



## ***PWYLLGOR CRAFFU'R CABINET***

***10.00 AM DYDD IAU, 10 RHAGFYR 2020, DYDD IAU, 10 RHAGFYR  
2020***

***O BELL TRWY TEAMS***

**All mobile telephones to be switched to silent for the duration of the meeting**

### **Rhan 1**

1. Croeso a galw'r rhestr
2. Datganiadau o fuddiannau
3. Cofnodion y cyfarfod blaenorol (*Tudalennau 5 - 8*)
  - 4 Tachwedd 2020
4. Diweddariad Llafar am wasanaeth Profi, Orlhain a Diogelu
5. Diweddariad am Banel Aelodau COVID-19 - Cam Adfer (*Tudalennau 9 - 16*)
6. Craffu Cyn Penderfynu
  - Dewis eitemau priodol o agenda'r Cabinet ar gyfer craffu cyn penderfynu (amgaeir adroddiadau ar gyfer yr Aelodau Craffu)
7. Blaenraglen Waith 2020/21 (*Tudalennau 17 - 20*)
8. Eitemau brys  
Unrhyw eitemau brys (boed yn gyhoeddus neu wedi'u heithrio) yn ol disgrisiwn y Cadeirydd yn unol ag Adran 100B (4) (b) o Ddeddf Llywodraeth Leol 1972.

9. Mynediad i gyfarfodydd  
Yn unol â Rheoliad 4 (3) a (5) Offeryn Statudol 2001 Rhif 2290, gellir gwahardd y cyhoedd ar gyfer yr eitem fusnes ganlynol a oedd yn debygol o gynnwys datgelu gwybodaeth eithriedig fel a ddiffinnir ym Mharagraff 14 Rhan 4 Atodlen 12A o Ddeddf Llywodraeth Leol 1972.

## **Rhan 2**

10. Craffu Eitem/Eitemau Preifat Cyn Penderfynu
- Dewis eitemau preifat priodol o agenda cyn craffu Bwrdd y Cabinet (Adroddiadau Bwrdd y Cabinet yn amgaaedig ar gyfer yr aelodau craffu).

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Dydd Gwener, 4 Rhagfyr 2020**

### **Committee Membership:**

**Chairperson: M.Harvey**

**Vice  
Chairperson: S.Rahaman**

**Councillors:** S.E.Freeguard, N.T.Hunt, S.K.Hunt, D.Keogh,  
S.A.Knoyle, A.Llewelyn, S.Miller, R.Mizen,  
J.D.Morgan, S.Paddison, L.M.Purcell, S.M.Penry,  
S.H.Reynolds a/ac A.N.Woolcock

### **Notes:**

- (1) If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*

- (2) *If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*
- (3) *For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*
- (4) *The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) *Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

Mae'r dudalen hon yn fwriadol wag

## Cabinet Scrutiny Committee

(Via Microsoft Teams)

**Members Present:**

**4 November 2020**

**Chairperson:** Councillor M.Harvey

**Vice Chairperson:** Councillor S.Rahaman

**Councillors:** S.E.Freeguard, N.T.Hunt, S.K.Hunt, D.Keogh, A.Llewelyn, S.Miller, R.Mizen, J.D.Morgan, S.Paddison, L.M.Purcell, S.M.Penry, S.H.Reynolds and A.N.Woolcock

**Officers In Attendance** S.Phillips, A.Evans, A.Jarrett, H.Jenkins, C.Griffiths, P. Jackson, J.Woodman-Ralph, C.Davies and C.Plowman

**Cabinet Invitees:** Councillors C.Clement-Williams, D.Jones, L.Jones, R.G.Jones, E.V.Latham, A.R.Lockyer, P.A.Rees and P.D.Richards

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### 1. **Declarations of Interests**

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

Councillor S. Reynolds      Re: Agenda item 5 Department for Work & Pensions (DWP) Kickstart - Gateway Representative as she is a trustee to Canolfan Maerdy

Councillor N.Hunt      Re: Agenda item 4 Christmas Car Parking as his employment is within Port Talbot Town Centre.

### 2. **Minutes of the Previous Meeting**

The minutes of the meeting held on 30 September 2020 were approved.

### 3. **Pre-decision Scrutiny**

The committee scrutinised the following cabinet items:

#### Department for Work & Pensions (DWP) Kickstart – Gateway Representative

Members commended the scheme and discussed the scope and flexibility of the eligibility of the scheme. It was queried whether young people who were not on universal credit but have a small wage would be entitled to this scheme. Officers explained that the criteria was very strict, however if the member had any particular individuals that required support officers could advise them further.

Following scrutiny, the committee was supportive of the proposals to be considered by cabinet.

### 4. **Urgent Items**

Because of the need to deal now with the matter contained in Minute No. 5 below, the Chairman agreed that they could be raised as urgent items pursuant to Statutory Instrument 2001 No. 2290 (as amended).

