>• Business continuity plans.</li> </ul>	Simon Brennan	10	11/01/2018	31/03/2019	
<ul style="list-style-type: none"> <li>• Undertake rolling programme of surveys and inspections to understand condition and identify areas that require further investigation.</li> <li>• Prioritize programmes of work and, where possible, remove/replace/reconstruct/ refurbish the highest risk assets.</li> </ul>	Simon Brennan	10	11/01/2018	31/03/2019	Deal with alternative route for Cymmer Bridge- Action moved to Highways Asset Management Bridges and Structures for mitigation plan.
Asset management of non-highway civil engineering infrastructure (such as countryside bridges and dams) - Produce single inventory of assets vested with Streetcare, Property and Regeneration, and Planning & Public protection, obtain preliminary condition data, undertake an initial prioritisation exercise, and produce a programme to address high priority issues	Mike Roberts	12	01/04/2018	31/03/2019	

Highway Asset Management - undertake a rolling programme of surveys and inspections to understand adopted highway infrastructure condition (aside from Bridges) that require further investigation and action. Prioritise issues and produce programmes of work annually	Mike Roberts	10	01/04/2018	31/03/2019	
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Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR02	Panteg - Significant slip of the land impacting on the community in an area of historic landslips	Nicola Pearce	Compliance	14/01/2020	Threat	Accept	 High 22/08/2018	 High 22/08/2018	

#### Existing Controls

1. Enforcement action taken on directly affected properties
2. Further survey work to establish further risks
3. Community relations strategy
4. Dialogue with Welsh Government regarding funding for the associated costs

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
*Counsel opinion to be sought on extent of on going liability due to large area of land in private ownership and having regard to the Councils duties as outlined in the legislation relating to housing and drainage.	Dave Griffiths	100	04/12/2017	23/02/2018	Counsel opinion received and properties in the Very High and High Risk areas inspected in accordance with the Housing Act. Hazard Awareness notices issued highlighting the High Risk nature of the Landslip Area on land and property.
*Site Specific Landslide Management and Monitoring Strategy to be developed.	Nicola Pearce	0	04/03/2019	31/03/2020	The strategy is dependent on the findings of the Final ESP report scheduled to be received at the beginning of March 2019.
<ul style="list-style-type: none"> <li>• Hazard &amp; Risk Maps of the area currently being finalised.</li> <li>• Public meeting held Jan 18 with further meetings thereafter as required.</li> <li>• Monitoring &amp; slope analysis on-going to inform final report.</li> <li>• Sharing of information with public via Councils Internet site.</li> </ul>	Dave Griffiths	90	11/01/2018	31/03/2019	<p>A public meeting was held to update all residents, tenants and property owners on the latest Draft Hazard and Risk Map for the area.</p> <p>Lidar surveys supported with traditional surveying of the highway infrastructure is on-going. Quarry inspections have been undertaken and reports published and shared with property owners. Two highway retaining structures have had strengthening works undertaken. The bund opposite Panteg Chapel has been enhanced with a gabion basket structure to</p>

					<p>prevent debris from minor landslips from impacting on the highway.</p> <p>Repairs and clearance of watercourses has been completed and continues to be monitored.</p> <p>All properties in the high risk area have been inspected by the Environmental Health Unit in accordance with Housing Act and Hazard Awareness Notices issued advising land and property owners of the Very High Risk nature of the Landslip Area.</p>
• Land tribunal hearing held to consider householders concerns on council action	Ceri Morris	100	11/01/2018	31/03/2019	The council successfully defended our position in the RPT
Discussions are ongoing with the insurance companies representing all but one of the owners through a third party consultancy. Discussions are underway with tenants to conclude compensations payments	Ceri Morris	20	09/01/2019	31/03/2020	<p>This work is underway in advance of the potential demolition of the terrace.</p> <p>In addition to the above one family continues to occupy a property.</p> <p>The council is in the process of prosecuting for non-compliance with the EPO in an attempt to secure vacancy of the whole terrace for health and safety reasons.</p>
Multi-agency response plan to incident in place (Dragon System).	Shaun Burgess	100	04/09/2017	27/10/2017	<p>The plan is subject to an annual joint multi-agency review.</p> <p>A tablet op exercise was undertaken in Nov 2017.</p>

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR03	Governance - Break down in internal controls and/or governance arrangements as a result of significant and continuing service change, complex service models and the loss of experienced staff	Karen Jones	Resource	14/01/2020	Threat	Accept	 Medium 22/08/2018	 Medium 22/08/2018	



#### Existing Controls

1. Corporate Governance Statement regularly reviewed internally by the Governance Group and annually approved externally by Wales Audit Office. It describes current controls and improvement actions with process of regular review
2. Corporate Governance Group exercising continuous oversight of governance arrangements, including critical incident review
3. Open and robust relationship with external auditors and inspectors
4. Protected investment in Internal Audit Services with risk-based audit programmes
5. The work of internal and external audit monitored quarterly by Audit Committee
6. Regular reporting of progress in delivering agreed improvement actions set out in AGS to elected Members including Scrutiny and Audit Committees
7. Common template for reporting on decision items to Cabinet and Cabinet Boards, to ensure decisions are supported by relevant information
8. Training for all managers in corporate governance delivered by Monitoring Officer and Head of Corporate Strategy and Democratic Services
9. Range of governance modules integrated into Member Induction arrangements

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
4 improvement actions identified for 2018-19 linked to the Annual Governance Statement	Caryn Furlow	100	01/04/2018	31/03/2019	Completed
Following the Audit Committee training, review the Audit Committee Terms of Reference to ensure that they enable adequate monitoring and review of governance arrangements by the Audit	Huw Jones	100	19/11/2018	31/03/2019	Terms of Reference reviewed and remain appropriate

Committee					
Further revision of the corporate reporting template to reflect Well-being of Future Generations (Wales) Act 2015 requirements and feedback from Wales Audit Office with refresher training for manager	Karen Jones	100	19/11/2018	31/03/2019	Completed
Improvement action 1 - GDPR	Craig Griffiths	100	01/04/2018	31/03/2019	Completed
Improvement action 2 - IIA	Caryn Furlow	100	01/04/2018	31/03/2019	Completed
Improvement action 3 - Information Management	David Giles	60	01/04/2018	31/12/2019	Information Governance strategy is being developed
Improvement action 4 - Values & Behaviours	Caryn Furlow	50	01/04/2018	31/03/2020	Work underway - carried over in to 2019/2020
Operational procedures being established to maintain new risk management arrangements	Huw Jones	100	13/06/2018	31/08/2018	Operational procedures have been established to ensure the new risk management arrangements contained within the Policy are met
Oversight of compliance with GDPR being undertaken by Corporate Governance Group and reported by exception to Corporate Directors Group/Cabinet	Craig Griffiths	100	01/04/2018	31/03/2019	Report presented to Corporate Directors Group January 2019
Post implementation review of CPMS	Caryn Furlow	0	13/06/2018	31/01/2020	Internal post implementation review underway. WAO review of system scheduled January 2020
Provide additional focused training for the Audit Committee to ensure the Committee can exercise effective oversight of corporate governance arrangements.	Huw Jones	100	11/01/2018	31/10/2018	A training session was provided by the Wales Audit Office to Audit Committee Members in September 2018
Revise risk management policy and implement more consistent approach to risk description, scoring and action planning	Karen Jones	100	11/01/2018	31/03/2019	Complete
Undertake a review of the Council's collaborative and regional working arrangements via the scrutiny process	Karen Jones	0	03/06/2019	31/03/2020	Scheduled for early 2020
Use the CAMMS performance management ICT system to increase access to information on corporate governance	Karen Jones	100	19/11/2018	31/03/2019	Complete

arrangements and to improve reporting for both officers and Members

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR04	Workforce - Failure to adequately undertake workforce planning could lead to the Council not having the right numbers of the right people, in the right place, at the right time, doing the right things	Sheenagh Rees	Resource	05/12/2019	Threat	Treat	 Low 22/08/2018	 Low 22/08/2018	



#### Existing Controls

1. Workforce information post established within Human Resources Department
2. Workforce information improvement work enabled by the development of the employee portal
3. Sickness Task and Finish Group has developed a detailed insight into the reasons for absence and the profile of the people who are experiencing ill-health
4. Workforce planning developed within Children and Young People Services
5. Workforce surveys in place for some service areas – Social Services, Corporate Strategy and Democratic Services
6. Clear and effective strategy in place to support employees who wish to depart the organisation under ER/VR
7. Specific reserve established to fund ER/VR programme
8. Insight into levels of digital literacy in the non-schools workforce conducted and some plans in place to address the findings of the research
9. The engagement of apprentices

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>• A Strategic Workforce Plan for the Council will be published in April 2018 setting out 5 clear themes for the Council's workforce with agreed actions to support each theme – this will help service management teams focus on key areas of workforce planning such as succession planning, learning, training and development plans, employee engagement etc.</li> </ul>	Sheenagh Rees	100	11/01/2018	31/03/2019	The Strategic Workforce Plan was agreed by Members at Personnel Committee on 25th June 2018 for implementation.



<ul style="list-style-type: none"> <li>• Further development of the Employee Portal and roll out across the whole workforce will improve both the information the Council has about each employee as well as communication with the workforce</li> <li>• Publication of the gender pay gap and action plan as required by legislation will help the Council understand the gender profile and actions necessary to reduce the gender pay gap</li> </ul>	Sheenagh Rees	75	11/01/2018	31/03/2019	Over 4,000 employees have now registered for the portal and are able to use it to provide the Council with data updates and receive information in relation to aspects of employment. The Portal has a payslip facility which represents a cash saving to the Council as paper payslips are no longer posted out to employees.
A Strategic 5 Year Workforce Plan was approved by elected members at Personnel Committee and the Plan will be implemented over the next 5 year period.	Sheenagh Rees	75	01/04/2018	31/03/2022	A review of progress to date was presented to Members at Personnel Committee in December 2019 and shows good progress against the commitments set out in the plan - as it is a 5 year plan, actions are ongoing, but some action has been taken against all priorities, a good foundation for the rest of the term of the plan.
A succession planning toolkit has been designed to assist Heads of Service in planning future workforce requirements	Sheenagh Rees	50	02/09/2019	31/03/2023	<p>Director of Environment has been replaced and a number of Heads of Service Vacancies have been filled.</p> <p>Recruitment planning for Chief Executive's replacement has commenced</p>
Implementation of 5 year Workforce plan and regular review of linked action plan.	Sheenagh Rees	33	25/06/2018	31/03/2023	A review of the action plan and progress to date was presented to Members at Personnel Committee in December 2019 and this shows good progress has been made, and actions are on target.



Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR05	Safeguarding - Failure to manage the safeguarding regime safely	Andrew Jarrett	Compliance	02/01/2020	Threat	Treat	 Medium 22/08/2018	 Medium 22/08/2018	

### Existing Controls

1. Corporate safeguarding group ensures there is clear allocation of roles and responsibilities internally within the Council and to share learning
2. Experienced Head of Children Services recruited, and Head of Adult Services also appointed
3. Significant corporate support and investment in place to address weaknesses in Children and Young People Services and to sustain/build upon the work which removed the Council from the CSSiW Serious Concerns Protocol
4. Focused improvement work taking place in adult services as a result of the new framework introduced by the SSWB Act
5. Regional Safeguarding Boards for West Glamorgan led by suitably qualified personnel
6. Ongoing investment in training to continuously improve safeguarding practice
7. Schools robustly held to account by ELLL for safeguarding practice
8. Investment in support for high risk victims of domestic abuse via the VAWDASV Leadership Group
9. Investment in Channel Panel support to discharge safeguarding responsibilities for people vulnerable to being drawn into terrorism/extremism
10. Seminar convened by Community Safety Partnership to highlight risks related to modern slavery, terrorism/extremism, serious and organised crime and hate crime
11. Partnership groups established to provide oversight of issues related to the people resettled under the Syrian Vulnerable Persons Scheme

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>• Bring together safeguarding arrangements for adult and children's social services under a single line manager</li> <li>• Consider whether there is scope to integrate other safeguarding practices across the Council into a shared corporate service</li> <li>• Developing practice to better identify priority risks when supporting vulnerable people.</li> <li>• Developing a Social Services Single Point of Contact to promote more robust and consistent decision making at</li> </ul>	Keri Warren	60	11/01/2018	31/03/2020	

the "front-door".					
<ul style="list-style-type: none"> <li>• Develop a 'Progression Team' to support vulnerable young people into adulthood.</li> <li>• Fully embed a Social Services 'Quality Assurance Framework', to regularly monitor safeguarding arrangements within the Directorate.</li> <li>• To Strengthen and develop accommodation for care leavers.</li> </ul>	Keri Warren	50	11/01/2018	31/03/2020	

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR06	Financial Resilience - The Council's financial position deteriorates to a point where it is no longer able to meet its statutory duties or the expectations of its communities	Hywel Jenkins	Financial	14/01/2020	Threat	Treat	 Medium 22/08/2018	 Medium 22/08/2018	

#### Existing Controls



1. Well established financial and corporate planning cycle
2. Experienced Financial Services Team
3. Accurate forecasting of service pressures
4. Good relationships with Welsh Government and others to secure good intelligence to inform estimating and forecasting
5. Open and transparent consultation and engagement with stakeholders on proposals to bridge budget gaps
6. Links between revenue and capital budget planning
7. Good track record in securing alternative funding, partnering, introducing new service models, seeking out innovation

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>• Intensify citizen engagement with the budget challenges, securing citizen commitment to behaviours that will reduce or remove demand on Council services</li> <li>• Introduce a more robust enforcement policy to sanction behaviours that unreasonably impact on Council resources</li> <li>• Review the potential for capacity/release or reduction in cost from internal, shared service or through external collaboration</li> </ul>	Huw Jones	80	11/01/2018	31/03/2020	<p>-Budget and other Consultation enhanced from Autumn 2018 for 2019/20 budget.</p> <p>-For 2020/21 Budget delayed due to late WG settlement announcement due on 16th December 2019. Expect better than planned settlement. This will result in a shorter consultation to take place during January and early February 2020.</p> <p>-Service reviews with income generation/cuts progressed during 2018/19 and 2019/20./</p>
<ul style="list-style-type: none"> <li>• Introduce corporate approach to increasing income and ensure staff and elected Member are equipped with the skills and knowledge to</li> </ul>	Karen Jones	30	11/01/2018	31/03/2020	

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implement the approach



- Accelerate the pace of digital innovation across the Council
- Improve the quality of evidence adduced to exemplify the financial resilience challenges of the Council and ensure this is understood by those involved in the decisions on local government budgets

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR07	Budget Control - Failure to manage activity, expenditure and income within budgets	Hywel Jenkins	Financial	14/01/2020	Threat	Treat	 Medium 22/08/2018	 Medium 17/05/2019	

#### Existing Controls

1. Experienced financial team with designated financial officers supporting budget holders
2. Monthly budget reports, with forecasting to year end
3. High level monitoring of budget variances by Corporate Directors Group and elected Members to identify emerging problems early and to require corrective action
4. Budget accountability firmly embedded across the Council at all levels
5. Communications strategy engages staff and trade unions in the consequences of not achieving budget balance with opportunities for staff and trade unions to contribute to the formulation of budgets and savings/income generation proposals



Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>The prospect of an overspend by the Council will be highlighted early in the year through the budget monitoring process. Actions will then be agreed and put in place by senior officers and Members to limit/prevent an overspend by the year end.</li> </ul>	Huw Jones	60	01/04/2019	31/03/2020	-Cabinet approved second quarter Budget Monitoring report on 30th October 2019. This showed projected overspend of £441k. Work ongoing to mitigate position by year end.

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR08	Health and Safety - Failure to manage Health & Safety of the workforce and community	Steven Phillips	Resource	14/01/2020	Threat	Treat	 Medium 22/08/2018	 Low 22/08/2018	

#### Existing Controls

1. Clear health and safety framework
2. Dedicated Health and Safety Team for the provision of advice and guidance
3. Access to Health and Safety Training
4. External quality audit to check compliance
5. Prioritised action plan, based on corporate assessment of risk, threat and harm6. On line reporting system

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>• Actions taken by service managers to engage the workforce in health &amp; safety matters</li> <li>• Service managers ensuring that health &amp; safety risk assessments are thorough and up to date</li> <li>• Service managers ensuring the provision of appropriate and up to date training</li> <li>• Service managers ensuring the provision of appropriate and up to date Personal Protective Equipment (PPE)</li> </ul>	Sheenagh Rees	75	11/01/2018	31/03/2019	
The existing BSi standards 18001, that the Council is registered and annually externally audited for, is changing to the International Organisation for Standardisation's standard ISO 45001. The transitional arrangements will take 3 years, from June 2018. Arrangements are in hand for a successful transition.	Steven Phillips	75	01/06/2018	31/03/2021	

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR09	Community Cohesion - Community tensions increase and there is a fracturing of community cohesion	Karen Jones	Reputational	14/01/2020	Threat	Accept	 Low 22/08/2018	 Medium 23/04/2019	



### Existing Controls

1. Comprehensive Strategic Equality Plan in place which prioritises action to combat hate crime, domestic abuse and to strengthen engagement with a wide range of different sections of the community
2. Strong links to many groups who share protected characteristics
3. Training for officers and elected members in equality duties
4. Systematic use of equality impact assessments (which includes community cohesion)
5. Clear structure for discharging PREVENT duties with action plan in place, based on peer review and legal duties
6. Dedicated officers and elected Members who oversee equality and PREVENT duties
7. Regional Community Cohesion Co-ordinator brings advice on emerging trends that could affect local community relations
8. Full participation in regional CONTEST Board
9. Partnership plans mobilised to support job reductions in Tata Steel which included community relations aspects
10. Effective partnership in place to support people resettled under the Syrian Vulnerable Persons Scheme
11. BME Development Worker funded to develop stronger links with local BME communities

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Carry out programme of equality audits to check approaches are embedded across the Council	Rhian Headon	0	01/04/2019	30/06/2020	Audits to be undertaken May 2020, a year after the introduction of the revised IIA.
Community profile findings to inform the review of the SEP in 19/20	Rhian Headon	75	01/04/2019	31/03/2020	The findings will inform the revision of the Strategic Equality Plan
Conclude community profiling exercise and then reassess equality plans in light of the findings	Rhian Headon	100	11/01/2018	31/03/2019	Completed
Develop strong counter-narrative to challenge extremist views and to	Sian Morris	100	11/01/2018	31/03/2019	Completed




mitigate the impact of events outside the county borough					
DNAG now disbanded as a group - need to consider alternative approach in engaging disabled people	Rhian Headon	50	31/10/2018	31/03/2020	The relevant CVS Forum has been approached but there appears to be little appetite for engagement at present. However, further approaches will be made. In addition, contact with other individual organisations is being explored to enable effective engagement with disability groups.
Improve tension monitoring and share more widely with relevant groups	Sian Morris	100	11/01/2018	31/03/2019	Equality & Community Cohesion Group now established. Tension indicators routinely shared
Increase interaction with key community groups, including Faith groups to improve community intelligence	Rhian Headon	100	11/01/2018	31/03/2019	Completed
Increased monitoring and engagement to gauge the impact of BREXIT on community cohesion	Karen Jones	75	01/04/2018	31/03/2021	Information re right wing activity circulated. Additional resource from Welsh Government to be invested in community engagement. Post filled with employee to commence January 2020. Provided comprehensive response to local unconnected incidents, and reached out to the communities to offer support, and supported South Wales Police in respect of their investigations

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR10	Business Continuity - Serious disruption to Council services and functions	Steven Phillips	Resource	14/01/2020	Threat	Treat	 Medium 22/08/2018	 Medium 22/08/2018	

**Existing Controls**

1. A dedicated Emergency Planning Team has been established, providing Business Continuity Planning advice and support to service managers
2. A revised approach to Business Continuity Planning has been developed and rolled out across Council Services

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
<ul style="list-style-type: none"> <li>• All services across the Council to ensure that they have in place an up to date Business Continuity Plan, which has been communicated to all employees within the service as appropriate, and that the plan is tested and reviewed at regular intervals</li> <li>• Test corporate disaster recovery and business continuity plans against service plans and a range of scenarios</li> </ul>	Sheenagh Rees	10	11/01/2018	31/03/2019	Up to date BCOs are in place for FCS and the Assistant Chief Executive's Office, all of these plans are due to be tested in 19 / 20. Heads of Service have been asked to ensure that their uptodate BCPs are provided to the EPT by 31st March 2019.

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR11	Delivery of Corporate Plan - Failure to deliver the Corporate Plan due to inadequate capacity	Karen Jones	Compliance	14/01/2020	Threat	Treat	 Low 22/08/2018	 Low 22/08/2018	

### Existing Controls

1. Corporate Strategy Team has clear understanding of legal frameworks that need to be adhered to
2. Experienced cadre of directors and heads of service who have participated in developing the programmes of work identified to deliver the political priorities of the Council
3. Alignment of the budget and corporate planning process
4. Range of mechanisms in place to obtain community and partner feedback on priorities and programmes of work
5. Regular review of Plan progress undertaken by Corporate Directors Group and elected Members
6. Strategic Schools Improvement Programme (SSIP) is being delivered but has been a significant pressure on the diminishing specialist functions – project management; communications; HR and ICT
7. Effective relationship management with funders to ensure there is early notice of funding opportunities and consequently early identification of new projects and programmes that can be put forward for funding opportunities or time to wind up programmes

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Additional engagement and communication with management cadre to ensure full corporate ownership of the cross-cutting elements of the Plan, backed up by suitable training and development activities	Karen Jones	100	11/01/2018	31/03/2019	Completed
Bench-marking of approaches adopted by other organisations to be undertaken to identify other potential strategies that can assist in delivering the Council's priorities	Karen Jones	100	11/01/2018	31/03/2019	Completed
Fine tuning of actions and performance objectives required to clarify deliverable's	Karen Jones	100	11/01/2018	31/03/2019	Completed
Further testing of well-being objectives required as the budget scenarios for future	Caryn Furlow	100	11/01/2018	31/03/2019	Completed

years becomes firmer.  
Corporate Plan adjustment to be made as affordability issues are identified to ensure alignment with FFP

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR12	Welfare Reform - Increased numbers of local people experience financial hardship	Karen Jones	Compliance	14/01/2020	Threat	Accept	 Medium 22/08/2018	 Medium 22/08/2018	

### Existing Controls

1. Partnership activity established and championed by the Public Services Board/elected Members
2. Effective partnership relationships enabling people affected by welfare reform change to be identified and subject to targeted, preventative action
3. Range of support services identified to support those claimants who may be adversely affected by the changes
4. Training of officers and elected Members to ensure there is an understanding of the impact and implications of change
5. Good and effective information sharing arrangements in place to support vulnerable people
6. Core funding provided to key third sector organisation to sustain support services
7. Council Tax Reduction Scheme supporting financially disadvantaged to help them pay their council tax

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Arrange a Poverty Symposium to identify opportunities for improving the way that services and support are delivered to people on low incomes across the County Borough	Karen Jones	100	01/08/2019	20/09/2019	Completed - Poverty Symposium held on 20th September 2019. Post event report developed. Follow up multi agency workshop scheduled 30th January 2020 to develop an action plan with the support of the Bevan Foundation and Naomi Eisenstadt.
Establish monthly briefing sessions internally to intensify monitoring of Universal Credit (UC) roll out and any new actions	Karen Jones	100	11/01/2018	31/05/2018	Completed
Establish quarterly round table sessions with senior partners to gauge impact of Universal Credit (UC) and identify risks and required actions	Karen Jones	100	11/01/2018	31/03/2019	Completed - High Level Strategic Forum now renamed Anti Poverty Forum. Next meeting arranged 21st January 2020 to prepare for Poverty workshop on 30th January 2020.
Undertake research to develop a clear understanding of those people who are facing greatest	Caryn Furlow	80	13/06/2018	31/03/2020	Policy in Practice system being used to target cohorts of people whose circumstances we can




Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR13	Risk that regional collaboration dilutes the quality of services to local people and weaken governance	Steven Phillips	Reputational	14/01/2020	Threat	Treat	 Medium 22/08/2018	 Medium 22/08/2018	

### Existing Controls

1. Each regional collaborative arrangement is explicitly agreed by elected Members
2. Scrutiny of each regional collaborative arrangement is vested in the relevant scrutiny committee
3. The nature and form of each significant collaborative arrangement is included in the Corporate Plan

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
All collaborative arrangements to be reviewed through scrutiny process	Karen Jones	0	02/09/2019	31/03/2020	Scrutiny of all collaboration diarised in 2020.
Area plan for the western bay collaboration on health and social care to be considered at Council	Andrew Jarrett	100	15/01/2018	31/03/2018	Completed
City Deal - external legal support to ensure completion of Joint Committee Agreement and each council will sign off relevant project business cases that impacts on any financial commitment	Steven Phillips	100	15/01/2018	30/09/2018	Joint Working Agreement for City Deal concluded.  Joint Scrutiny Committee in place with update reports to Council and Cabinet Board.
Joint scrutiny committee for City Deal in place	Karen Jones	100	22/11/2018	30/11/2018	Completed
Legislative proposals for further mandatory regional collaboration to be subject of full assessment and report to Council	Steven Phillips	100	15/01/2018	31/03/2020	Local Government Bill published December 2019. Report to Council scheduled on its impact.
Review Council's ongoing participation in ERW arrangements	Steven Phillips	70	13/06/2018	31/03/2020	Various reports made to the Cabinet. Letter indicating intent to withdraw unless issues satisfactorily addressed has been sent to the Joint Committee



Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR14	Loss of personal/sensitive information resulting in possibly major financial penalty and loss of public confidence.	Hywel Jenkins	Financial	14/01/2020	Threat	Treat	 Medium 22/08/2018	 Medium 22/08/2018	

**Existing Controls**

- 1.Targeted training; provision of encryption technology; provision of secure emails
2. Increased preventative measures in relation to Cyber threats

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Continued targeted training; provision of encryption technology; access to secure email transmission and receipt. Continual review and testing of Perimeter base and Information security.	David Giles	30	20/03/2018	31/03/2023	Completed but security updated regularly to ensure data kept as secure as possible.
GDPR Compliance Group meets as required to consider individual reported cases	Craig Griffiths	30	20/11/2018	31/03/2023	GDPR team established providing training, support and review of School and Council data/processes to minimise risk of non-compliance.  GDOR Compliance Group meets to consider matters regularly.





Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR15	The Council is unable to comply with the compliance notice for Welsh Language Standards	Karen Jones	Compliance	14/01/2020	Weakness	Treat	 Medium 22/08/2018	 Medium 20/11/2018	

#### Existing Controls

1. Comprehensive assessment of ability to comply was undertaken
2. 55 standards were challenged by the Council and a number of changes were agreed with the Commissioner to resolve concerns
3. Menter Iaith engaged to help develop the Welsh language Promotion Strategy. The Strategy is based on existing or new initiatives where resources have been identified
4. Complaints are being monitored - lessons learned and remedial actions are identified and implemented. Additionally, the Council will seek further modification of the compliance notice if, in the course of implementation further barriers to compliance are identified.
5. Operationally the Welsh Language Officer Group is working to secure implementation of the standards
6. Additional corporate budget has been allocated
7. Scrutiny and monitoring arrangements at Cabinet and non executive levels is in place

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Consulting on Welsh language Promotion Strategy to ensure relevance and deliverability	Caryn Furlow	100	13/06/2018	01/07/2018	Completed
Officers to work with WLGA & Welsh Language Commissioner to establish a more effective forum for sharing practice & finding opportunities to advance the language.	Caryn Furlow	60	01/04/2019	31/03/2020	Contact has been made with WLGA to raise the ability to share knowledge regionally/nationally. To be followed up early 2020.
Potential to find a solution to automate translation being explored in consultation with Welsh Language Commissioner	Caryn Furlow	50	19/11/2018	30/06/2019	Communications and Community Relations Team have trailed some translation software (Microsoft translate & Cysgliad). Further machine software is required to meet our needs, IT to explore options further.
Testing the process for appealing the Commissioner's ruling on an individual complaint (e.g. car parking	Caryn Furlow	100	13/06/2018	31/08/2018	Completed

machines)					
Welsh Language Officer Group to monitor delivery of the action plan to implement the Welsh Language Promotional Strategy.	Rhian Headon	100	26/09/2018	31/03/2020	WLOG meet bi-monthly and monitor the delivery of the action plan.

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR16	BREXIT - The UK and EU fail to reach a withdrawal agreement in time for when the UK leaves the European Union o	Nicola Pearce	Financial	14/01/2020	Threat	Accept	 High 02/01/2019	 High 02/01/2019	

**Existing Controls**

1. Not possible to put controls in place at local level.

**Risk Owner Comments:**

BREXIT Risks Include the following:

Food

Medical Supplies

Trade

Procurement



Financial

Community Cohesion

Availability of people

Legislative issues

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Not possible to mitigate at local level.	Nicola Pearce	50	03/01/2019	31/03/2021	Government negotiated updated withdrawal agreement which was not supported by Parliament. General Election called for 12th December 2019, outcome will determine future Brexit position.

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR17	Substance Misuse - threat and harm of substance misuse across the county borough and more people placed at significant harm / death	Karen Jones	Reputational	14/01/2020	Threat	Treat	 Medium 31/08/2018	 Medium 05/11/2018	

### Existing Controls

1. Working with partners to mitigate the risk

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Briefings of Members and key Officers completed	Karen Jones	100	01/10/2018	30/11/2018	Completed
Critical incident Group (CIG) report to joint Public Services Board, including key actions. CIG has been stood down. accountability for actions delegated to appropriate Boards. PSB to retain oversight of progress	Karen Jones	100	10/09/2018	31/03/2019	A detailed report was presented to the Joint PSB setting out the context of the issues (risk threat and harm), and the need to establish a Critical incident Group. This report also contained an action plan, setting out key actions over the short, medium and longer term. The action plan also set out clear lines of accountability by delegating responsibility for specific actions to appropriate Boards, including Area Planning Board and Community Safety partnerships. The CIG has now been stood down, but the PSB has and will retain oversight, with two meetings diarised to ensure that this work continues apace. One specific action arising from the CIG was the governance review of the Area Planning Board. This has been finalised and ratified by the APB, and will be fully implemented over the coming year including clear membership, membership accountability, and necessary induction. A clear work plan is being developed for the APB which will regularise business as usual reporting alongside highlighting progress against the CIG action plan, and the actions of the APB sub-groups.
Critical Incident Group established to deal with issues highlighted in the	Karen Jones	100	10/09/2018	30/09/2018	Group established - action plan produced

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special event held on 10.09.18					
Governance of Area Planning Board revised. Proposals to be taken to Critical Incident Group and then to Area Planning Board for approval	Claire Jones	100	01/11/2018	31/01/2019	A revised governance framework has been considered by the APB Executive and the APB. The revised governance framework was agreed in principle by the APB at its meeting in December 2018, subject to final comments. No further comments have been received following the Executive or the APB. The framework therefore requires formal ratification and adoption by partners (to the framework) and nomination/naming of appropriate representatives/representation. Update report to Board September 2019
Report from Critical Incident Group ( CIG) to be prepared for joint Public Service Board meeting (PSB) to discuss/agree next steps.	Karen Jones	100	01/10/2018	31/03/2019	Draft report being prepared- report published
Special event organised 10th Sept to explore whether sufficient priority is being given within our partnership, involving the PSBs of Swansea & Neath Port Talbot and the Western Bay Area Planning Board	Karen Jones	100	24/08/2018	10/09/2018	Event taken place
Stocktake to be undertaken in light of initial response to determine medium to long interventions.	Karen Jones	20	20/01/2020	30/06/2020	Multi-agency group to review current strategy and how effectively it addresses known risk, threat and harm.

Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR18	Failure to adhere to maintaining high standards of Cyber resilience and security (as set out in the Concordat)	Karen Jones	Financial	14/01/2020	Threat	Treat	 Medium 30/01/2019	 Medium 08/01/2020	

### Existing Controls

1. Updates to hardware and software are carried out as part of general service operation.
2. Drive and removable media encryption where appropriate is standard procedure.
3. Least privilege access permissions is a mature process within the Authority.
4. Information Security training is carried out (face to face and online) and available to all staff
5. Regular tests of the quality of internal and external controls are carried out by external accredited organisations.
6. Risks to be reviewed/considered regularly at Senior Management level
7. Any significant cyber incident will be reported to the NCSC

**Risk Owner Comments:** Cyber Essentials has been attained. Work progresses towards achieving Cyber Essentials+

Risk Action	Responsible Person	Progress %	Start Date	End Date	Comments
Achieve Cyber Essentials accreditation as defined in the Concordat	Karen Jones	100	28/02/2019	31/03/2019	
Aim to achieve Cyber Essentials+ IASME accreditation	Karen Jones	20	01/04/2019	31/03/2020	
Ensure that cyber incident processes are in place and staff are aware of the content	Karen Jones	10	30/09/2019	31/03/2020	
Register with CiSP (the NCSC's Cyber Security Information Sharing Partnership) to share cyber threat intelligence	Karen Jones	100	28/02/2019	31/03/2019	
Review need for access to externally facing scanning tool to test vulnerability of corporate application deployments	Karen Jones	10	02/12/2019	31/03/2020	
Review Password criteria to ensure that staff passwords are	Karen Jones	10	02/12/2019	31/03/2020	

adequate					
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Risk Code	Risk	Responsible Officer	Risk Category	Last Reviewed	Issue Type	Risk Treatment	Inherent Rating	Revised Rating	
SR19	Risk that current policy and service framework does not adequately respond to changing demographic profiles e.g. ageing, complex needs	Steven Phillips	Reputational	28/01/2020	Threat		 Medium 28/01/2020	 Medium 28/01/2020	

**Existing Controls and Mitigating Actions**

1. Current review of measures to address poverty and deprivation.
2. Current review of measure to respond to an ageing population.
3. Current review of arrangements to obtain better insight through a data sciences appraisal.
4. Proposed review of community wellbeing by Public Services Board.









## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

### REPORT OF THE HEAD OF FINANCE – HUW JONES

5<sup>th</sup> February 2020

#### Matter for Monitoring

#### Wards Affected - All

#### TREASURY MANAGEMENT MONITORING 2019/20

#### Purpose of Report

- 1 This report sets out treasury management action and information for the second quarter of 2019/20.
- 2 This report will also be forwarded to the next Audit Committee in line with the Council's Treasury Management Practices Scrutiny arrangements.

#### Rates of Interest

- 3 The Monetary Policy Committee (MPC) voted on the 2<sup>nd</sup> August 2018 to increase the bank rate to 0.75% and to date it has remained at that level.

<b>Effective Date</b>	<b>Bank Rate</b>
4th December 2008	2.00%
8th January 2009	1.50%
5th February 2009	1.00%
5th March 2009	0.50%
4th August 2016	0.25%
2nd November 2017	0.50%
2 <sup>nd</sup> August 2018	0.75%

- 4 The following table provides examples of external borrowing costs as provided by the Public Works Loans Board as at 14<sup>th</sup> January 2020:

	Equal Instalments of Principal		Annuity		Maturity	
	Previous 09Oct19	Current 14Jan20	Previous 09Oct19	Current 14Jan20	Previous 09Oct19	Current 14Jan20
	%	%	%	%	%	%
5-5.5 years	2.10	2.28	2.10	2.28	2.02	2.32
10-10.5 years	2.02	2.32	2.02	2.32	2.25	2.58
20-20.5 years	2.25	2.58	2.26	2.60	2.74	3.05
35-35.5 years	2.67	2.99	2.70	3.02	2.71	3.00
49.5-50 years	2.79	3.09	2.79	2.98	2.62	2.93

- 5 The Public Works Loans Board announced on 9<sup>th</sup> October 2019 that they will increase their interest rate across the board (i.e. for all repayment periods) by 1%. This is due to the substantial number of Local Authorities borrowing at the previous record low rates. This will mean that the cost of borrowing to Local Authorities will now be 1% higher compared to the rates prior to 9 October.

### **General Fund Treasury Management Budget**

- 6 The following table sets out details of the treasury management budget for 2019/20 along with outturn figures for 2018/19. The budget consists of a gross budget for debt charges i.e. repayment of debt principal and interest, and interest returns on investment income.

<b>2018/19 Outturn £'000</b>		<b>2019/20 Original Budget £'000</b>
19,094	Principal and Interest charges	19,644
	<b>Investment Income</b>	
(509)	- Total	(300)
195	- less allocated to other funds	110
<b>(314)</b>	<b>Subtotal Income</b>	<b>(190)</b>
(340)	Contribution from General Reserves	(180)
134	Contribution to General Reserves	
	Contribution to/(from) treasury management reserve	
<b>18,574</b>	<b>Net General Fund</b>	<b>19,274</b>

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

## **Borrowing**

- 7 The Council has not entered into any new loans since the last quarterly monitoring report

## **Investment Income**

- 8 In line with the Council's Investment Strategy, the 2019/20 original budget target for investment income is £300k, income for the financial year to date total's £372k. Income received in excess of the budget will be transferred into the treasury management equalisation reserve at year end, subject to the Council's overall year-end position.
- 9 Members should note that the majority of investments are classified as 'specified' i.e. up to 12 months and are currently deposited with Local Authorities and Santander Bank.

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

### **Financial Impact**

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

### **Integrated Impact Assessment**

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

### **Valleys Communities Impacts**

- 13 No implications

### **Workforce Impacts**

- 14 There are no workforce impacts arising from this report.

### **Legal Impacts**

- 15 There are no legal impacts arising from this report.

### **Risk Management**

- 16 There are no new risk management issues arising from this report. Borrowing and investment decisions are made in line with the Council's Treasury Management Policy. The Council has appointed Link Asset Services to provide support and advice in relation to this policy.

## **Consultation**

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

## **Recommendations**

- 18 It is recommended that members note the contents of this monitoring report.

## **Appendices**

- 19 None

## **List of Background Papers**

- 20 PWLB Notice Number 018/20

## **Officer Contact**

Mr Huw Jones – Head of Finance  
Tel. No. - 01639 763575  
E-mail - [h.jones@npt.gov.uk](mailto:h.jones@npt.gov.uk)

Mr Ross Livingstone – Group Accountant – Capital and Corporate  
Tel. No. - 01639 763624  
E-mail – [r.livingstone@npt.gov.uk](mailto:r.livingstone@npt.gov.uk)

Mae'r dudalen hon yn fwriadol wag



## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET

#### REPORT OF THE HEAD OF FINANCE- Huw Jones

5<sup>th</sup> February 2020

#### SECTION A – MATTERS FOR DECISION

#### WARDS AFFECTED – ALL

#### CAPITAL BUDGET MONITORING 2019/20

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

1. To provide Members with information in relation to delivery of the 2019/20 Capital Programme.

##### **Background**

2. On 14<sup>th</sup> February 2019 Council approved its Capital Programme for 2019/20; the report detailed planned Capital Expenditure totalling £44.816m for the financial year.