#### Reason for Urgency

Due to the time element.

### 5. **Continuation of Covid19- Bus Industry Support.**

Members were updated on the Covid19-Bus Industry Support agreements with Passenger Transport Operators.

Discussions took place around advertisement on service buses as this is currently not promoted by Neath Port Talbot Council.

Officers amended the recommendation at the meeting, as follows:

1. That delegated authority be granted to the Director of Environment and Regeneration and the Head of Engineering and Transport and those officers so designated by them to implement the Welsh Government guidance on the

administration of the Bus Emergency Scheme (BES) while this mechanism continues to support the bus industry.

2. That delegated authority be granted to the Director of Environment and Regeneration and Head of Engineering and Transport to enter into Covid-19 Indemnity Agreements with Passenger Transport Operators in accordance with the guidance provided by Welsh Ministers, the Welsh Government Covid19-Bus Industry Support April 2020 and any subsequent guidance that may be issued by the Welsh Government.

Following scrutiny, Members supported the amended recommendations to cabinet.

## 6. **Access to Meetings**

**RESOLVED:** that pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the above Act.

## 7. **Pre-Decision Scrutiny of Private Item/s**

Committee scrutinised the following private Cabinet item:

### Crymlyn Burrows Transfer Station Remodelling – Appointment of Consultants

Members were updated on the private report on the appointment of consultants to support the Crymlyn Burrows Transfer Station Remodelling.

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

### Compulsory Purchase Order

Members were updated on private report relating to the process of undertaking a Compulsory Purchase Order (“CPO”) relating to properties in the vicinity of the proposed Neath Transport Hub.

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

## **CHAIRPERSON**



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

### **Cabinet Scrutiny Committee**

**9 December 2020**

#### **Report of the Assistant Chief Executive and Chief Digital Officer – Karen Jones**

#### **Matter for Information**

**Wards affected: All**

**Report Title: Update on the Covid-19 Member Panel - Recovery  
Phase**

#### **Purpose of Report**

1. To provide a summary of business undertaken by the Panel to date.

#### **Background**

2. Council established a Member Panel earlier this year to advise the Cabinet and Council on the approaches that could be taken during the recovery phase of the pandemic.
3. The Panel has met on four occasions. The main areas considered are summarised below.
4. It is now clear that the Council will need to flex between response and recovery over an extended period of time and consequently the Panel will be recommending to Council that its terms of reference be extended to enable it to inform response as well as recovery. That proposal will be scheduled for consideration at the Annual General Meeting scheduled for 23<sup>rd</sup> December 2020.

#### **Summary**

## 5. Meeting 1 – 28<sup>th</sup> June 2020

- The Panel was provided with an overview of the situation and the way in which the Council was responding and considered an early draft of the “Moving Forward” report which set out a framework for stabilisation;
- The Panel as advised of the estimated financial impact of the pandemic on the Council;
- The Panel commissioned a survey of all elected members to capture feedback on the way in which humanitarian assistance had been provided during the national lockdown period;
- The Panel agreed areas for initial focus: humanitarian assistance and community response; the picture emerging from the Public Services Board’s Community Impact Assessment exercise; warning and information activities, especially how those who are digitally excluded are being catered for; the impact on tourism.

## 6. Meeting 2 – 16<sup>th</sup> July 2020

- The Panel was provided with a further overview of the situation and the key changes made since the previous meeting;
- The Panel received a presentation on the way in which communications work had been organised since 16<sup>th</sup> March. The communications team had been expanded and was covering 7 days/week. A range of existing and new channels of communication and new techniques had been introduced to engage the population. This included writing to all residents; use of radio and face to face communication through the network of volunteers/voluntary and community groups. The establishment of Buy Local was also explained with the hope this would help to sustain local businesses. The Panel was advised that there had been a reduction in bi-lingual communications because of the need for urgency and the lack of linguistic skills in-house although measures were being taken to restore bi-lingual communications when recruiting to new digital marketing posts;
- The Panel received a detailed report on the operation of NPT Safe and Well. The Panel commissioned further work from a wider range of stakeholders to inform further phases of response but also longer term community development. This included: a workshop involving a small group of elected members from each political group; feedback from community organisations using an external, independent research organisation; and consideration of

how this work could be aligned with other community work such as local area co-ordinators and activities delivered through the Education, Leisure and Lifelong Learning Directorate; and

- The Panel considered the results of the survey of all elected members and asked that the findings be examined in more detail through the member workshop which was to be led by the Deputy Leader.