On 30<sup>th</sup> October 2019 Council approved the current Capital Budget as at 30<sup>th</sup> September 2019, the report detailed planned Capital Expenditure totalling £43.976m for the financial year.

The purpose of this report is to update Members as to the delivery of this Programme as at 31<sup>st</sup> December 2019 and to seek approval for a further updated budget position.

##### **Targeted Achievements**

3. As Members are aware the following achievements are being targeted during this financial year:
  - Progression of the Council's Band B 21<sup>st</sup> Century Schools programme;
    - Cefn Saeson - a new replacement 11-16 School in the Cimla area of the County Borough.

- Abbey Primary – a new primary school to replace the current Abbey Primary which is based across three sites in Neath Abbey, Skewen and Longford.
- Investment in a flood and coastal risk prevention project at Aberavon Seafront.
- County Borough regeneration including the commencement of the next phase of the Neath Town Centre redevelopment. Development works on the former Crown building and redevelopment work of the former Plaza cinema in Port Talbot.
- Further investment of £3m into Disabled Facility Grants to assist people to live at home and investment of over £3m in Schools Capital Maintenance and Highways and Engineering Maintenance improvements.

### **Changes to the approved Budget**

4. The updated Capital Programme now totals £39.078m with the main changes proposed being:
  - A £2.207m budget had been included in 2019/20 in relation to the former Crown Building. However, £500k of this has now been re-profiled into 2020/21 to reflect the profile of the works required on the site and the revised project proposal.
  - The £2m budget for the Plaza development has been reduced to £1m. Delays in obtaining listed building consent have led to delays in delivery of project. This has led to re-profiling the £1m into 2020/21.
  - Re-profiling of the regeneration budget amounting to £1.010m to reflect revised project delivery, timescales and funding.
  - Budgets for Infant Class Sizes, Welsh Medium and Childcare Provision projects totalling £1.761m have been re-profiled from 2019/20 to 2020/21 to reflect the profile of the works required on the site and the revised project proposal.

- £795k of the additional WG capital funding provided in March 2019 has been re profiled into 2020/21 as individual projects are being developed and designed.
- A £627k budget had been included in 2019/20 in relation to Abbey Primary as detailed above.
- A budget of £750k has been included in 2019/20 to fund the purchase of recycling equipment from NPT Recycling LTD.

### **Additional Capital Funding**

5. As part of the 2018/19 Welsh Government settlement announcement, an additional £5m un-hypothecated funding was allocated over 3 years. Of this £5m, £915k is being spent in 2019/20 and the balance planned for 2020/21. See Appendix 1.

### **Additional Schools Capital Maintenance Grant**

6. In March 2019 Welsh Government allocated an additional £1.9m to fund maintenance work on schools, £303k is being spent in 2019/20 and the balance planned for 2020/21. See Appendix 1.

In addition Welsh Government has recently announced a further allocation of £1.9m. Schemes are currently being developed and will be reported to members as part of the 2020/21 budget and monitoring process.

### **2019/20 Capital Expenditure**

7. Details of Capital Expenditure as at 31<sup>st</sup> December 2019 is outlined in Appendix 1 of this report.

### **Financial Impact**

6. All relevant details are set out in the body of the report.

## **Integrated Impact Assessment**

7. No requirement for this as information set out in the report summarises the Council's financial commitment to fund capital projects in year.

## **Valleys Communities Impact**

8. No implications.

## **Workforce Impacts**

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

## **Legal Impacts**

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

## **Risk Management**

11. The capital programme is actively managed by managers and the Capital Programme Steering Group to comply with all relevant planning conditions, legislation, regulations and health and safety.

## **Consultation**

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

## **Recommendations**

13. Cabinet commends to Council:
  - The approval of the proposed 2019/20 budget totalling £39.078m;
  - And note the position in relation to expenditure as at 31<sup>st</sup> December 2019.

## **Appendices**

14. Appendix 1 – Details of Capital Expenditure as at 31<sup>st</sup> December 2019.

### **List of Background Papers**

Capital Programme working files

### **Officer Contact**

Mr Huw Jones – Head of Finance

Tel: 01639 763575; E-mail: [h.jones@npt.gov.uk](mailto:h.jones@npt.gov.uk)

Mr Ross Livingstone – Group Accountant - Capital and Corporate

Tel: 01639 763624; E-mail: [r.livingstone@npt.gov.uk](mailto:r.livingstone@npt.gov.uk)

Capital Budget and Spend 2019/20 as at 31<sup>st</sup> December 2019

	<b>Current Budget £'000</b>	<b>Proposed Budget £'000</b>	<b>Actual @ 31<sup>th</sup> Dec 2019</b>
Ysgol Cwm Brombil	1,973	1,973	1,877
Cefn Saeson School	5,524	5,524	3,059
Abbey Primary School	0	627	313
Capital Maintenance - ELLL	1,125	1,125	1,006
Welsh Medium School Grant - YGG Pontardawe & YGG Tyle'r Ynn	820	425	105
Infant Class Sizes Grant - YGG Rhosafan, YGG Castell Nedd, Gnoll Primary	1,241	546	437
Childcare Offer Grant - Small Grants Pot, Baglan Primary, Blaenbaglan Primary & Rhos Primary	1,088	417	247
Cymmer Afan Site Clearance & Land Reclamation	800	800	337
Leisure Investment	156	156	48
Margam Orangery Improvement Works	250	250	20
Highways and Engineering Maintenance	2,266	2,451	1,510
Additional Highway Works (Highways Refurbishment Grant)	1,496	1,496	1,126
Local Transport Fund (multiple locations)	480	525	40
Road Safety Grant (multiple locations)	407	407	285
Safe Routes In Communities (multiple locations)	333	157	29
Active Travel Fund - Neath To Port Talbot; Fabian Way and Ffordd Amazon	319	739	197
Flood & Coastal Risk Projects - Aberavon & Brunel Dock (Feasibility)	2,330	2,330	750
Major Bridge Strengthening - A474 Neath	895	910	610
Cymmer Viaduct Design	220	220	33
Health & Safety	893	893	415
Street Lighting	663	663	0
Vehicle Replacement Programme	1,119	1,119	1,072
Absorbent Hygiene Product Waste Grant	110	110	58

	<b>Current Budget £'000</b>	<b>Proposed Budget £'000</b>	<b>Actual @ 31<sup>th</sup> Dec 2019</b>
NPT Recycling Ltd Equipment	0	750	750
Regeneration: Harbourside Infrastructure	275	275	65
Regeneration: Former Plaza Redevelopment	2,000	1,000	343
Regeneration: Former Magistrates Court	732	732	783
Regeneration: 6 Station Road	100	100	2
Regeneration: Seafront Regeneration	200	0	0
Regeneration: Turbine House - Margam Park	189	275	257
Regeneration: Neath Town Centre Redevelopment	500	250	14
Regeneration 8 Wind Street	177	177	24
Regeneration: Former Crown Buildings Redevelopment	2,207	1,707	669
Regeneration: Commercial Property Grants	75	10	4
Regeneration: Property Enhancement Development Grant	665	250	2
Regeneration: Swansea Bay Technology Centre	500	400	67
Regeneration: Other	2,169	599	153
School IT/Vehicle Financing	640	640	193
Social Services Capital Maintenance	216	216	49
Warm Homes – Boiler Scheme	799	395	285
Disabled Facilities Grants	3,000	3,000	2,269
<b>Additional £5m Allocation:</b>			
Schools & Leisure Maintenance	750	400	365
Environment Projects	1,120	265	72
Agile Working	250	250	180
<b>Additional Schools Capital Maintenance Grant:</b>			
Capital Maintenance for Schools	0	303	119
Contingency	471	222	0
Other	2,433	2,999	1,109
<b>Total</b>	<b>43,976</b>	<b>39,078</b>	<b>21,348</b>

Mae'r dudalen hon yn fwriadol wag





Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## CABINET

### REPORT OF THE CORPORATE DIRECTORS GROUP

5<sup>th</sup> February 2020

#### MATTERS FOR DECISION

WARDS AFFECTED: ALL

#### REVENUE BUDGET MONITORING REPORT 2019/20

##### Purpose of Report

- 1 This is a monitoring report which provides details for Cabinet to scrutinise and review the overall Authority budget position.
- 2 Members are invited to request further detailed reports relating to the issues raised, for consideration by the relevant scrutiny board.

##### Executive summary

- 3 The Net Directly Controlled Budget is projected to over spend by £14k, but this is offset by a projected underspend of £74k in the other elements of the budget (inclusive of proposed net transfer to/from reserves). The net budget is therefore projected to underspend by £60k, as outlined in the table below.

	Original budget	Revised budget	Projected Outturn	Variance
	£'000	£'000	£'000	£'000
ELLL – Schools	84,424	84,424	84,424	0
ELLL – Other	24,667	24,667	24,694	27
SSHH	79,681	79,681	79,481	(200)
ENVT	37,535	37,962	38,301	339
CORP	18,076	18,076	17,924	(152)
<b>Directly controlled</b>	<b>244,383</b>	<b>244,810</b>	<b>244,824</b>	<b>14</b>
Other	43,785	43,358	43,284	74
<b>Budget Requirement</b>	<b>288,168</b>	<b>288,168</b>	<b>288,108</b>	<b>(60)</b>

## **Variances**

- 4 The following paragraphs provide details of significant variances (>£50k) from the agreed budget together with an explanation of the ways in which these variances are being managed.

### **Education, Leisure and Lifelong Learning**

- 5 The Directorate has a budget of £84.424m for Schools and £24.667m for other Education, Leisure and Lifelong Learning services. The ELLL budget contains savings targets of £1.787k (1.6%), and is currently projected to overspend by £27k

The main variances contributing to the overspend are:-

- **School Specific Contingencies - £100k underspend**  
The underspend is due to the receipt of grant income for teachers pay and pension (£561k). Since the Council had already included funding for a 2% pay award in the school budget, only £304k was required to fund the 2.75% increase, with the balance being retained in the School Contingency budget.
- **Cleaning £54k overspend**  
The overspend is due to additional cost of cover for sickness.
- **Behaviour Support strategies £150k underspend**  
The underspend is due to savings arising from the restructure of Additional Learning Needs staff, and a delay in opening the ASD unit.
- **Management & administration £74k overspend**  
The projected overspend is due to the contribution to ERW, for which there was no budget provision, and a staff vacancy management target which has not yet been achieved.

**The Education Leisure and Lifelong Learning budget is currently projected to overspend by £27k (after proposed virements and reserve transfers).**

### **Social Services Health & Housing**

- 6 The Directorate has a budget of £79.681m which includes savings targets of £2.585m (3.2%), and is currently projected to underspend by £200k.

The main variances contributing to the over spend are:-

- **Children & Family – Social Work £581k underspend**  
The underspend is due to savings on staff costs and additional income, of which £270k relates to staff being funded from the Intermediate Care Fund “Working Together” project.
- **Residential Care – external provision £478k overspend**  
The budget was based on provision for 7 children, but the projected cost is based on the current number of children (8), and assumes that they will remain in placements until the end of the year. The projection also includes £40k for any new placements arising in the remainder of the year.
- **Day Care – external provision £95k underspend**  
The underspend is due to savings on staff costs.
- **Adoption Service £230k underspend**  
The budget was based on payment of allowances for 48 children, and an underspend is projected as payments are currently being made for 45 children.  
Also it is anticipated that NPT’s contribution to the Western Bay Adoption Service, based on prior year data, will be £200k less than the provision in the budget.
- **Central services £103k underspend**  
The underspend is due to savings on staff costs.
- **Child & Family Management £131k underspend**  
The underspend is due to savings on external legal fees.
- **Community Care Management £71k overspend**  
The overspend is due to an increase in the number of Deprivation of Liberty (DOLS) assessments (£26k) and residual property costs at the Laurels (£21k).
- **Community Care Social Work - £101k underspend**  
The underspend is due to savings on staff costs.
- **Business Support Services £85k underspend**  
The underspend is due to savings on staff costs.
- **Domiciliary Care - £199k underspend**  
The underspend is largely due to savings on placement costs (£109k), and additional client contributions (£73k).
- **Community Resource Team £254k underspend**  
The underspend is due to savings on staff costs (£160k), a reduction in premises costs (£28k), and a reduction in Telecare costs.
- **Other Community Care – Direct Payments £155k underspend**

The underspend is due to a reduction in the number of Direct payment recipients (budget 107, actual 91) and recovery of £108k unused Direct Payments balances from client accounts.

- **PD External Placements £110k underspend**  
The underspend is due to a reduction in the number of placements.
- **LD External Placements £946k overspend**  
The budget includes FFP savings targets (SSHH903/913) of £350k, which have not yet been achieved, and an increase in the number of service users being supported (budget 423, actual number of service users 448). The transformation team are currently reviewing packages of care which may identify future savings.
- **Community Independence Service £108k underspend**  
The underspend is due to savings on staff costs.
- **Transport - £159k overspend**  
The budget includes a savings target (SSHH905) of £115k which has not yet been achieved. A new transport policy was approved by members on 17<sup>th</sup> October, and the full year impact of the savings arising from the changes will become available in 2020/21.
- **MH External Placements - £207k overspend**  
The overspend is due to an increase in the number of service users being supported (budget 71, actual no of service users 77).
- **Renovation Grants - £60k overspend**  
An overspend is projected because the budget includes an income target which has not been fully achieved.
- **Hillside**  
An overspend of £700k is projected, as a result of a shortfall income from the YCS contract. The contract has 6 guaranteed places, however there were no paid places to 5<sup>th</sup> August, and only 4 paid places from 6<sup>th</sup> August increasing to 6 from 23<sup>rd</sup> December. It is proposed that £700k is transferred from the Hillside reserve to fund this pressure.

**The Social Services Budget is projected to underspend by £200k (after proposed virements and reserve transfers).**

## **Environment**

- 7 The Directorate has a budget of £37.963m which includes savings targets of £524k (1.4%), and is currently projected to overspend by £339k.

The main variances contributing to the overspend are:-

- **Refuse collection £198k overspend**

The overspend is due to a reduction in Sustainable Waste Grant received (£47k) and additional staff activity and costs, but is partly offset by savings of £48k in Waste Management.

- **Waste Disposal & Recycling £100k underspend**

An additional provision (£300k) was included in the budget to meet the costs following the transfer of the MREC facility in house from 1<sup>st</sup> October 2019. An underspend is now projected as the additional cost are expected to be less than originally anticipated.

- **Household waste Recycling Centre £123k overspend**

The overspend has arisen as a result of additional cost of transporting wood to a recycling facility in Devon, to improve recycling performance by 2-3%. The processing of this wood will assist the Council towards meeting the 64% recycling target for 2019/20 and prevent potential financial penalties of £200 per tonne for every 1% below target. Every 1% is estimated to cost £124k.

- **Catering £65k overspend**

The overspend is due to a projected shortfall in income, and additional cost of staff cover, due to sickness.

**The Environment budget is projected to overspend by £339k (after proposed virements and reserve transfers).**

### **Corporate Services**

- 8 The Directorate has a budget of £18.076m which includes savings targets of £407K (2.3%), and is currently projected to underspend by £152k.

- **Financial Services £94k underspend**

Although there are no individual services with significant variances to report, the Financial Services Division of the directorate is projected to underspend by £94k as a result of savings on salary costs, due to staff turnover and increased grant income.

**The Corporate Services Directorate is projected to under spend by £152k (after proposed virements and reserve transfers).**

## Other Services

9 Other services variances are:

- **Council Tax Support £287k underspend**
- **Contingency £217k overspend** - the projection includes provision for £400k for the additional costs from the temporary relocation of Godre'rgraig school, for which funding is being sought from Welsh Government. The pressure is partly offset by savings arising from the salary sacrifice schemes and other miscellaneous income.
- **Management of change** – it is assumed that this provision (£500k) will be fully utilised to fund the cost of ERVR, or used to replenish the ERVR reserve.

## Grants

10 The following grants have been awarded since the Quarter 2 report.

Value	Directorate	Service
£69,000	ELLL	Local Authority Education Grant – School support – child emotional & mental health needs
£174,000	ELLL	Childcare Offer
£175,000	ENVT	Enabling Natural Resources and Well Being Grant
£80,000	ENVT	RDP- Tourism Management fund
£13,887	ELLL	Local authority – Post 16 Education Provision- teachers' pay
£561,201	ELLL	Local Authority Education Grant - Teachers' pay
£35,000	SSHH	Cold Weather Grant
£326,000	CORP	HWB programme – strategic overview of digital services for maintained schools in Wales. A further £2m of IT equipment will also be made available to schools.

## Budget Virements

11 The Council's constitution requires the prior approval of any virement that does not involve a significant variation in the level or nature of the delivery of service agreed by Council in the Revenue Budget as follows:-

Less than £100,000 – Corporate Directors  
 More than £100,000 but less than £500,000 – Cabinet  
 More than £500,000 – Council

Virements agreed by Corporate Directors during Quarter 3 are identified in Appendix 2.

Virements requiring Cabinet approval are outlined below

<b>Value</b>	<b>Dir</b>	<b>Service</b>
75,000	ELLL	Education Psychology Service
30,000	ELLL	Wellbeing
-105,000	ELLL	Behaviour Support Strategies
£500,000	SSHH	Residential Care - External Provision
-£500,000	SSHH	Domiciliary Care

- 12 The net effect of all the above virements are summarised in Appendix 1.

### **Reserve Movements**

- 13 The following reserve movements are proposed:

<b>Value</b>	<b>Reserve</b>	<b>Explanation</b>
£10,000	Winter Maintenance Reserve	Transfer from reserve to fund the costs of the landslip on the B4242 in Resolven
-£34,349	Health & Safety/ Occupational Health Reserve	The planned contribution from the reserve is no longer required due to savings identified in the service.
-£50,000	CORP Equalisation Reserve	The planned contribution from reserve is no longer required due to savings identified across the Directorate
£737,000	Insurance Reserve	Transfer from reserve
-£20,000	CORP Equalisation Reserve	Transfer savings in HR Division to the reserve to fund cover for long term sickness.

<b>Value</b>	<b>Reserve</b>	<b>Explanation</b>
-£2,902	Third Sector Grants Reserve	Transfer the 2019/20 underspend to the reserve for use in 2020/21
£40,014	Environment Equalisation Reserve	Transfer from the reserve to fund survey of headstones in cemeteries
-£40,000	Home to School Transport Reserve	Transfer savings on the home to school budget to the reserve
-£35,000	Home to School Transport Reserve	Transfer savings on the home to school budget to the reserve
£106,000	Education Equalisation Reserve	Utilise grant funding received and transferred to the reserve in 18/19, for period poverty which must be spent in year.
-£100,000	Education Equalisation Reserve	Transfer savings at Margam Park to the reserve to fund income generation schemes
-£50,000	Education Equalisation Reserve	Transfer to Reserve to fund anticipated procurement costs in 20/21
£700,000	Hillside Reserve	Transfer from reserve to fund shortfall in income re the YCS contract
-£18,000	Local Development Plan Reserve	Transfer saving to the reserve to fund costs in 20/21.
-£34,000	Environment Housing Reserve	Transfer saving in Environmental Health to the reserve to fund costs of enforced sales
-£16,000	Environment Housing Reserve	Transfer saving in Food Health & Safety to the reserve to fund costs of enforced sales
-£50,000	Environment Housing Reserve	Transfer saving in Pollution control to the reserve to fund costs of enforced sales
-£20,000	General Reserve	The planned transfer from the reserve for Economic Development is no longer required in full.