#### 7. Meeting 3 – 8<sup>th</sup> September 2020

- The Panel was provided with a summary of the key changes that had occurred since the previous meeting;
- The Panel received a report from the workshop convened to discuss the humanitarian response and the learning therefrom. The Panel noted the recommendation to concentrate on arrangements to support the community over the autumn/winter period in the first instance, drawing on the learning captured from stakeholders in relation to the national lockdown period. The Panel noted that the workshop was to reconvene to explore this in more detail;
- The Panel received detailed information about the operation of the regional Test, Trace, Protect service; and issues associated with the spread of the virus across the county borough;
- The Panel discussed anti-social behaviour evident in the Neath and Port Talbot town centres and officers outlined the work being done through the Community Safety Partnership to address the issues highlighted;

#### 8. Meeting 4 – 22<sup>nd</sup> October 2020

- The Panel was provided with a summary of the key changes that had taken place since the previous meeting;
- The Panel noted that cases were increasing and that it was likely that a firebreak would be introduced to suppress the virus;
- The Panel discussed the complexity of information that the public were being asked to absorb and noted the continued efforts of the corporate communications and marketing team to help residents understand the most important messages;
- Pressures on the Test, Trace and Protect service were explained together with the measures that were being taken to alleviate those pressures;

- The Panel received a copy of the Community Impact Assessment report produced by the Public Services Board and noted that the Board had decided to prioritise a small number of areas for immediate attention: youth unemployment; homelessness; community response; support for local SMEs;
- The Panel discussed the terms of reference that had been set by Council and in light of the fact that the Council was now dealing with a second response phase it would be recommended that the Panel's remit be extended to inform response and response planning.

### **Financial Impacts**

9. No impacts

### **Consultation**

10. No requirement for consultation on this item.

### **Workforce Impacts**

11. No impacts

### **Legal Impacts**

12. No impacts

## **Integrated Impact Assessment**

13. A screening assessment indicates that a full assessment is not required.

## **Recommended**

14. Cabinet/Cabinet Scrutiny Committee receive and note the work undertaken to date by the Member Panel Coronavirus (Recovery Phase)

## **Appendices**

15. Appendix 1 - Proposed revised terms of reference

## **Officer Contact**

16. Karen Jones, Assistant Chief Executive and Chief Digital Officer  
Tel: 01639 763284  
Email: [k.jones3@npt.gov.uk](mailto:k.jones3@npt.gov.uk)

**Terms of Reference**

**Coronavirus – Member Panel**

**Purpose of Group**

To support and advise the Cabinet and Council on the response to the Covid-19 pandemic and the approaches that could form the basis of the recovery phase from the pandemic.

**Key Tasks**

To help communicate the Council's response to the Covid-19 pandemic

To provide community insight to inform the Council's response to the Covid-19 pandemic

To receive, comment upon and constructively challenge approaches proposed for the recovery phases of the pandemic;

To ensure the views and opinions of the community inform recovery planning processes and activities;

To ensure all members of Council and the political groups are able to inform recovery planning processes and activities;

To assist in ensuring recovery planning is based on a thorough assessment of the impact of the pandemic on communities, drawing out differential impacts between different groups of people, businesses and other organisations;

To test proposals for resuming council services and functions against government guidance and other relevant considerations;

To ensure sound financial estimates of the response and recovery phases are developed;

To test the adequacy of governance arrangements to support the recovery phase;

To assist in capturing the lessons learned from the response phases and to ensure these lessons learned inform recovery planning.

### **Membership**

Chair: Leader of Council - Cllr. R.G.Jones

Cabinet Members: Cllr. E.V.Latham and Cllr. C. Clement-Williams

Labour Group: (5 members) Cllr. M.Harvey, Cllr. S.M.Penry, Cllr. S.Reynolds, Cllr. D. Cawsey and Cllr. M. Protheroe

Plaid Cymru Group: (3 members) Cllr. A. Llewelyn, Cllr. L. Purcell and Cllr. J.D. Morgan

Independent Group: (2 members) Cllr. S.K. Hunt and Cllr. H.C.Clarke

### **Frequency of Meetings**

Every 4 weeks unless otherwise agreed by the Panel by majority decision

### **Reports to**

Cabinet

### **Other Matters**

Is able to commission research and advice from Council officers

Is able to invite third parties to give evidence to the committee



**DRAFT**  
**Cabinet Scrutiny Committee**  
**Forward Work Programme 2020/21**

Date of Meeting	Agenda Item	Officer
21 October		
4 November		
11 November	(Special Budget)	
25 November		

Tudalen 17

Eitem yr Agenda 7

9 December	Test, Trace and Protect – update	
	Covid -19 Recovery Strategy (inclusion of Local Area Co-ordinators)	
Special Meeting (Date TBC)	Public Services Board – look at the Health Board specifically and have a representative from the Health Board attend the meeting	
6 January	(Budget)	
3 February		
24 February		

17 March	(Special Budget)	
7 April		
21 April		

**Items to be programmed in for future meetings**

- Urgency Actions to be reported back for information

Mae'r dudalen hon yn fwiadol wag