<b>Value</b>	<b>Reserve</b>	<b>Explanation</b>
-£269,630	Social Services Equalisation Reserve	The planned contribution from the reserve is no longer required, due to savings identified across the Directorate
-£10,000	CORP Equalisation Reserve	Transfer underspend to reserve to fund costs in the Miscellaneous Income service in 2020/21 - re installation of new debtors system
-£20,000	CORP Equalisation Reserve	Transfer underspend to reserve to fund cover costs in Legal Services in 2020/21
-£38,000	Building Capacity Reserve	Contribution from reserves requested in August is no longer necessary due to in-year savings in Communications and Marketing
£15,000	Elections Equalisation Fund	The proposed transfer to the reserve will no longer take place due to the in-year cost of 3 county council bi-elections
-£27,000	Building Capacity Reserve	Contribution from reserves requested in August is no longer necessary due to in-year savings in Corporate Strategy & Performance
-£250,000	Schools IT (HWB) Reserve	Transfer from the ICT renewals reserve to create a new HWB reserve for schools
£250,000	ICT Renewals Reserve	Transfer from the ICT renewals reserve to the HWB reserve

- 14 The following Summaries show the projected impact on Specific and General Reserves.

### **Specific Reserves summary**

	<b>£'000</b>
Opening balance at 1/4/19	(39,515)
Budgeted contribution	3,415
Additional reserve transfers already approved	(656)
Additional reserve transfers proposed this quarter	752
Estimated closing balance at 31/3/20	(36,004)

Details of all specific reserves are included in Appendix 3

## General Reserve

	<b>£'000</b>
Opening balance at 1/4/19	(20,968)
Original Contribution to Revenue Budget	2,255
Other Original reserve movements	(395)
Additional contributions proposed this quarter	(20)
Estimated closing balance at 31/3/20	(19,128)

Details of all budgeted movements are included in Appendix 4.

## Forward Financial Plan Monitoring 2020/21 to 2022/23

- 15 The list of savings strategies included in the budget for 2019/20 is outlined in appendix 5. Any variation against delivering the budget, including the savings targets, are included above.  
Further work to update the FFP for 2020/21 and beyond will be separately reported to members.

## Integrated Impact Assessment

- 16 There is no requirement to undertake an integrated impact assessment as this report summarises the Council's financial position in relation to its net expenditure, income and grants.

## Valleys Communities Impacts

- 17 No impact

## Workforce Impacts

- 18 No Impact

## Legal Impact

- 19 No impact

## Risk Management Impact

- 20 No impact

## **Member Scrutiny**

- 21 Scrutiny Members are invited to request further reports on selected items from within this report for consideration at the individual scrutiny Committee.

## **Consultation**

- 22 This item is not subject to external consultation

## **Recommendations**

- 23 It is recommended that:-
- The budget monitoring information is scrutinised and management arrangements put in place to minimise overspends and any adverse impact on reserves
  - Members note the additional grants received
  - The proposed reserve movements and budget virements are recommended for approval by Cabinet

## **Reason for Proposed decision**

- 24 To update the Council's budget for additional grants received, budget virements and reserve movements, in accordance with the Council's constitution.

## **Implementation of Decision**

- 25 The decision is proposed for implementation after consultation with the scrutiny committee and then consideration and approval by Council.

## **Appendices**

- 26 Appendix 1 – Revenue budget Summary 2019/20  
Appendix 2 – Virements approved by Corporate Directors  
Appendix 3 – Schedule of Specific Reserves  
Appendix 4 – Schedule of General Reserve  
Appendix 5 - Forward Financial Plan Savings Monitor

**Background Papers**  
27 Budget working papers

**Officer contact**  
28 For further information on this report item, please contact:

Mr Hywel Jenkins – Director of Finance and Corporate Services  
Tel 01639 763251 - email: h.jenkins@npt.gov.uk

Mr Huw Jones – Head of Financial Services  
Tel 01639 763575 - email: h.jones@npt.gov.uk

Mrs Sue Gorman, Chief Accountant - Financial Services  
Tel 01639 763937 - email: s.gorman@npt.gov.uk

<b>Summary 2019-20</b>	<b>Original</b>	<b>Virements</b>			<b>Revised</b>	<b>Projected</b>	<b>Variance</b>
<b>at 31st December 2019</b>	<b>Budget</b>	<b>Quarter 1</b>	<b>Quarter 2</b>	<b>Quarter 3</b>	<b>Budget</b>	<b>Outturn</b>	
	<b>2019/20</b>				<b>2019/20</b>	<b>2019/20</b>	<b>2019/20</b>
	<b>£</b>				<b>£</b>	<b>£</b>	<b>£</b>
Education, Leisure and Lifelong Learning - Schools	84,424,000	0	0	0	84,424,000	84,424,000	0
Education, Leisure and Lifelong Learning - Other	24,667,000	0	0	0	24,667,000	24,693,952	26,952
Social Services Health & Housing	79,681,000	0	0	0	79,681,000	79,481,239	-199,761
Environment	37,535,000	24,439	339,128	63,958	37,962,525	38,301,360	338,835
Corporate Services	18,076,000	0	0	0	18,076,000	17,923,927	-152,073
<b>Directly Controlled Expenditure</b>	<b>244,383,000</b>	<b>24,439</b>	<b>339,128</b>	<b>63,958</b>	<b>244,810,525</b>	<b>244,824,478</b>	<b>13,953</b>
Swansea Bay Port Authority	47,000				47,000	46,086	-914
Fire Authority	7,470,000				7,470,000	7,466,254	-3,746
Margam Crematorium	1,000				1,000	559	-441
Archives	94,000				94,000	94,500	500
Magistrates Court	12,000				12,000	12,334	334
Capital Financing	19,274,000				19,274,000	19,274,000	0
Council Tax Support	18,108,163				18,108,163	17,821,098	-287,065
Contingency	555,159	-35,981	-339,128	-63,958	116,092	333,305	217,213
Management of change	500,000				500,000	500,000	0
Cont from Fire Authority Reserve	-21,000	11,542			-9,458	-9,458	0
Cont from General Reserve	-2,255,000				-2,255,000	-2,255,000	0
<b>Net Budget Requirement</b>	<b>288,168,322</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>288,168,322</b>	<b>288,108,156</b>	<b>-60,166</b>
RSG	-168,695,384				168,695,384	-168,695,384	0
NNDR	-46,100,360				-46,100,360	-46,100,360	0
Discretionary rate relief	330,082				330,082	330,082	0
Council Tax	-73,702,660				-73,702,660	-73,702,660	0
<b>Total Funding</b>	<b>-288,168,322</b>		<b>0</b>	<b>0</b>	<b>288,168,322</b>	<b>-288,168,322</b>	<b>0</b>

**Virements Agreed by Corporate Directors – during Quarter 3**

<b>Value</b>	<b>Directorate</b>	<b>Service</b>
6,275	ENVT	Highways Maintenance Reactive, Winter & Emergency Response
-6,275	Other	Contingency
-77,757	ENVT	Non Operational Land
77,757	ENVT	Former Crown Site
-25,000	CORP	Payroll
-25,000	CORP	Housing Benefit Administration
50,000	CORP	Contribution from Reserve

-5,014	Other	Contingency
5,014	ENVT	Highways Maintenance Reactive, Winter & Emergency Response
-58,411	ENVT	Estates
11,487	ENVT	Gypsy sites
-31,315	ENVT	Non Operational Land
78,239	ENVT	Former Crown site

52,669	ENVT	Highways Maintenance Reactive, Winter & Emergency Response
-52,669	Other	Contingency
-56,339	ENVT	Estates
36,339	ENVT	Former Crown site
20,000	ENVT	Industrial Workshops
-3,800	SSHH	Community Care - Social Work
3,800	SSHH	Business Support services
1,125	CORP	Accountancy Technical - Corporate & Risk Management
-1,125	CORP	Accountancy - Financial Services

## SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019  £000	Original Net Reserve Movements 2019/20 £000	Changes already approved  £000	Proposed changes in Period  £000	Estimated Reserve Balance at 31 Mar 2020 £000
<b>EDUCATION, LEISURE &amp; LIFELONG LEARNING</b>					
<b><i>Delegated Schools Cash Reserves</i></b>					
ERVR - Primary	Cr 13	Cr 1	0	0	Cr 14
Primary Schools Reserve A/C	Cr 1,493	0	0	0	Cr 1,493
Secondary Schools Reserve A/C	377	0	0	0	377
Special Schools Reserve A/C	0	0	0	0	0
Repairs and Maintenance Reserve	Cr 161	0	0	0	Cr 161
	Cr 1,290	Cr 1	0	0	Cr 1,291
<b><i>Education, Leisure and Lifelong Learning</i></b>					
Equalisation Account-Education	Cr 870	693	Cr 609	Cr 44	Cr 831
Home to School Transport	Cr 36	0	0	Cr 75	Cr 111
Margam Discovery Centre - Building Maintenance Reserve	0	Cr 50	0	0	Cr 50
	Cr 906	643	Cr 609	Cr 119	Cr 992
<b>Total Education Leisure &amp; Lifelong Learning</b>	<b>Cr 2,196</b>	<b>642</b>	<b>Cr 609</b>	<b>Cr 119</b>	<b>Cr 2,283</b>
<b>SOCIAL SERVICES, HEALTH &amp; HOUSING</b>					
Homecare ECM Equipment Reserve	Cr 63	Cr 10	0	0	Cr 73
Community Care Transformation Reserve	Cr 108	0	0	0	Cr 108
Social Services Equalisation	Cr 740	270	0	Cr 270	Cr 740
Hillside General Reserve	Cr 1,092	118	0	700	Cr 274
Youth Offending Service - Equalisation	Cr 153	0	0	0	Cr 153

## SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019	Original Net Reserve Movements 2019/20	Changes already approved	Proposed changes in Period	Estimated Reserve Balance at 31 Mar 2020
	£000	£000	£000	£000	£000
Adoption Service	Cr 100	0	0	0	Cr 100
<b>Total Social Services Health &amp; Housing</b>	<b>Cr 2,256</b>	<b>378</b>	<b>0</b>	<b>430</b>	<b>Cr 1,448</b>
<b>ENVIRONMENT</b>					
Concessionary Fares - Bus Pass Replacement Reserve	Cr 152	0	0	0	Cr 152
Asset Recovery Incentive Scheme	Cr 126	0	0	0	Cr 126
Local Development Plan	Cr 157	0	0	Cr 18	Cr 175
Economic Development	Cr 1	0	0	0	Cr 1
Winter Maintenance Reserve	Cr 764	0	0	10	Cr 754
Baglan Bay Innovation centre - Dilapidation Reserve	Cr 78	0	0	0	Cr 78
Renewable Energy Reserve	Cr 7	0	0	0	Cr 7
Environmental Health - Housing Equalisation	Cr 20	0	Cr 17	Cr 100	Cr 137
Workways NPT Reserve	Cr 125	0	0	0	Cr 125
Environment Equalisation Reserve	Cr 604	132	29	40	Cr 403
	Cr 2,034	132	12	Cr 68	Cr 1,958
<b>Operating Accounts</b>					
Operating Accounts Equalisation	Cr 36	0	0	0	Cr 36
Vehicle Tracking	Cr 92	0	0	0	Cr 92
Operating Accounts -Vehicle Renewals	Cr 1,728	641	0	0	Cr 1,087
	Cr 1,856	641	0	0	Cr 1,215
<b>Total Environment</b>	<b>Cr 3,890</b>	<b>773</b>	<b>12</b>	<b>Cr 68</b>	<b>Cr 3,173</b>



## SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019	Original Net Reserve Movements 2019/20	Changes already approved	Proposed changes in Period	Estimated Reserve Balance at 31 Mar 2020
	£000	£000	£000	£000	£000
<b>FINANCE AND CORPORATE SERVICES</b>					
Elections Equalisation Fund	Cr 240	Cr 15	0	15	Cr 240
Health & Safety / Occupational Health	Cr 41	34	0	Cr 34	Cr 41
Development Fund for Modernisation	Cr 115	0	0	0	Cr 115
IT Renewals Fund	Cr 1,298	404	0	250	Cr 644
Corporate Equalisation Reserve	Cr 532	234	Cr 87	Cr 100	Cr 486
Building Capacity	Cr 184	0	65	Cr 65	Cr 184
Voluntary Organisation Reserve	Cr 17	7	0	Cr 3	Cr 13
<b>Total Finance and Corporate Services</b>	<b>Cr 2,427</b>	<b>664</b>	<b>Cr 22</b>	<b>63</b>	<b>Cr 1,723</b>
<b>COUNCIL RESERVES</b>					
Insurance Reserve	Cr 9,043	2,000	0	737	Cr 6,306
Swansea Bay City Deal	Cr 75	0	0	0	Cr 75
Income Generation Reserve	Cr 716	34	28	0	Cr 654
Member Community Fund	Cr 547	600	Cr 53	0	0
Community Resilience Fund	Cr 2,000	0	0	0	Cr 2,000
Housing Warranties	Cr 220	0	0	0	Cr 220
Fire Authority Reserve	Cr 10	21	Cr 11	0	0
Pantteg Landslip Reserve	Cr 500	0	0	0	Cr 500
Waste Reserve	Cr 393	0	0	0	Cr 393
LAWDC Contingency Reserve	Cr 1,005	0	0	0	Cr 1,005
Treasury Management Equalisation Reserve	Cr 6,826	500	0	0	Cr 6,326
ERVR - Transitional Reserve	Cr 4,818	0	0	0	Cr 4,818
Accommodation Strategy	Cr 2,274	0	0	0	Cr 2,274
Corporate Contingency	0	Cr 2,200	0	0	Cr 2,200
Schools IT Equalisation (HWB)	0	0	0	Cr 250	Cr 250
<b>Total Council Reserves</b>	<b>Cr 28,427</b>	<b>955</b>	<b>Cr 36</b>	<b>487</b>	<b>Cr 27,021</b>

## SCHEDULE OF SPECIFIC RESERVES

Description	Reserve at 1st April 2019	Original Net Reserve Movements 2019/20	Changes already approved	Proposed changes in Period	Estimated Reserve Balance at 31 Mar 2020
	£000	£000	£000	£000	£000
<b>JOINT COMMITTEES</b>					
Environment Legacy Reserve (SWTRA)	Cr 60	0	0	0	Cr 60
Substance Misuse Area Planning Board	Cr 41	4	0	0	Cr 37
WB Safeguarding Board Reserve	Cr 109	0	0	0	Cr 109
Intermediate Care Pooled Fund	Cr 43	0	0	0	Cr 43
Workways Regional reserve	Cr 66	0	0	0	Cr 66
	<b>Cr 319</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>Cr 315</b>
<b>TOTAL ALL REVENUE RESERVES</b>	<b>Cr 39,515</b>	<b>3,416</b>	<b>Cr 655</b>	<b>793</b>	<b>Cr 35,963</b>

	<b>Original Estimate 2019/20</b>	<b>Revised Estimate 2019/20</b>	<b>Variance 2019/20</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Opening balance 1st April</b>	<b>Cr 19,714</b>	<b>Cr 20,968</b>	<b>Cr 1,254</b>
Council Tax increased income	Cr 1,000	Cr 1,000	<b>0</b>
Capital - Phase II Accommodation financing costs	180	180	<b>0</b>
Doubtful Debt Provision	200	200	<b>0</b>
Contributions to the Economic Development Fund	200	180	<b>Cr 20</b>
Community Councils Grant Scheme	25	25	<b>0</b>
Contribution from /to revenue	2,255	2,255	<b>0</b>
<b>Estimated Closing balance 31st March</b>	<b>Cr 17,854</b>	<b>Cr 19,128</b>	<b>Cr 1,274</b>

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL704	ES&C	Out of county placements	Andrew Thomas	No major impact, pupils will have reached school leaving age. Also savings in special school transport costs	72	0	0	0
ELLL707	ES&C	Pontardawe Arts Centre - Reduce Subsidy	Andrew Thomas	2nd year of proposal from 2018/19. This will place an imperative on realising increased income targets as identified in the facility's Business Plan and working towards establishing a Cinema via Arts Council for Wales grant funding. The cinema is unlikely to come to fruition until 2020/21 and we are then targeting additional income of £70k. Other possibilities linked to the cinema project are the further development of the licensed bar, and food and beverage offer which complement the Arts programme and cinema audience.	40	70	0	0
ELLL715	ES&C	School Catering	Chris Millis	Standardising Breakfast Clubs to 45 minute contracts and School Catering hours based upon volume of meals delivered. Full year savings available from 202-21 after pay protection ends	0	50	0	0

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Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL801	ES&C	Re-negotiate current contract to deliver outdoor education at the Discovery Centre, Margam Park.	Andrew Thomas	Negotiations nearing completion with Field Studies Council which involve a 100% reduction in management fee. However as part of the negotiations it will be necessary to establish an annual "sinking fund" to meet the landlord building maintenance obligations in the sum of £50k. This means the net reduction in management fee is £200k. Likely increased cost for NPT pupils - more in line with what other users pay. Every effort will be made to protect financially disadvantaged pupils from price increases.	200	0	0	0
ELLL802	ES&C	Reduction in subsidy of Celtic Leisure Contract	Andrew Thomas	More efficient management of Celtic Leisure contract, including leisure centres, swimming pools and the Gwyn Hall Theatre).	140	0	0	0
ELLL808	ES&C	Margam Park - income generation	Andrew Thomas	Targeted increase of 24 additional weddings/and other functions. It is expected that gross income will increase by over £200k with the net contribution after catering costs being £75k.	75	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL810	ES&C	Cefn Coed Museum - reduce subsidy	Chris Millis	Second year of strategy agreed in Feb 2018. Consult and work with Friends of Cefn Coed Museum to identify income generation opportunities and volunteer contributions, and support wider development of this facility including current Valleys Gateway proposal.	5	0	0	0
ELLL901	ES&C	School Meals	Chris Millis	The current price of a school meal for pupils in primary and special schools is £2.30. From September 2019 it is proposed that this is increased to £2.35.	30	0	0	0
ELLL903	ES&C	Cleaning Service	Chris Millis	The current budget shortfall for the cleaning service to schools is £127k. It is proposed to increase the cost of the service to schools to generate an additional £50k. On the basis of the improved final budget provision for schools this proposal should be at less risk to schools deciding to outsource their cleaning service.	50	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL904	ES&C	Croeserw Community Centre	Chris Millis	Croeserw Community Centre is the only community centre the local authority wholly manages as all others have been transferred to their respective community organisations or individuals. This strategy in the main has worked well. It is proposed to engage with any interested parties who wish to take on the operation of the centre and seek transfer over 2 years. This proposal has been delayed for implementation from April 2020.	0	45	45	0
ELLL906	ES&C	Education Learning Resource Service	Andrew Thomas	Increased income target to be achieved by reviewing the fees and charges for services currently provided and to pursue new customers	10	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL907	ES&C	Special Education Service - Out of County placement savings	Andrew Thomas	The Council has been pursuing a strategy of developing specialist provisions within county to prevent hugely expensive out of county placements over many years. This proposal is a continuation of that strategy whilst recognising there is a degree of risk associated with it as more and more children present with high levels of complex needs and therefore require placement in very specialist provisions out of county. The 2019/20 Budget also includes a proposal to open a new Secondary Education specialist provision for ASD to cater for the needs of pupils with challenging needs.	58	0	0	0
ELLL908	ES&C	School uniform grant	Chris Millis	WG have recently confirmed funding to replace the former "school uniform grant" in the form of the PDG Access Grant, so this provision now will be funded wholly by WG grant	35	0	0	0



Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL909	ES&C	SEN post 16 transport saving	Chris Millis	This is a non statutory service. This budget is £228k and is projected to overspend in year (2018-19) by £ 73k. For all other students NPTC are responsible for transporting pupils who are registered pupils of the College. It is proposed to cut this budget and discuss with the college their funding arrangements. This proposal will require full consultation and Integrated Impact Assessment.	0	228	0	0
ELLL910	ES&C	SSIP Budget Reduction	Andrew Thomas	21st Century Band B business cases, which are a requirement of WG to draw down capital funding, have been completed in the current financial year which means there are fewer to complete in 2019/20.	40	0	0	0
ELLL911	ES&C	Vacancy management	Andrew Thomas/ Chris Millis	This reduces the number of jobs when staff leave, or there may be some delay in appointments.	50	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL912	ES&C	Library service reduction	Andrew Thomas	The 19/20 saving will be delivered via vehicle contract savings upon expiry of mobile vehicle leases in October 2018 and November 2019 together with a staff vacancy saving. The final budget proposal for 2019/20 is reduced and has an alternative savings target of £50k down from £75k. The saving in subsequent years will be subject to a separate report on the future operation of the Library Service including those at Baglan, Cwmafan, Glynneath and Skewen.	50	80	80	0
ELLL913	ES&C	Youth service reduction	Chris Millis	This proposal has been amended as the service anticipates additional grant income resulting in only minor service adjustments. It is not expected to impact on service delivery.	20	0	0	0
ELLL914	ES&C	Grant management	Andrew Thomas/ Chris Millis	To fund legitimate core costs from specific grants	60	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ELLL915	ES&C	Schools delegated budget	Andrew Thomas/ Chris Millis	The final Budget increases the School Budget by £3.673m to £85.381 with £957 being funded from specific grant and reserves. This is £845k short of what is needed, as the UK and WG have not yet confirmed any funding for the increased cost of Teachers' pensions for 2019/20. Should this be confirmed, top up funding will be provided to Schools. WG will need to provide additional funding in year to cover the pension shortfall and into the base budget for subsequent years, otherwise there will be significant cuts in future years.	845	0	0	0
ELLL916	ES&C	Savings arising from the cessation of the Print Commissioning function	Andrew Thomas/ Chris Millis	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	7	0	0	0
SSHH901	SCHWB	Children's services	Keri Warren	Ensure that only those children who need to be in care are admitted and remain, and that those in care have safe and stable placements. Safeguarding will always remain a top priority.	500	0	0	0
SSHH902	SCHWB	Hillside	Karen Wedmore	Generate additional income from welfare bed placements by increasing the number of beds available	200	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
SSHH903	SCHWB	Adult Social Care	Angela Thomas	Provide for assessed need in the most economical way across all of adult services.	250	0	0	0
SSHH904	SCHWB	Maximise value for money across respite care services	Angela Thomas	Ensure that we fully utilise POBL bed provision. This will mean reducing the choice of residential provision in relation to respite care.	150	0	0	0
SSHH905	SCHWB	Transport policy	Angela Thomas	Only provide free taxi transport for Adults to attend daily respite and college, if transport is an assessed need. The original proposal has been reduced from £215k to £115k	115	0	0	0
SSHH906	SCHWB	Homecare	Angela Thomas	Following the re-design of the in house homecare service, reduce management and support staffing via ER/VR.	250	0	0	0
SSHH907	SCHWB	Homecare	Angela Thomas	Re-model the Extra Care Supported Living Schemes	180	0	0	0
SSHH908	SCHWB	Western Bay	Angela Thomas	Jointly working with City & County of Swansea and ABMU to make procurement savings on the Deprivation of Liberty Assessments	50	0	0	0
SSHH910	SCHWB	Building Safe & Resilient Communities	Andrew Jarrett	Divert demand through earlier intervention & prevention by identifying sources of community provision which will meet people's needs	200	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
SSHH911	SCHWB	Staffing across the Directorate	Angela Thomas/ Keri Warren	Reduction in staffing via ER/VR	525	0	0	0
SSHH912	SCHWB	Community Resource Team	Angela Thomas	Ongoing additional Intermediate Care Fund (ICF) grant	60	0	0	0
SSHH913	SCHWB	Supporting People	Angela Thomas	Optimise the use of the SP grant in Learning Disability services	100	0	0	0
SSHH914	SCHWB	Savings arising from the cessation of the Print Commissioning function	All	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	5	0	0	0
ENVT901	S&E	Parking tariff increase	Dave Griffiths	Introduce increased prices by average of 30p for all Council run car parks in the 3 Town Centres from April 2019	30	0	0	0
ENVT902	S&E	Alternative car parking initiatives	Dave Griffiths	Increased income from Neath BID or usage.	10	0	0	0
ENVT903	S&E	E&T cost saving	Dave Griffiths	Staff savings via ERVR	49	0	0	0
ENVT904	S&E	Highways Development Control	Dave Griffiths	Income generation via permitting watercourses etc.	10	0	0	0
ENVT905	S&E	Car Parking Permits	Dave Griffiths	Increased Income from sale of permits to police and schools in Neath	4	0	0	0
ENVT906	S&E	Staff and Member Parking charges	Dave Griffiths	Increase charge by £3 per month for staff working more than 23 hours and £1.50 for other part time staff. These charges also apply to members.	50	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ENVT907	S&E	Road Safety and Business Performance	Dave Griffiths	Reduce budget for Supplies & Services	9	0	0	0
ENVT908	R&SD	Increased Rental Income	Simon Brennan	Pontardawe One Stop Shop rental income	14	0	0	0
ENVT909	R&SD	Employee cost savings	Simon Brennan	Reduce management capacity in Estates and Building Cleaning following non-replacement of staff vacancy	25	0	0	0
ENVT910	R&SD	Port Talbot Civic Centre	Simon Brennan	Remove security at night in Civic Buildings	50	0	0	0
ENVT911	R&SD	Estates section	Simon Brennan	Reduction in staff costs to cover Gypsy and Traveller Site	20	0	0	0
ENVT912	R&SD	Investment Income	Simon Brennan	Consolidate various income sources from filming, land fees etc.	40	0	0	0
ENVT913	R&SD	Income generation	Nicola Pearce	Including: Environmental Monitoring at Giants Grave, Japanese Knotweed Remediation service and imposing charges for HHSRS Inspections prior to serving notices	40	0	0	0
ENVT914	R&SD	Income generation	Nicola Pearce	Introduce Food Hygiene Income Target associated with food premises re-scores	8	0	0	0
ENVT915	R&SD	Reduce Subscriptions	Nicola Pearce	Cancel TS Link subscription and rely instead on alternative means of intelligence gathering	4	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
ENVT918	S&E	Pest control	Michael Roberts	Increase fee levels to cover costs, which will still be much lower than market rates. In some instances this will result in the charge increasing by triple the fee eg treatment of rats from £40 for 3 visits to £120 for 3 visits.	50	0	0	0
ENVT919	S&E	Cemeteries	Michael Roberts	Move closer to full recovery with increases for a number of cemetery services. For example - burial fee increasing from £659 to £800.	50	0	0	0
ENVT920	S&E	Bowling Greens/ sports fields	Michael Roberts	Cease to provide any maintenance services in relation to bowling greens. Ensure cost recovery of charges for work on sports fields - increase charges or stop work.	50	0	0	0
ENVT924	S&E	Savings arising from the cessation of the Print Commissioning function	All	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	11	0	0	0
CORP577	CAB	CCTV - cost savings	Karen Jones	Savings at the end of the current CCTV Maintenance contract period which reflects a lower number of cameras currently in use.	30	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP702	CAB	ICT Staff reductions	Steve John	Development capacity will fall and service requests will take longer to effect. Income generation and/or collaborative opportunities may offset some job losses/service issues. A number of posts are funded from reserves, which will be exhausted by March 2020	160	160	0	0
CORP801	CAB	Finance Division - Reduce number of staff	Huw Jones	This proposal will reduce the number of people working within the Finance Division, with posts being lost through the Voluntary Redundancy process. This will put more pressure on the staff remaining and reduce resilience within the Division.	120	0	0	0
CORP901	CAB	Digital strategy - automation of one post following introduction of a new Corporate Performance Management System	Karen Jones	Employee has been re-deployed under the Council's Management of Change Scheme	25	0	0	0
CORP902	CAB	Reduce management cost	Karen Jones	Management review following staff turnover	25	30	30	0



Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP903	CAB	Digital strategy - further transformation of customer services	Karen Jones	Digital strategy - Move to a position where there is one One Stop Shop. This will mean a gradual reduction in face to face services at Port Talbot Civic Centre. Automation of telephone calls at contact Centre Service leading to a reduction in the number of jobs	0	36	30	0
CORP904	CAB	Income generation - info asset sponsorship - implementing the corporate communications and community relations strategy	Karen Jones	Income Generation and Digital Strategy - Introduce targeted sponsorship and advertising policy for the Council's information assets, based on ethically and commercially sound policy. The business case is being developed and is likely to require pump prime funding i.e. invest to save	0	0	30	50
CORP905	CAB	Income generation - working towards a self-financing CCTV service	Karen Jones	Revisit the 2015 options appraisal to identify a strategy that can reduce/eliminate the Council subsidy for this non statutory service. Capital investment will be required to ensure the service can satisfy insurance, business continuity and service requirements	0	0	40	80

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
CORP906	CAB	Income generation - refocus the communications, community relations, customer services to promote Council services & functions	Karen Jones	Market the Council's services and functions to staff and the external customer base to increase participation in paid for services.	0	20	40	60
CORP907	CAB	HR Non staff savings	Sheenagh Rees	Reduce expenditure on printing, postage, books, stationery, and conference fees, by moving to digital services and solutions	6	0	0	0
CORP908	CAB	HR staff savings	Sheenagh Rees	Pilot project to automate tasks in the Employment support team, to enable deletion of vacant posts from the structure	6	0	0	0
CORP909	CAB	Corporate services staff savings	Craig Griffiths	Savings following internal promotion of staff	18	0	0	0
CORP910	CAB	Legal non staff saving	Craig Griffiths	Reduction in Online Resource - contract end April 2019	6	0	0	0
CORP911	CAB	Remove annual contribution to Member Development Reserve	Karen Jones	The reserve balance of £115k is sufficient to meet anticipated future use.	5	0	0	0
CORP912	CAB	Savings arising from the cessation of the Print Commissioning function	All	Directorates will commission printing services direct from suppliers, and therefore no longer incur the cost of the overhead from the unit	6	0	0	0

Ref	Board	Description	Lead	Main Impacts	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
OTH	CAB	Insurance charge	All	Reduction in total cost of insurance management, premiums and claims	500	0	0	0
					<b>5,803</b>	<b>719</b>	<b>295</b>	<b>190</b>

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **CABINET**

**5 February 2020**

### **Joint Report of the Director of Environment and Regeneration – N.Pearce and Head of Legal Services – C.Griffiths**

#### **Matter for Decision**

**Wards Affected: All Wards**

#### **UK STEEL CHARTER**

#### **Purpose of the Report:**

1. To seek approval for Neath Port Talbot County Borough Council (the 'Council') to implement its UK Steel Charter Policy (the 'Policy').

#### **Executive Summary:**

2. The publication by the Council of its Policy will demonstrate its commitment to the UK Steel Charter launched by the UK Steel Industry in May 2019 (the 'Charter') and will identify the practical actions that the Council can consider taking in the procurement of steel together with providing an overview of how such commitments will be met.

## Background:

3. In publishing the Charter (May 2019) the UK Steel Industry aimed to build upon existing government policy on the procurement of steel by asking for a commitment to a range of procurement steps intended to transform the way in which materials, in particular steel, are procured.
4. The Welsh Government, the first signatory of the Charter, signing it on 16<sup>th</sup> May 2019, acknowledged that the Charter fully complimented its 2018 Procurement Advice Note (*'Supporting the sourcing of steel in major construction and infrastructure projects in Wales' (January 2018) ('PAN')*) in supporting the sourcing of steel and recommended that governments and public sector procurers across the UK review the way in which they procure steel so as to also support the UK steel industry.
5. The Charter sets out a list of procurement steps that are key to support the steel industry, but the list is not exhaustive and it is not intended that signatories should commit to all steps as it acknowledges that organisations are different and therefore will need to decide the most practical and suitable measures for themselves (see paragraph 9 for the commitments that it is felt that this Council could not sign up to).
6. The Policy identifies the areas in the procurement cycle that the procurement of steel would benefit from including:
  - 6.1 pre-procurement planning to identify major projects where steel will be a critical component, i.e., structural steel products such as steel frames, reinforcing bars;
  - 6.2 advertising of such major projects to make the market aware of future opportunities;

- 6.3 contractual provision in documentation to ensure supply chains are provided for by the main contractors including the advertising of supply chain opportunities;
  - 6.4 ensuring specifications include provision as to how steel is specified and procured;
  - 6.5 considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social environmental legislation; and
  - 6.6 encouraging suppliers to use the facilities of the Sell2Wales site to seek out possible supply chain opportunities by identifying relevant contracts and the main contractors to whom they have been awarded.
7. The Policy also provides an overview as to how the Council already meets the above steps or intends to meet them or an explanation as to why the steps may not be practical or suitable.
  8. The steps set out in paragraph 6 and the overview referenced in paragraph 7 above are contained in Appendix 1 to the Policy.
  9. It should be noted that there are some elements of the Charter that the Council will not be able to comply with:
    - 9.1 The development of a future steel pipeline - This commitment is aimed at the Welsh Government and larger purchasers of steel. The Council already has early engagement with UK Steel representatives on major construction projects.
    - 9.2 Advertise opportunities for steel providers and/or require our contractors/sub-contractors to do so - this instead will be met via contractual commitments to use steel that meets the BES

- 6001 (or equivalent) and to report on UK Steel use within contracts.
- 9.3 Introduce a requirement for tender applications to include supply chain plans - this will be kept under review but it is felt that the other commitments that the Council have agreed to will maximise the use of UK steel.
  - 9.4 Use UK-produced steel to meet KPIs for corporate social responsibility commitments - This will be kept under review but it is felt that the other commitments that the Council have agreed to will maximise the use of UK steel.
  10. The Policy is also intended to support the Welsh Government's PAN which states that the considerations of the PAN are to be applied in any major procurement project where steel is a 'critical component'. It is for contracting authorities to determine whether their procurements are 'major' projects. In the case of the Council, such major projects would include infrastructure (roads), construction of schools, bridges and flood defences.

**Financial Impacts:**

11. No implications.

**Integrated Impact Assessment:**

12. 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, a copy of which is included at Appendix 2 of this Report. The first stage assessment has indicated that a more in-depth assessment is not required for the reasons set out in Appendix 2.



### **Valleys Communities Impacts:**

13. The step identified in the Policy to support supply chains goes towards helping to address the commitment given by this Council in our Valleys Strategy. A local procurement or community wealth building approach encourages the use of local suppliers in order to generate local business growth and keep money spent within the area. This approach also incorporates the principles of sustainability and ethical employment. The desired outcome is to create strong local supply chains and to build wealth in local communities.

### **Workforce Impacts:**

14. No implications.

### **Legal Impacts:**

15. The proposed Policy will help the Council to demonstrate compliance with all appropriate procurement legislation.

### **Risk Management Impacts:**

16. The absence of a policy to confirm the Council's commitments to the Charter could increase the likelihood of criticism from the Welsh Government in that the Council has failed to acknowledge and implement its recommendations in its PAN and also from the UK steel industry by failing to support it.

### **Consultation:**

17. There is no requirement for external consultation on this item'

### **Recommendations:**

18. It is recommended that Members approve the proposed Policy included at Appendix 1 of this Report for implementation.

**Reasons for Proposed Decision:**

19. To confirm the Council's commitments to the Charter and to the UK steel industry and to acknowledge and implement the Welsh Government's recommendations in its Procurement Advice Note

**Implementation of Decision:**

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

**Appendices:**

21. Appendix 1 – Neath Port Talbot County Borough Council UK Steel Industry Charter Policy  
  
Appendix 2 – First Stage Integrated Impact Assessment

**List of Background Papers:**

22. Document 1 - Welsh Government's Procurement Advice Note: 'Supporting the sourcing of steel in major construction and infrastructure projects in Wales' (January 2018) (Version number: v1) ('PAN')

Document 2 - Guidance for Signatories of the UK Steel Charter: Maximising Value: Positive Procurement of Steel

**Officer Contact:**

22. Nicola Pearce, Director of Environment Tel: 01639 686681,  
email [n.pearce@npt.gov.uk](mailto:n.pearce@npt.gov.uk)

Craig Griffiths, Head of Legal Services Tel 01639 763767, email  
[c.griffiths2@npt.gov.uk](mailto:c.griffiths2@npt.gov.uk)

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## Impact Assessment - First Stage

### 1. Details of the initiative

<b>Initiative description and summary:</b> Implementation of the UK Steel Charter Policy ('Policy')
<b>Service Area:</b> Property and Regeneration, Engineering and Transport, the South Wales Trunk Road Agent and Procurement, Legal Services
<b>Directorate:</b> Environment and Finance and Corporate

### 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				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Disability		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm

						commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Gender Reassignment		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Marriage/Civil Partnership		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Pregnancy/Maternity		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Race		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a

						number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Religion/Belief		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Sex		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.
Sexual orientation		X				As a result of the Welsh Government's Procurement Advice Note in January 2018 and the UK Steel Industry's UK Steel Charter in May 2019 a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment. There is no impact on any protected characteristic.

#### 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?
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People's opportunities to use the Welsh language			x			No impact
Treating the Welsh language no less favourably than English			x			No impact

**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			As a result of the Welsh Government's Procurement Advice Note (January 2018) and the UK Steel Industry's UK Steel Charter (May 2019) a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment.
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.			x			As a result of the Welsh Government's Procurement Advice Note (January 2018) and the UK Steel Industry's UK Steel Charter (May 2019) a policy to confirm commitment thereto is now necessary. It should be noted that the Council is already in compliance with a number of the recommended steps but the Policy will reinforce the Council's commitment.

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**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative	X		The Policy assists in implementing the Council's well-being objective of "Develop the local economy and environment", in particular consideration



supports the long term well-being of people			of the supply chain and sustainability at the pre-procurement planning stage, emphasis on pre-engagement with suppliers by the advertisement of major projects by the Council and by main contractors so as to make local suppliers aware of upcoming opportunities in the supply chain, considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social environmental legislation .
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives	X		The Policy assists in implementing the Council's well-being objective of "Develop the local economy and environment", in particular consideration of the supply chain and sustainability at the pre-procurement planning stage, emphasis on pre-engagement with suppliers by the advertisement of major projects by the Council and by main contractors so as to make local suppliers aware of upcoming opportunities in the supply chain, considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social environmental legislation .
<b>Involvement</b> - how people have been involved in developing the initiative	X		Officers from the Environment Directorate and the Corporate Procurement Unit, Legal Services, have considered the Welsh Government's Procurement Advice Note (January 2018) and the UK Steel Charter (May 2019) and the Guidance thereto and determined the need for the Policy which will also assist the Council in implementing its well-being objective of "Develop the local economy and environment" in particular consideration of the supply chain and sustainability at the pre-procurement planning stage, emphasis on pre-engagement with suppliers by the advertisement of major projects by the Council and by main contractors so as to make local suppliers aware of upcoming opportunities in the supply chain, considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social environmental legislation .
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	X		Officers from the Environment Directorate and the Corporate Procurement Unit, Legal Services, have considered the Welsh Government's Procurement Advice Note (January 2018) and the UK Steel Charter (May 2019) and the Guidance thereto and determined the need for the Policy

			which will also assist the Council in implementing its well-being objective of “Develop the local economy and environment” in particular consideration of the supply chain and sustainability at the pre-procurement planning stage, emphasis on pre-engagement with suppliers by the advertisement of major projects by the Council and by main contractors so as to make local suppliers aware of upcoming opportunities in the supply chain, considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social environmental legislation .
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse	X		The Policy assists in implementing the Council’s well-being objective of “Develop the local economy and environment”, in particular consideration of the supply chain and sustainability at the pre-procurement planning stage, emphasis on pre-engagement with suppliers by the advertisement of major projects by the Council and by main contractors so as to make local suppliers aware of upcoming opportunities in the supply chain, considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social environmental legislation .

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	X
Reasons for this conclusion	
There are no impacts requiring a full Integrated Impact Assessment to be completed. As a result of the Welsh Government’s Procurement Advice Note (January 2018) and the UK Steel Charter (May 2019) the Policy is required to confirm the Council’s	

commitment to support the UK steel industry. It should be noted that the Council already implements a number of the steps recommended by the Welsh Government's Procurement Advice Note (January 2018) and the UK Steel Charter (May 2019) but the implementation of the Policy will help drive further action by the Council to support the UK steel industry.

	<b>Name</b>	<b>Position</b>	<b>Signature</b>	<b>Date</b>
Completed by	<b>Diane Spencer</b>	<b>Corporate Procurement Manager</b>	<b>D Spencer</b>	<b>15<sup>th</sup> November 2019</b>
Approved by	<b>Craig Griffiths</b>	<b>Head of Legal Services</b>	<b>C Griffiths</b>	<b>27<sup>th</sup> November 2019</b>

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**NEATH PORT TALBOT COUNTY**  
**BOROUGH COUNCIL**  
**UK STEEL CHARTER POLICY**



## **Introduction**

In May 2019 the UK Steel industry launched a new UK Steel Charter aimed at building upon existing government policy on the procurement of steel and also asking signatories to commit to a range of procurement steps intended to transform the way in which materials, in particular, steel, are procured.

The Welsh Government was the first signatory of the UK Steel Charter, signing it on 16<sup>th</sup> May 2019, acknowledging that the Charter fully complimented its 2018 Procurement Advice Note\* supporting the sourcing of steel and asked governments and public sector procurers across the UK to review the way in which they procure steel so as to support the UK steel industry.

The publication of this UK Steel Charter Policy demonstrates the commitment of Neath Port Talbot County Borough Council (the 'Council') to the UK Steel Charter and identifies the practical actions that the Council can consider taking in the procurement of steel together with providing an overview of how such commitments will be met.

Cllr Rob Jones  
Leader of Neath Port Talbot County  
Borough Council

\* *'Supporting the sourcing of steel in major construction and infrastructure projects in Wales' (January 2018).*

## **UK Steel Charter and its Guidance**

The UK Steel Charter sets out a list of procurement steps that the UK Steel Charter identifies as being key to support the steel industry.

However, the Guidance supporting the Charter states:

*“This list isn’t exhaustive, nor is it intended that signatories should commit to all of them. We realise that all organisations are different, it is therefore up to each to choose the most practical and suitable measures for themselves. Depending on the nature of your organisation or project(s) some of these actions may sit directly with you, or may need to be fed through to and implemented by your contractors and/or subcontractors.*

The Guidance also states:

‘Signing the UK Steel Charter and making a public commitment to its aims and objectives is an important and substantial step for organisations in itself and one we would welcome as many as possible to take. However, to have a real impact it is important, where possible, that organisations take practical steps, implementing small changes in their approach to the procurement of steel that can lead to a big impact on the ground.

## **Neath Port Talbot County Borough Council’s UK Steel Charter Policy**

The following areas are identified as areas in the procurement cycle that the procurement of steel would benefit from:

- pre-procurement planning to identify major projects where steel will be a critical component;
- the advertising of such major projects to make the market aware of future opportunities;
- contractual provision in documentation to ensure supply chains are provided for by the main contractors including the advertising of supply chain opportunities;
- ensuring specifications include provision as to how steel is specified and procured;
- considerations at the supplier selection stage of the procurement exercise to deal with such problems as steel dumping and non-compliance with health and safety and social and environmental legislation; and
- encouraging suppliers to use the facilities of the Sell2Wales site to seek out possible supply chain opportunities by identifying relevant contracts and the main contractors to whom they have been awarded.

Appendix 1 to this Policy sets out procurement steps identified in the UK Steel Charter in line with the above and provides an overview as to how the Council already meets them or intends to meet them.

This UK Steel Charter Policy is also in support of the Welsh Government's Procurement Advice Note '*Supporting the sourcing of steel in major construction and infrastructure projects in Wales*' (January 2018) ('PAN') which states that the considerations of the PAN are to be applied in any major procurement project where steel is a 'critical component'<sup>\*\*</sup>.

The PAN goes onto state:

*'There is no set value as to what constitutes a major procurement project, as this will differ between contracting authorities. It is, therefore, for contracting authorities to determine which of their procurements are 'major' projects. Major projects in which steel is likely to be a critical component, may include, but not be limited to the following:*

- *Infrastructure – such as rail and roads;*
- *Construction – such as the building of [prisons, hospitals, universities, housing, community centres], bridges and schools; and*
- *Flood defences.'*

The Council's Environment Directorate (Property and Regeneration, Highways and Engineering and also the South Wales Trunk Road Agent) undertake major projects such as those outlined in the PAN and, in conjunction with the Corporate Procurement as deemed appropriate, will work to meet the commitments set out in the UK Steel Charter as identified in Appendix 1 hereto.



## **Appendix 1**

### **UK Steel Charter – Neath Port Talbot County Borough Council Commitments and how they will be met**

## Appendix 1 - The UK Steel Charter –Neath Port Talbot County Borough Council Commitments and How they will be met

This is a list of practical actions that signatories can consider taking, it is not intended to be exhaustive or that signatories should commit to all of them. This table sets out the Actions that Neath Port Talbot County Borough Council will commit to and provides an overview of how the commitments will be met.

We commit to the following steps:	How Neath Port Talbot County Borough Council (the “Council”) will meet this commitment
Establish clear and simple criteria to identify which projects are in the scope of our charter commitments	The Council will apply the UK Steel Charter to all construction projects where steel features as part of the specification.
Monitor and produce data on the levels of UK-produced steel used in our projects	This will be a contractual requirement on contractors to report.
Place a requirement in our appropriate contracts requiring the origin of steel to be provided	This will be a contractual requirement on contractors to report.
Stipulate use of steel products accredited to BRE Standard BES 6001	<p>Include the following tender condition:</p> <p><i>“The tenderer will ensure that the provision of steel meets the BES 6001 (or equivalent) standard. Where tenderers submit a response in terms of which they claim to meet the contracting authorities’ requirements in an equivalent manner, the contracting authority will require the tenderer to prove technical equivalence. Technical equivalence may be proved in accordance with the provisions of Regulation 44 of PCR 2015. Failure to provide proof of equivalence may result in the tenderers’ response being rejected on the basis that it does not meet the contracting authorities’ requirements.”</i></p>

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	In addition, the Council uses a mandatory question on anti-dumping legislation and whether contractors had steps in place to ensure they, or their supply chain, do not contravene legislation. The anti-dumping has been built into framework agreements that this Council utilises.
Host engagement meetings/events for major projects in advance of procurement decisions being made	This already happens with UK Steel representatives invited to construction related meetings / events.
Develop our organisation's approach to the 'most economically advantageous tender'	The Council already utilises a 'most economically advantageous tender' approach and will continue to develop this to take account of best practice in line with the provisions of the Public Contract Regulations 2015 and the Council's proposed new Contract Procedure Rules.
Appoint a 'UK supply chain champion' to manage engagement with steel sector, and other suppliers	The Council's Director of Environment will fulfil this role.
Use British quality standards of steel when detailing steel requirements in project plans	This is already happening but will now be expanded to include all steel products – see response to use of BES 6001

Mae'r dudalen hon yn fwiadol wag



Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **CABINET**

**5<sup>th</sup> February 2020**

#### **Report of the Head of Legal Services – Mr Craig Griffiths**

##### **Matter for Decision**

##### **Wards Affected: All Wards**

##### **Future arrangements in respect of Neath Port Talbot Council shareholding in Baglan Bay Company Limited and Coed Darcy Limited**

##### **Purpose of the Report:**

1. To outline the exit strategy of Neath Port Talbot Council (“the Council”) from Baglan Bay Company Limited and Coed Darcy Limited.

##### **Background:**

##### Baglan Bay Company Limited

2. The present arrangements in respect of this company goes back to the exit of BP Chemicals from Baglan Bay and Llandarcy when following a BP led procurement, St Modwen’s Developments were appointed the overall developers of the site.

3. In terms of Baglan Bay Company, St Modwen's Developments was identified as overall developer and required a vehicle to monitor remediation and to appoint a professional consultant to monitor. The company was not set up as a trading company and it depends on the income it receives from St Modwen's. St Modwen's currently has the underwriting obligations for Baglan Bay Company.
4. The total shares of Baglan Bay Company amount to four and are £1 each - the Council has two shares, St Modwen's one share and the Prince's Foundation one share. The Council entered into a Shareholders Agreement with these organisations to oversee the running of this organisation.
5. After remediation of the site, the Council and the Prince's Foundation may require St Modwen's to acquire their shares for £1 (Clause 9.2 of the Shareholders Agreement). The reason for this mechanism is to ensure Neath Port Talbot and the Prince's Foundation can exit from Baglan Bay Company once the overall remediation of the site has been signed off by the engaged consultant
6. The remediation strategy for the site has now been achieved and the Monitor has signed off the remediation of the site.

#### Coed Darcy Limited

7. Coed Darcy Limited was set up as a vehicle to monitor the remediation work, acquire and hold unadopted parts of the development and oversee and maintain the Urban Village concept set up at Coed Darcy. This was to act as an umbrella organisation for the residents as a management company and manage the business park at Llandarcy.
8. Coed Darcy Limited is not set up as a trading company. The Council has not received any dividends from them. St Modwen's has the under-writing obligations of the Company.

On completion of the remediation and after the remediation date, the Council and the Prince's Foundation may require St Modwen's to acquire their shares for a £1 so that the Council cannot be forced to remain as a shareholder going forward.

9. The remediation strategy has now been completed and a consultant has certificated the remediation of the site in accordance with the obligations.
10. The Council holds 30,168 £1 shares and St Modwen's Developments holds 32,135 £1 shares and the Prince's Foundation holds 30,279 £1 shares. In addition, the Prince's Foundation is able to offer their shares to the Council first before offering them back to St Modwen's. The Prince's Foundation has made this offer on the basis of their withdrawal and exit from Coed Darcy Limited on completion of the remediation.

#### Current Representatives

11. The Chief Executive is an unpaid Director of both companies (and has been since their formation) and as such it is proposed he remain as a single Director until such time as the legal documentation is completed. Mr Gareth Nutt, the previous Director of Environment has now retired and he has already resigned from both companies (he again was unpaid Director). Both these officers were nominated as representatives in light of their position within this Council as they were deemed the most appropriate individuals at the time. It is proposed in view of the impending return of shares to St Modwen that no further Council Directors are appointed at this stage.

#### Proposed Exit

11. As the remediation strategies have now been completed at both Baglan Bay and Coed Darcy, it is proposed that the proposed purchased agreements identified above be implemented.

12. Effectively, this means the Council in accordance with the agreement, implements the exit strategy which was envisaged when the documents were first developed, entitling the Council to require St Modwen to purchase the Council's shareholding for a £1. In addition, it is recommended that the Council decline the Prince's Foundation offer of shares in Coed Darcy Ltd so that the Prince's Foundation also offer their shares back to St Modwen on the same basis as set out in the agreement.

#### Impact of Exit Strategy

13. St Modwen's are already underwriting Baglan Bay Company Limited and it will continue to have responsibilities and liabilities in respect of discharging obligations around the environmental and on-going goals and liabilities on the site. The Council's involvement would cease as would any liabilities.
14. Upon the exit from Coed Darcy Limited, the Council's potential liabilities would cease. Coed Darcy Ltd would remain liable for ongoing environmental roles and liabilities, estate management obligations and urban village creation responsibilities.
15. The Council will continue to have control of both sites through the planning process and any Section 106 agreements made with developers on the sites.

#### **Financial Impacts:**

16. No impacts.

#### **Integrated Impact Assessment:**

17. There is no requirement for an integrated impact assessment as this is purely an administrative process to arrange the ongoing sale of shareholdings.



**Valleys Communities Impacts:**

18. No impacts

**Workforce Impacts:**

19. No impacts

**Legal Impacts:**

20. A conditional sale share agreement which will provide for the Council's exist from the companies in a manner envisaged by the transaction documents will be prepared and agreed with the respective organisations.

**Risk Management Impacts:**

21. Failure to implement the recommendations will see the Council retain its shareholding with Baglan Bay Company Limited and Coed Darcy Limited.

**Consultation:**

22. There is no requirement for external consultation on this report.

**Recommendations:**

23. It is recommended that:

- (a) The Council implement the provisions set out in the Shareholders Agreement for Baglan Bay Company Limited and offer back to St Modwen its shares in Baglan Bay Company Limited with the Chief Executive resigning from the Company once the legal documentation is in place
- (b) That the Council decline the offer of shares from the Prince's Foundation in respect of Coed Darcy Limited and that the Council implement the provisions set out in the Shareholding

Agreement for Coed Darcy Limited which requires St Modwen to acquire the Council's share for £1. In addition, the Chief Executive to resign from the Company once the legal documentation is in place.

- (c) That the Head of Legal Services in consultation with the Leader or appropriate Cabinet Member finalise the legal documentation in respect of the above transactions.

**Reasons for Proposed Decision:**

24. To implement the requirements of the Shareholder Agreement for Baglan Bay Company Limited and Coed Darcy Limited and to remove the Council as shareholders of these organisations.

**Implementation of Decision:**

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

**Appendices:**

26. None

**List of Background Papers:**

27. None

**Officer Contact:**

Craig Griffiths

Head of Legal Services

Tel 01639 763767

Email [c.griffiths2@npt.gov.uk](mailto:c.griffiths2@npt.gov.uk)

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Gwynfi

### **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 tabled by the Ward Councillor for Gwynfi.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To invest in flood prevention, redecoration and the repair of the gym and sports hall situated in the lower ground floor of the Gwynfi Miners Welfare Hall (GMWH).

The investment in this project has become essential to the future livelihood of this Community facility as the ingress of ground water and the damage it has caused has denied use of the lower ground floor impacting upon the day to day use of the amenities and sports participation in general. A forced water evacuation system and sump has been installed to protect from further flooding but the project needs to be completed with a drainage channel, redecoration of the gym and sports hall walls and woodwork and repair to the indoor playing surface. The Centre has lost approximately 2,000 visits to the sports hall and gym in the last year whilst these facilities have been awaiting essential attention.

The GMWH is an important community hub in the Afan Valley providing essential key services for young people and older persons alike. It boasts a Library, I.T. services, a Book Club, Youth Club, arts & crafts, film shows and hosts 'Workways Plus' and the GP Referral Programme. The temporary loss of the gym and the sports hall has negatively impacted upon the health promotion workshops and the drive to get more people taking part, more often.

The need for this initiative has come from trying to grow the annual footfall to the Centre from 15,500 to 17,500 as a means of working

towards sustainability. Whilst the sports hall use is given freely to the Youth Club, the facility is seen as a valid contributor to self-sufficiency and an income stream, particularly when used for fund raising events.

The investment will protect existing use and help in developing the growing number of girls and women that have enrolled upon the fitness classes and gym membership.

The project will help improve the health profile of the Valley, work towards successful youth engagement by providing diversionary activity amongst 11 - 23 year olds, and make best use of the shared resources.

The cost of the drainage works, redecoration and the improvement to the sports hall flooring has been determined by seeking quotes from local craftsmen and the local supply chain. The project will cost £5,322 and the whole of this is sought from the Members Fund allocated to Councillor Jane Jones.

### **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 ongoing upkeep of the gym and the sports hall are the responsibility of the Halls Management Committee under the Community Asset Management transfer arrangements that exist between the Council and the Charity. The Council continues to perform the duties of landlord, the GMWH Committee as the Lessee.

There will be no revenue burden on NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

### **Recommendations**

11. That this project proposal to safeguard the continued use of the lower ground floor of the Gwynfi Miners Welfare Hall (GMWH) is

approved and that the Ward Member for Gwynfi contributes £5,322 under the Members Community Fund.

### **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

### **Implementation of Decision**

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

### **List of Background Papers**

14. This Gwynfi initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Jane Jones and the manager of GMWH. The cost breakdown for the forced drainage, redecoration and sports hall flooring repair has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

### **Officer Contact**

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

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





## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Gwynfi

### **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 tabled by the Ward Councillor for Gwynfi.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Application to enhance, refurbish and add playground equipment to the Margaret's Terrace Play Area, Gwynfi.

This project proposal recognises the lack of investment made over the years and works towards revitalising a play area that has equipment that whilst safe, is aged and is in lacking appeal. This investment will provide exciting, dynamic and challenging fixed play equipment for 3 - 11 year olds.

The Margaret's Terrace play area has suffered from the austerity measures and as the only play area in Gwynfi, is deserving of upgrading with modern day play equipment.

This Application is to provide five new pieces of equipment which includes swing units, rockers and a roundabout, complete with 116 square metres of Impact Absorbing Safety Surfacing.

The need for this initiative has been tabled by the NPTCBC 'Street Care' Services. The RoSPA inspection of the playground and its equipment has revealed ongoing deficiencies and these now need to be corrected. A recent Play Sufficiency Assessment carried out on behalf of the Welsh Government points to the need for investment. The local Councillor has been canvassed by the children from Pen Afan Primary school and their parents.

The investment will safeguard the facility from further deterioration, help in keeping young people physically active and stimulated and provide a state of the art leisure amenity that will serve many generations over its lifespan.

The costs of supplying and installing the equipment and its Safety Surfacing have been arrived at by the 'Street Care' Services working closely with a preferred Playscape Company. 'Street Care' Services will assist the project by helping with groundworks and the disposal of arisings. This will save on the overall project costs and help to keep the value of the work, as stipulated by the Main Contractor, to a manageable and affordable level. The project will cost £29,613.25. The 'Gwynfi Park Minders' have donated £24,958.77 from grant aid acquired from a local Wind Farm developer and the shortfall of £4,654.48 is sought from the Members Fund allocation that remains within Councillor Jane Jones' portfolio.

### **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.

Upon completion the project will be subjected to a Post Installation Inspection to ensure it has a clean bill of health and it is in a safe condition to use. The 'Street Care' Services will continue to insure and maintain the facility as they do now, as the play area will remain within the custodianship of the Local Authority. The new equipment will be largely maintenance free in the early formative years as all components including steelwork, anodised paintwork and the safety surfacing carry extended warranties for 5, 10 and 25 years.

There will be some future revenue expenditure for the NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

### **Recommendations**

11. That this project proposal to re -equip and refurbish the Margaret's Terrace Play Area in Gwynfi is approved and that

Councillor Jones contributes £4,654.48 under the Members Community Fund.

### **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

### **Implementation of Decision**

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

### **List of Background Papers**

14. This Gwynfi initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Jane Jones and 'Street Care' Services. The Quotation received from the preferred Contractor has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

### **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Neath North

### **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 tabled by the two Ward Councillors for Neath North.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To create a new sitting out area/Bistro or outdoor café quarter attaching to the Gnoll Visitor Centre .Deemed to be an important facility for ramblers and dog walkers alike.

The investment in this project is seen as an essential addition to the overall package of amenities currently on offer at the Gnoll Country Park. The Visitor Attraction does not lack in scenery, play equipment, dedicated Way Marked walking routes or history, but the opportunities for ramblers and dog walkers to refresh themselves with a well-earned beverage are limiting. This proposal will create a welcoming sheltered environment where muddy boots and man's best friend are catered for.

The project has been given new momentum as £25,000 has been bequeathed to the Gnoll from a patron who thoroughly enjoyed his visits there and has, in his passing, asked his family to honour his Will with this kindly donation.

The proposal involves creating an area for visitors to sit outdoors with a drink vended from the Visitor Centre, to relax and enjoy. Currently dog walkers are not allowed inside the Centre and a valuable income stream is lost to the café. The project will include widening access for disabled patrons (a new landing, ramp and handrail will be installed leading from the café to the Fish Pond), installing new stainless steel balustrade with armoured glazing, concrete hard standing and Bistro tables and stackable aluminium chairs. This facility will be housed



beneath the canopy and the solar panels that attach to the Centre. The outdoor compound will create a welcome refuge from driving wind and rain.

The need for this initiative has come from Customer Surveys and has been in the planning stage since the last Financial Year. The initiative is considered to be an important means of helping to sustain the facility and add to the revenue generated by this important Visitor Attraction and Country Park. The footfall to the Gnoll is circa 54,000 visits per annum and further investment in the visitor experience can only enhance that.

The project will promote use of the outdoor natural environment for recreation and exercise, plug a gap in provision, respond to customer demand, improve amenities for the disabled and make best use of limited resources.

The elemental cost breakdown for the project has been determined by seeking a quote from NPTCBC Building Services. The Architectural Services and the Project Manager has factored in the additional cost of Planning and the Building Regulation fees. The project will cost £34,507.10. £25,000 has been bequeathed. £4,655 is sought from Councillor Mark Protheroe's Members Fund and a further £4,655 from Councillor Alan Lockyer's Members Fund .The funding shortfall of £197.10 will be met by the PDFU 'Enabling Fund'.

### **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 ongoing upkeep of the sitting out area attaching to the Gnoll Visitor Centre will fall within the purview of the existing management arrangements for the Country Park. Given the construction (stainless steel and concrete) maintenance will be minimum and will be offset by an increasing revenue stream generated by secondary spend in the café.

## **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

## **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal to create a new Bistro/sitting out at the Gnoll Country Park is approved and that the Ward Members for Neath North contribute £9,310 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Neath North initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillors Mark Protheroe and Alan Lockyer. The project cost has been arrived at through the NPTCBC Building Services and Architectural Services. The Schedule of Work and the receipt of the £25,000 as bequeathed, has been validated and entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Neath North

### **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 tabled by one of the Cimla Ward Councillors.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To provide essential training equipment, nets, posts and ancillary items to assist the Neath Community Tennis Club in bringing the degraded tennis courts in Dyfed Road back into community use.

This investment builds upon the success of the Neath Community Tennis initiative and its plight to upgrade the four NPTCBC owned tennis courts. Two of the courts have been refurbished with a Sport Wales' Places for Sport' Grant worth £36,988. The Club was able to provide coaching sessions over the summer months which attracted 80 children and this was sponsored by a Sport Wales 'Community Chest' Grant.

The Neath Community Tennis initiative was born out of 400 people supporting a Facebook campaign and the Club was set up by parents who were keen to see tennis resurrected at Dyfed Road. Parents were directly involved in cleaning, litter picking, pressure washing and weeding the courts. The first three months of the initiative were a great success and the Club now has 535 registered users (the Lawn Tennis Association {LTA} research has identified a latent demand from a potential 700 participants).

This Application is to purchase tennis nets, posts, centre bands, tennis rackets, balls, safety cones, throw down lines, target markers, a windbreak and a promotional banner which will support participation at all levels.

The need for this initiative has come from the initial post on Facebook, the interest shown by former users of the courts and children from Dwr- Y- Felin Comprehensive School and Ysgol YG Castell Nedd.

The investment will safeguard the facility from further deterioration; help establish the new Club, engage young people in worthwhile leisure pursuits, develop local talent and promote health & well-being across all ages. This is an 'Active Space for Active Communities' initiative.

The costs of the tennis equipment and the items which will assist in the use of the refurbished courts have been competitively quoted for. The project will cost £2,412.84 and the whole of this is sought from the allocation that remains within Councillor John Warman's Members Fund.

### **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.

All equipment acquired in this Application, its upkeep and storage will be the responsibility of the Club. The Neath Community Tennis Club has a fully insuring and maintaining Lease with the County Borough Council. They will continue the good work achieved in 2019 by refurbishing the remaining two courts, building upon the qualified coaching sessions and attracting new participants.

There will be no revenue burden on NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.



## **Recommendations**

11. That this project proposal to equip the Neath Community Tennis Club is approved and that Councillor Warman contributes £2,412.84 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Neath North initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor John Warman and the Tennis Club. The elemental cost breakdown for 15 separate pieces of equipment has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2019

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Neath North

### **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 tabled by the two Neath North Members.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3.The supply and installation of 3 Automated External Defibrillators (AED's), to be located at Windsor Road, The Parade and Lennard Street Post Office in the Ward of Neath North.

This bid has been developed to 'Enhance Existing Council Services' by working closely with the Neath Town Council.

The defibrillators will be procured and installed via the Registered Charity, 'Cariad', which provides life-saving awareness and AED's to communities across Wales. 'Cariad' will supply the 'Zoll AED Plus' Defibrillator and accompanying insulated stainless steel cabinet. The cabinet is capable of maintaining the necessary ambient temperature to keep the AED batteries and pads ready for immediate use. The defibrillators are to be placed on the Welsh Ambulance Service Control Register, so that rescuers can be guided to the nearest AED in the event of an emergency.

This proposal is part of a wider initiative spearheaded by the Neath Town Council to fully equip the Ward of Neath North and its environs with publicly accessible defibrillators. On average, 8,000 people in Wales suffer a sudden cardiac arrest outside of hospital each year, and the survival rate is just 3-5%. The chances of survival are greatly increased when an AED is deployed. Time is critical. The Neath Town Council has identified gaps in the provision of this life saving equipment at strategic locations in the Town Centre and across the Ward. These locations are in the most densely populated areas in

Neath North and receive a huge amount of footfall. In the unfortunate event of a cardiac arrest the provision of an AED nearby would allow persons in the vicinity to perform emergency medical treatment whilst waiting for the Emergency Services to respond.

The request for grant aid from the Members Community Fund is for £4,050, the total cost of procuring and installing the three defibrillators and cabinets from 'Cariad' (no match funding). This equates to £2,025 from Councillor Protheroe's allocation, and £2,025 from Councillor Lockyer's allocation.

### **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 defibrillators will be the responsibility of the Neath Town Council who will maintain the units and advertise their locations.

Every defibrillator supplied by 'Cariad' comes with a seven year 'care package' offering regular checks, replacement batteries and pads, a 24 hour emergency call out service and automatic replacement of the AED if it is damaged or stolen. This will ensure that the defibrillators are kept in a state of readiness in case of an emergency.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

## **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That the project proposal for supply and installation of 3 Automated External Defibrillators (AED's), to be located within the Neath Town Centre and at the Pen y Dre Post Office be approved, and that Councillor Protheroe's allocation of £2,025.00, and Councillor Lockyer's allocation of £2,025.00, be awarded under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Neath North initiative has been developed from the Members Community Fund Application Forms submitted jointly by Councillor Mark Protheroe and Councillor Lockyer in association with Neath Town Council. The Quote and Bank Account details for Neath Town Council have been retained for future reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

15. Officer Contact

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)





## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **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 tabled by one of the Ward Members for Aberavon.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Purchase of essential items of training equipment for Aberavon Quins RFC Mini and Junior sections.

Equipment to be purchased includes balls, tackle bags and tackle wedges.

Aberavon Quins RFC is a Welsh Rugby Union affiliated Club which has been in existence since 1904. The Rugby Club is at the heart of Aberavon, and has developed close links with the community by hosting regular charity matches and entertainment events.

An investment in training equipment via the Members Community Fund will help safeguard the proud tradition of rugby in Aberavon. It will develop increased participation and improved standards of performance amongst those that will make the transition to Youth and then the Senior Teams.

The need for the project has come from the existing participants, their parents, the coaches and the WRU. The Club has both male and female participants playing in Under 7's, Under 8's, Under 9's, Under 11's and Under 12's squads. At present the Club simply does not have the volume of training equipment needed to serve all of these teams.

The community benefits associated with this project include the positive engagement of young people, their parents and

grandparents. Also the opportunity to get and keep fit, to pursue a sport that creates friendship, discipline, communication, well-being, team working and an active lifestyle.

The request for grant aid from the Members Community Fund is for £833.94, which is the total remaining balance of Cllr Steffan ap Dafydd's Members Fund allocation. The remaining £166.16 needed to achieve the total project cost of £1,000.10 will be realised via a personal donation to the Club by Cllr ap Dafydd.

### **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.

Upkeep of the equipment, its use and its servicing will be the responsibility of Aberavon Quins RFC. The equipment will be used during training sessions under the watchful eye of WRU qualified coaches and when not in use, it will be stored securely under lock and key.

There will be no revenue implications for the Council going forward.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal to purchase essential items of training equipment for Aberavon Quins RFC Mini and Junior sections is approved, and that Councillor Steffan ap Dafydd's allocation of £833.94, under the Members Community Fund, is awarded.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Aberavon initiative has been developed from the Members Community Fund Application Form submitted by Councillor Steffan ap Dafydd. The Constitution for Aberavon Quins RFC, their Bank Account details, signatories, the quotations that have been developed to support the bid and the Insurance Policy have been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Port Talbot

### **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 tabled by one of the Ward Councillors for Port Talbot.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To equip the converted Bowls pavilion in Port Talbot Memorial Park with ancillary furniture, heating and fittings as a means of completing its conversion to a Tea Room or Community Hub.

This investment is seen as the concluding part of an extensive conversion project funded previously by the Pant y Moch Solar Farm Community Fund. The Bowls pavilion now operates as a welcoming environment for all ages as its sympathetic conversion to a Tea Room has augmented the visitor experience and the role the Park now plays in education, in the appreciation of conservation, the local history and leisure time pursuits.

'The Friends of Port Talbot Memorial Park' acquired the former pavilion (in 2018) and have successfully sought grant aid to improve it and inject a new lease of life into an otherwise tired amenity. 'The Friends' have invested many volunteer hours in developing the facility, their Charity Events, Guided Walks and educational visits with the local schools.

This Application is to complete the fittings and furnishings and to provide the building with essential comforts like convector heaters, cushioned chairs with arm rests (for those visitors with mobility issues), a defibrillator(externally mounted for wider community use), and outdoor bistro tables and folding chairs.



The need for this initiative has come to the attention of 'The Friends' through Coffee Mornings, postings on Facebook, canvassing the schools, by listening to the community and capturing opinions voiced by those that are in receipt of the Charity's Newsletter. Local Groups such as SNAC, the Historical Society, the YMCA and St. Theodore's Church have also influenced this bid.

The investment will enhance the use of the Park as a green oasis amidst the noise, pollution and dust associated with an otherwise heavily industrialised backdrop.

The project will help promote the Park, the public benefit, the protection and improvement of the physical and natural environment and make best use of the otherwise scarce green infrastructure within Port Talbot.

The cost of the panel heaters (which are ideally suited and safe to use in environments that cater for very young inquisitive fingers!), the chairs, defibrillator, PA system (used for public address during the Charity Events) and the outdoor bistro furniture have been competitively quoted for. The project will cost £4,106.75 and the whole of this is sought from the Members Fund allocated to Councillor Sharon Freeguard.

### **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 storage, maintenance and future wellbeing of the furniture and fittings acquired through this investment will be the responsibility of 'The Friends'. The items sought under this Application will be housed in the converted Bowls Pavilion which now operates as a Tea Room and a Community Hub. The pavilion has been leased to 'The Friends' from the NPTCBC. The Lease is fully insuring and maintaining and the contents are covered under a Block Insurance Policy.

There will be no revenue burden on NPTCBC.

## **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

## **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal to furnish the converted pavilion at the Port Talbot Memorial Park is approved and that Ward Councillor Freeguard contributes £4,106.75 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Port Talbot initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Sharon Freeguard and 'The Friends' of the Park. The cost breakdown for panel heaters, indoor and outdoor furniture, the defibrillator and the PA system has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Port Talbot

### **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 tabled by one of the Ward Councillors for Port Talbot.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Application to better equip the 'Thrive Women's Aid' refuge with creature comforts that will create a more welcoming, homely setting for those displaced by domestic violence.

This project proposal is to add 6 x 32" Ready Smart TVs (one to each of the 6 bedrooms within the refuge), as a means of improving the level of comfort, giving greater privacy than is otherwise afforded by using a communal lounge and offering diversionary activity for those suffering the psychological impact of domestic abuse.

The refuge offers shelter, safety, a level of escapism and personal space for those leaving their abusive partner. The provision has supported approximately 70 women and their children over the last year.

The setting has basic furnishings, is clean, has been redecorated and the décor is calming and soothing which is important for those suffering the trauma of being displaced from the family home with sometimes literally only the clothes they are standing in. The TV's would add significantly to the sense of being more at home and more relaxed.

The need for this initiative has come direct from residents and the Support Team. Consultation has revealed that 80% of those surveyed cited that a television in their bedroom would make their stay more

comfortable, would be a useful distraction from thinking about the situation they are in, and make the rooms less quiet.

The cost of supplying, mounting and installing the TVs has been competitively quoted for. The project will cost £1,597.14 and the whole of this cost is sought from the Members Fund attributed to Councillor Saifur Rahaman.

### **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.

Upon completion of the project the maintenance of the installation will be met from the accommodation budget specifically set aside for repair of existing fixtures within the refuge.

There will be no future revenue expenditure for the NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal to provide ancillary equipment to the 'Thrive Women's Aid' refuge in Port Talbot is approved and that Councillor Rahaman contributes £1,597.14 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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



## **List of Background Papers**

14. This Port Talbot initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Saifur Rahaman and the Deputy Director at 'Thrive Women's Aid' '. The Quotation received for the supply, mounting and installation of the TVs has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

### **Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Port Talbot

### **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 tabled by one of the Ward Councillors for Port Talbot.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Application to better equip the 'Age Cymru' Community Centre, Port Talbot with a state of the art Cooking Centre/Rational Oven to increase the capacity, range and sophistication of their meal preparation for older people.

This project proposal is to add a Combination Oven/Steamer Cook Centre to the kitchens within the 'Age Cymru' Centre. Costs have been developed for procurement and installation, new pipework and isolation valves. The inclusion of the new oven will help grow the Lunch Club, respond to increased demand and provide more lunches quicker and relieve the pressure on existing resources.

The Lunch Club offers an invaluable service to disadvantaged and vulnerable older people whilst tackling loneliness and isolation. The provision of a new oven will allow more beneficiaries to enjoy a hot, nutritious daily meal (46% of clients surveyed would not otherwise eat a balanced, low cost, warm lunch as they often rely upon a microwave as a means of cooking).

The new installation will allow new cooking methods to be employed including low temperature steaming, sous vide and complete cycle baking. Updating the limited equipment will allow the creation of new dishes, a more expansive menu prepared more economically with greater energy efficiency. Meals will also be prepared to take home and eat.

The purchase cost of the oven, its installation and connection to cold and waste water pipework, the commissioning and testing has been competitively quoted for. The project will cost £5,698.99 and £4,517.93 of this cost is sought from the Members Fund attributed to Councillor Dennis Keogh. The remainder of the project and the shortfall in match funding (£1,181.06) has been secured from 'Age Cymru' unallocated 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 project will help develop further sustainability as the modest income made through increased capacity and efficiency will augment provision and the continued popularity of this valued community hub. Upon completion of the project the maintenance of the installation will be met from the accommodation budget specifically set aside for repair of existing fixtures within the Centre.

There will be no future revenue expenditure for the NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal to provide ancillary equipment to the 'Age Cymru' Centre in Port Talbot is approved and that Councillor Keogh contributes £4,517.93 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Port Talbot initiative has been developed from the Members Community Fund Application Form submitted by Councillor Dennis Keogh and the Operations Coordinator at 'Age Cymru West Glamorgan '. The Quotation received for the supply and installation of the oven has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)





## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Port Talbot

### **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 tabled by the three Ward Councillors for Port Talbot.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Application to improve the land around the Girl Guiding Headquarters in Bridge Street, Port Talbot to create an outdoor environment for species habitat and to promote the development of Interest/Achievement Badges, linked to gaining proficiencies in nature based activities.

This project proposal is to crown thin and lift the canopy of existing trees, to prune back hedgerows and reduce overgrowth so that areas can be designated for wildlife, camping, 'Back wood cooking', fireside feasts and Bush craft.

The facility at Bridge Street is a green oasis set amongst the backdrop of densely populated housing and the M4. It is a sanctuary for wildlife, many bird species and slow worms and this will need to be preserved. The proposed work will allow specimen trees to flourish and mature with no further need for remedial pruning. Areas to be cleared will lend themselves to the Rainbows (5 -7 yrs.), the Brownies (7-10 yrs.), the Guides (10 - 14 yrs.) and the Rangers (14 - 18 yrs.) pursuing Badges as part of the 'Builder journey' and becoming nature detectives.

This proposal is seen as a phased development which will include further maintenance, shelter building and landscaping with the provision of bug hotels (made from felled timber neatly stacked), nesting boxes and the like.

The need for this initiative has arisen from investment of all surplus monies generated from subscription being used to bring the Headquarter building up to standard whilst by necessity, having to overlook the outdoor environment.

The project will help sustain the Girl Guiding movement in Port Talbot, help participants build confidence, promote mental health, friendships and lifelong participation in positive leisure- time pursuits.

The cost of carrying out the tree surgery, clearance work and maintenance of boundaries and hedgerows has been competitively quoted for. The project will cost £2,400 and the whole of this cost is sought from the three Port Talbot Members (£1,263.93 from Councillor Freeguard, £852.75 from Councillor Keogh and £283.32 from Councillor Rahaman).

### **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.

Ongoing maintenance of the professionally pruned trees will be minimal as all diseased material is to be removed as part of this project. Trees that are interfering with neighbouring properties, lanes and overhead telecommunications will be reduced in height. Boundaries will be more manageable. The cost of grass cutting will be met from subscription and the use of a willing band of volunteers.

There will be no future revenue expenditure for the NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are

positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

### **Recommendations**

11. That this project proposal to enhance the outdoor environment at the Girl Guiding Headquarters in Port Talbot is approved and that the three Port Talbot Ward Councillors contribute £2,400 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Port Talbot initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillors Freeguard, Keogh and Rahaman and the Afan Division of the Girl Guides. The Quotation received for the arboricultural work has been entered on File for reference. The Constitution, Accounts, Deeds and the Insurance Policy pertaining to the HQ have been retained. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Port Talbot

### **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 tabled by one of the Ward Councillors for Port Talbot.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Application to strengthen and support the internet and Wi-Fi connectivity in the community building, the IT suite and the homeless hostel at the YMCA, Port Talbot.

This project proposal is to improve the radio access, cabling and network within the YMCA by setting up a series of boosters that will improve reception and speed and run programs saved to cloud servers.

The community rooms and the hostel offer limited reception and the YMCA struggles to rent out rooms to businesses as the existing Wi-Fi is inefficient. The YMCA has a client base of 800 members and provides housing for homeless young men.

Improved internet connections will increase the take up of activities and ensure that none of the YMCA clients are 'digitally excluded'. The new installation will be of particular benefit to hostel residents as reliable internet access is essential to completing journals for Universal Credit and applying on line for benefits, contact services and remaining in touch with friends and family. This in turn assists mental wellbeing, rehabilitation and the rebuilding of relationships that might otherwise be strained by crisis.

The need for this initiative has come from various agencies and partner organisations. It will be of benefit to young men that are



displaced, those that feel isolated and those that often come to the YMCA with a range of mental health and addiction issues.

The cost of dual band access, cabling and an engineered solution to ineffective connectivity has been competitively quoted for. The project will cost £1,906.22 and the whole of this cost is sought from the Members Fund attributed to Councillor Saifur Rahaman.

### **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.

There is very little maintenance with the wiring and the boosters. The YMCA will cover all the ongoing costs. If the BT or Virgin Media provider costs prove to be elevated above current levels an additional levy will be attributed to room rental to ensure the project is sustainable.

There will be no future revenue expenditure for the NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal to strengthen and support internet and Wi- Fi connectivity in the YMCA in Port Talbot is approved and that Councillor Rahaman contributes £1,906.22 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Port Talbot initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Saifur Rahaman and the management of the YMCA. The Quotation received for the radio access, adapter, cabling and the engineering work has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Sandfields East

### **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 tabled by one of the respective Ward Members.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

### 3. Refurbishment of changing facilities at Aberavon Green Stars RFC.

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

The proposal brought to the Members Fund is to make good and conclude the refurbishment of the changing rooms, shower block and toileting facilities at the Aberavon Green Stars RFC Pavilion. The Club have recently benefitted from a Welsh Rugby Union Facilities Grant, which was used towards a £26,000 project to install an energy efficient boiler, new showers and a modern kitchen. An award from the Members Fund would be used to complete these works by employing a contractor to reinstate the areas disturbed by the renovation works, paint the walls, ceilings and woodwork, and to install water proof resin flooring.

Aberavon Green Stars have been the custodians of the Pavilion under a fully insuring and maintaining Lease from NPTCBC since 2016. They have since endeavoured to modernise and upgrade the facilities so that it can be used to enhance the game of Rugby, and as a meeting venue for local voluntary groups and businesses.

The community benefits associated with this project include increasing use and footfall at the Club by offering modern day

facilities, and protecting the future of the Club by making it more sustainable in saving on utility costs.

£800 has been requested from Cllr Matthew Crowley's Members Fund allocation towards a project worth £1,796.40. Aberavon Green Stars RFC will be contributing the remaining £996.40 from their unallocated 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 Pavilion is the responsibility of Aberavon Green Stars RFC under a long term Lease agreement with NPTCBC. The Club have a dedicated team of volunteers who maintain the Pavilion and playing surfaces. All of the work carried out by the Club thus far has been with the intention of improving facilities, making them more economical to manage, and encouraging additional income from hires which can be invested back into the Club.

This project places no forward financial burden on NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal for refurbishment of changing facilities at Aberavon Green Stars RFC is approved, and that Councillor Matthew Crowley's allocation of £800 under the Members Community Fund is awarded.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.



## **Implementation of Decision**

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

## **List of Background Papers**

14. This Sandfields East initiative has been developed from the Members Community Fund Application Form submitted by Councillor Matthew Crowley. The Constitution for Aberavon Green Stars RFC, their Bank Account details, signatories, the quotation that have been developed to support the bid and their Insurance Policy have been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Sandfields East

### **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 tabled by one of the respective Ward Members.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Supply and installation of an Automated External Defibrillator (AED), to be located at Vivian Park.

Vivian Park falls under the purview of the NPTCBC Streetcare Services, who have pledged their full support to this application for funding.

The defibrillator will be sited at the Moorland Road entrance to Vivian Park. This is an easily accessible location for cars and pedestrians, popular with dog walkers, families, young people and those involved in organised football and rugby taking place in the vicinity. The defibrillator will be installed on an outside facing wall thus ensuring that it is available to use at all times, even when the Park is closed after dusk.

The defibrillator will be procured and installed via the Registered Charity, 'Cariad', which provides life-saving awareness and AED's to communities across Wales. 'Cariad' will supply the 'Zoll AED Plus' Defibrillator and accompanying insulated stainless steel cabinet. The cabinet is capable of maintaining the necessary ambient temperature to keep the AED batteries and pads ready for immediate use. The defibrillator will be placed on the Welsh Ambulance Service Control Register, so that rescuers can be quickly guided to it in the event of an emergency.

This proposal is part of a wider initiative spearheaded by the Sandfields East Councillors to fully equip the Ward with publicly accessible defibrillators. On average, 8,000 people in Wales suffer a sudden cardiac arrest outside of hospital each year, and the survival rate is just 3-5%. The chances of survival are greatly increased when an AED is deployed. Time is critical. Cllrs Latham and Crowley have identified gaps in the provision of this life saving equipment at strategic locations across the Ward. These locations are in the most densely populated areas in Sandfields East and receive a huge amount of footfall. In the unfortunate event of a cardiac arrest the provision of an AED nearby would allow persons in the vicinity to perform emergency medical treatment whilst waiting for the Emergency Services to respond.

The request for grant aid from the Members Community Fund is for £1,300 from Cllr Edward Latham's portfolio, which is the total cost of procuring and installing the defibrillator. Should the £1,300 be awarded Councillor Latham's Members Fund allocation will be reduced to a zero balance.

### **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.

As the custodians of Vivian Park, the NPTCBC Streetcare Services will be responsible for the defibrillator, and have made assurances that this important piece of medical apparatus will be appropriately insured and maintained for the foreseeable future.

Every defibrillator supplied by 'Cariad' comes with a seven year 'care package' offering regular checks, replacement batteries and pads, a 24 hour emergency call out service and automatic replacement of the AED if it is damaged or stolen. This will ensure that the defibrillator at Vivian Park is kept in a state of readiness in case of an emergency.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That the project proposal for supply and installation of an Automated External Defibrillators (AED), to be located at Vivian Park be approved, and that Cllr Latham's allocation of £1,300, be awarded under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Sandfields East initiative has been developed from the Members Community Fund Application Form submitted by Councillor Edward Latham. The quotation from 'Cariad' has been retained for future reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **15. 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**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Coedffranc Central

### **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 tabled by one of the respective Ward Members.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To supply and plant semi-mature trees and enhance the grass verges at Parc Wern, Caewathan.

This proposal has been developed in partnership with Tai Tarian, who are the custodians of the grass verges under discussion.

This project has been born out of the need to beautify the landscape, reduce soil erosion and create habitat for local wildlife. The initiative will make Coedffranc Central greener and more attractive. The species chosen will enhance the environment and will help with the filtration of atmospheric pollutants generated by the nearby A465 and the M4.

The project involves planting nine 3-4 metre height Elm, Crab Apple and Rowan. Collectively they will produce an all year round display by bearing seasonal flowers, fruit, deciduous foliage and architectural form. The grass verges have been CAT scanned by Tai Tarian to ensure that new root systems do not disturb underground pipes or electrical cabling supplying utilities to properties nearby.

The need for the project has been arrived at through representations made by Tai Tarian to Cllr Angharad Aubrey. Tai Tarian have embarked upon a greening scheme to soften the area, and have already planted lime trees and wildflowers on the verges at Parc Wern. This proposal brought to the Members Fund would seek to continue that initiative.

Tai Tarian have agreed to work with the community to deliver the project, and will involve children from Abbey Primary School when planting the trees and sowing the wildflower seeds as part of achieving their 'Eco-Schools' Award.

The community benefits associated with this project will translate into a cleaner, greener, more vibrant and welcoming place to live. It will help promote 'Pride in Place', resilience and quality of life issues. The benefits will be visible, physical and tangible and will manifest as environmental enhancement and an improved streetscape.

The total cost of the project is £960, which Tai Tarian has arrived at by seeking competitive quotations for the trees from reputable suppliers. The materials (stakes, ties, mulch, etc.) and labour associated with planting the trees will be supplied, free of charge, by Tai Tarian. The request for grant aid from the Members Community Fund is for £925.73, which is the total amount remaining in Councillor Angharad Aubrey's portfolio. The £34.47 shortfall will be contributed by Tai Tarian.

The ongoing husbandry and care for the trees and wildflowers will be the responsibility of Tai Tarian.

### **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 maintenance of the trees and wildflowers will fall within the existing management regime of Tai Tarian, there will be no ongoing revenue burden for NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

### **Recommendations**

11. That this project proposal to supply and plant semi - mature trees and enhance the grass verges at Parc Wern, Caewathan, is

approved and that Councillor Angharad Aubrey's allocation of £925.73 under the Members Community Fund, is awarded.

### **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

### **Implementation of Decision**

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

### **List of Background Papers**

14. This Coedffranc Central initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Angharad Aubrey and Tai Tarian. The quotation for the trees has been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

### **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Coedffranc Central

### **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 tabled by one of the respective Ward Members.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. Installation of a weatherproof shelter to enhance facilities at Skewen Park.

The proposal is to procure and install an ornate shelter at Skewen Park, which falls under the purview of Coedffranc Town Council. The shelter is intended to be a place of refuge for Park users during inclement weather.

The shelter to be purchased is of robust construction, comprising of an aluminium framework and clear toughened glass. The Town Council have chosen a shelter of mainly transparent design to discourage vandalism and anti-social behaviour.

The need for this project has been brought to the attention of Town Councillors, and consequently the Ward Member, by concerned citizens of Coedffranc Central. Skewen Park is situated within a densely populated area and has excellent amenities including a fixed play area, paddling pool, tennis courts, a Multi-Use Games Area (MUGA) and ornamental gardens. As a consequence it receives a high amount of footfall from a variety of users including dog walkers, families with pushchairs, children and young people. Feedback from residents has indicated that the lack of any place of shelter discourages the more vulnerable within the community, particularly the elderly, from using the Park when inclement weather is forecast, and that people are often 'caught out' in the open in the event of rain.



The long term community benefits associated with this project include assisting Parks users by providing shelter from poor weather, enabling residents to spend more time outdoors and adding another amenity to this already popular facility.

The total cost of the shelter, two internal seats, delivery to site and the materials and labour associated with its installation is £7,533.75. Coedffranc Town Council are applying to Councillor Arthur Davies' Members Fund portfolio for £7,500, and the remaining £33.75 will be contributed from Town Council reserves. Should the £7,500 be awarded Councillor Davies' Members Fund balance will be reduced to nil.

### **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.

Coedffranc Town Council have committed to the future care, insurance and maintenance of the shelter, and any costs associated with this will be met by their precept monies.

There will be no revenue burden on NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

## **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That this project proposal for the installation of a weatherproof shelter to enhance facilities at Skewen Park is approved, and that Councillor Arthur Davies contributes £7,500 under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can

be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

### **Implementation of Decision**

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

### **List of Background Papers**

14. This Coedffranc Central initiative has been developed from the Members Community Fund Application Form submitted by Councillor Arthur Davies. Associated papers including the quotation for the shelter and the bank account details for Coedffranc Town Council have been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

### **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Glyncorrwg

### **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 tabled by the Ward Member for Glyncorrwg.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To provide additional play equipment at Ynyscorrwg Park Play Area.

The Ynyscorrwg Play Area falls under the purview of the NPTCBC Streetcare Services, who have pledged their full support to this application for funding.

The proposal is to enhance the existing play facilities by installing two additional pieces of play apparatus; a 'Zig-Zag' twister and a 'Spin-a-Bounce', which is a dynamic combination of both a roundabout and see-saw.

The play area is the only outdoor amenity available to the children and young people in the Ward of Glynccorwg. Representation has been made to the local Ward Member that the play area lacks variety and does not cater to the high volume of activity it receives, particularly during the summer months. The two additional items of equipment will improve play value, make good use of the existing vacant space, and fill identified gaps in provision for apparatus that encourages spinning/rotating.

The long term community benefits associated with the project include encouraging further outdoor play which will in turn reduce obesity in children and promote socialisation between both children and adults alike. The addition of the 'Zig-Zag' twister and 'Spin-a-Bounce' will

greatly enhance a facility which provides a safe and secure environment for play and recreation for all year round community use.

The project costs are based upon quotations secured from reputable Playscape providers. £6,772.02 is sought from Councillor Nicola-Jayne Elsie Davies' Members Fund allocation which is the total cost of delivering the proposal.

### **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.

This proposal has the full support of NPTCBC's Streetcare Services. They will be responsible, as they are now, for the ongoing insurance, maintenance and inspection of the Park for the foreseeable future.

The new play equipment will be of robust construction. It conforms to the relevant British and European standards i.e. steel components to EN 10087:1998, polyester powder paint to EN 13438:2005. The fixings are anti-vandal and corrosion resistant. Due to this there should not be any issues in terms of repair/replacement for the length of the warranty period.

The NPTCBC Streetcare Services will continue to carry day-to-day maintenance, grass cutting, litter picking and site supervision, to ensure the play area is kept clean and safe.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle,

collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

### **Workforce Impacts**

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

### **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

### **Recommendations**

11. That this project proposal to provide additional play equipment at Ynyscorrwg Park Play Area is approved and that Councillor Davies' allocation of £6,772.02 under the Members Community Fund is awarded.



## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## **Implementation of Decision**

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

## **List of Background Papers**

14. This Glyncorrwg initiative has been developed from the Members Community Fund Application Form submitted by Councillor Nicola-Jayne Elsie Davies. The Quotation provided by 'Wicksteed' has been retained for future reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## **Officer Contact**

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

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



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **Report of the Head of Transformation - A.Thomas**

#### **Matter for Decision**

#### **Wards Affected:**

Tonna

### **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 tabled by the Ward Member for Tonna.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To provide Tonna AFC with essential items of training equipment.

Councillor Leanne Jones is applying to the Members Community Fund on behalf of Tonna AFC. If successful, the funding will be used to purchase various items of capital equipment including balls, goals, bibs, hurdles and flags.

The need for the project has been identified by the local Ward Member. Tonna AFC are in dire need of additional and more modern training equipment, which will enable them to continue fielding an adult team and sustain the provision of the popular and engaging sport of football in the Ward of Tonna.

The community benefits associated with this proposal include encouraging participation in an active hobby, helping community members to live a healthy lifestyle, and instilling an ethos of discipline and team work.

The project costs are based upon quotations secured from reputable sports equipment suppliers. The request for grant aid from the Members Community Fund is for £951.25 from Councillor Leanne Jones' allocation, which is the total cost of purchasing the equipment (no match funding). If this applications should be successful, Councillor Jones' Members Fund balance will be reduced to zero.

## **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.

Upkeep of the equipment, its use and its servicing will be the responsibility of the Tonna AFC. The equipment will be used during training sessions under the watchful eye of FAW qualified coaches and when not in use, it will be stored securely under lock and key.

There will be no revenue implications for the Council going forward.

## **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

## **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

### **Consultation**

10. There is no requirement for external consultation on this item.

### **Recommendations**

11. That this project proposal to provide Tonna AFC with essential items of training equipment is approved, and that Councillor Leanne Jones' allocation of £951.25 under the Members Community Fund is awarded.

### **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

### **Implementation of Decision**

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

### **List of Background Papers**

14. This Tonna initiative has been developed from the Members Community Fund Application Form submitted by Councillor Leanne

Jones. The Constitution for Tonna AFC, their Bank Account details, signatories, and the quotation that has been developed to support the bid have been entered on File for reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

**Officer Contact**

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)





## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

### **Cabinet**

5 February 2020

### **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 tabled by one of the Pontardawe Ward Members.

#### **Executive Summary**

2. The Members Community 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.

## **Background**

3. To relocate and house two Automated External Defibrillators (AEDs) in the Pontardawe area, as a means of working towards the first 'Defib Friendly Community', offering universal 24 hour access to lifesaving equipment.

This bid has been developed to 'Assist Voluntary Sector Providers' and is partnered by the Pontardawe Town Council, the 'Heartbeat Trust UK' and the Leon Heart Fund.

The defibrillators are to be relocated to allow for greater emergency access which is essential in a lifesaving situation. Permissions have been received to locate externally mounted defibrillators within protective cabinets at Pontardawe Arts Centre and the Town Council Offices at Herbert Street. This bid is to provide the cabinets, external signage, information boards and publicity material to build awareness and highlight their location.

This proposal is part of a wider initiative spearheaded by the Town Council to fully equip the Ward of Pontardawe with 24 hour accessible defibrillator coverage. On average, 8,000 people in Wales suffer a sudden cardiac arrest outside of hospital each year, and the survival rate is just 3-5%. The chances of survival are greatly increased when an AED is deployed within 5 minutes of arrest. The Town Council has completed an extensive mapping exercise and has identified clear voids in provision and this proposal is the precursor to fully equipping the Ward and becoming a 'defib friendly community'.

The request for grant aid from the Members Community Fund is for £942, the total cost of raising awareness and relocating the defibrillators to new externally mounted cabinets. Councillor A.J. Richards has been asked to support this initiative from his remaining Members Fund allocation.

### **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 defibrillators within the new cabinets will be maintained by the Welsh Ambulance Service.

The defibrillators supplied by the 'Heartbeat Trust UK' are insured for a 10 year period against vandalism or theft. The replacement pads and batteries are covered for 5 years or whenever used on an individual who has suffered a cardiac arrest. This will ensure that the defibrillators are kept in a state of readiness in case of an emergency.

There is no ongoing financial revenue impact for the NPTCBC.

### **Integrated Impact Assessment**

5. 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 as the summary concludes there are positive outcomes for the sustainable development principle, collaboration and involvement, with no impact on equalities or the Welsh language.

### **Valleys Communities Impacts**

6. No implications

## **Workforce Impacts**

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

## **Legal Impacts**

8. 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**

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

## **Consultation**

10. There is no requirement for external consultation on this item.

## **Recommendations**

11. That the project proposal to relocate and house two Automated External Defibrillators (AED's), intended for Pontardawe Arts Centre and Herbert Street, Pontardawe is approved, and that Councillor Richard's allocation of £942 is awarded under the Members Community Fund.

## **Reasons for Proposed Decision**

12. To approve the Application for funding that has been received under the Members Community Fund. Full Funding Applications can be made to the Members Community Fund until the end of the financial year. The Fund will then close. Funds left unallocated will be returned to Reserves.

## Implementation of Decision

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

## **List of Background Papers**

14. This Pontardawe initiative has been developed from the Members Community Fund Application Form submitted jointly by Councillor Anthony Richards and Pontardawe Town Council. The quote for the work and the Bank Account details for the Town Council have been retained for future reference. The first stage Impact Assessment documentation associated with this project proposal has also been retained.

## 15. Officer Contact

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

Tel: 01639 763390, email: [p.hinder@npt.gov.uk](mailto:p.hinder@npt.gov.uk)

