



## **C O U N C I L   S U M M O N S**

**To all Members of Council**

**You are hereby summoned to attend a**

**MEETING OF THE COUNCIL**

**to be held at 2.00 pm on**

**25 May 2022**

**Hybrid Meeting**

**(Attendance at Council Chamber or Remotely via Microsoft Teams \***

**\*Please ensure Democratic Services are notified if you intend to be present in the Chamber).**

**ALL MOBILE TELEPHONES TO BE SWITCHED TO SILENT FOR THE DURATION OF THE MEETING**

***Webcasting:** This meeting may be filmed for live or subsequent broadcast via the Council's Internet Site. By participating you are consenting to be filmed and the possible use of those images and sound recordings for webcasting and/or training purposes.*

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

### **PART A**

1. Welcome and Roll Call
2. Mayor's Announcements

3. Declarations of Interest

## **PART B**

4. Annual General Meeting and Election of Chair/Vice Chair for 2022/2023 (Pages 3 - 6)
5. Annual General Meeting and Reconstitution of Council 2022/2023 (Pages 7 - 10)
6. Scheme of Delegation (Pages 11 - 14)

## **PART C**

7. Notice of Motion under Section 10 of Part 4 (Rules of Procedure) the Council's Constitution
8. Questions from Members, with Notice, under Rule 9.2 of the Council's Procedure Rules
9. Urgent Items  
*Any urgent items (whether public or exempt) at the discretion of the Mayor pursuant to Section 100B (4) (b) of the Local Government Act 1972.*



**Chief Executive**

**Civic Centre  
Port Talbot**

**Thursday, 19 May 2022**

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Council

25<sup>th</sup> May 2022

### Report of the Chief Executive

#### Matter for Decision

#### Wards Affected:

All wards

#### Annual General Meeting and election of Chair/Vice Chair for 2022/2023

#### Purpose of the Report:

1. To fulfil the legal requirements of the Local Government Act 1972 and the Constitution of Neath Port Talbot County Borough Council and hold an Annual General Meeting for the civic year 2022/2023

#### Background:

2. In accordance with the Council's Constitution, the Council is obliged at its annual meeting to undertake the following:
  - (a) elect a person to preside if the Chair of Council is not present; but no member of the Executive can preside, or be Chair or Vice Chair of the Council;
  - (b) elect the Chair of the Council (who will be entitled "Mayor");
  - (c) appoint the Vice Chair of the Council (who will be entitled "Deputy Mayor");
  - (d) receive any announcements from the Chair and/or Chief Executive;
  - (e) elect the Leader and Deputy Leader of the Council;
  - (f) agree the number of Members to be appointed to the

Executive;

- (g) appoint Scrutiny Committees, a Standards Committee and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions (as set out in Part 3 of this Constitution)
  - (h) agree such delegations as the Constitution determines it is for the Council to agree (as set out in Part 3 of this Constitution)
  - (i) approve a programme of ordinary meetings of the Council and its Committees for the year, and
  - (j) consider any business set out in the notice convening the meeting.
3. The election of chair shall be the first business transacted at the annual meeting of the Council. In light of discussions still ongoing between political parties as to the make-up of the Council for the civic year 2022/2023, it is recommended that items (b) and (c) of paragraph 2 of this report and the appointment of Mayor/Deputy Mayor be deferred to the next meeting of the Full Council.

**Financial Impacts:**

4. There are no financial impacts associated with this report

**Integrated Impact Assessment:**

5. There is no requirement for an Integrated Impact Assessment as this is a report in respect of governance arrangements only

**Valleys Communities Impacts:**

6. There are no valley community impacts

**Workforce Impacts:**

7. There are no workforce impacts associated with this report

**Legal Impacts:**

8. The report discharges duties placed on the Council pursuant to the Local Government Act 1972

**Risk Management Impacts:**

9. Failure to ensure that the appropriate appointments are made could render the Council in breach of its statutory duties.

**Consultation:**

10. There will be no requirement for any consultation.

**Recommendations:**

11. It is recommended that in light of discussions still ongoing between political parties as to the make-up of the Council for the civic year 2022/2023, it is recommended that (b) and (c) of paragraph 2 of this report be deferred to the next meeting of the Full Council.

**Reasons for Proposed Decision:**

12. To ensure the Council is appropriately constituted pursuant to the Local Government Act 1972 and Local Government Act 2000

**Implementation of Decision:**

13. The decision is proposed for implementation immediately

**Appendices:**

14. None

**List of Background Papers:**

15. Constitution of Neath Port Talbot County Borough Council

**Officer Contact:**

Karen Jones  
Chief Executive  
Tel: 01639 763284 or E-mail: [chief.executive@npt.gov.uk](mailto:chief.executive@npt.gov.uk)

Craig Griffiths  
Head of Legal and Democratic Services  
Tel: 01639 763767 or E-mail: [c.griffiths2@npt.gov.uk](mailto:c.griffiths2@npt.gov.uk)

Stacy Curran  
Democratic Services Manager  
Tel: 01639 763194 or E-mail: [s.curran@npt.gov.uk](mailto:s.curran@npt.gov.uk)

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Council

25<sup>th</sup> May 2022

### Report of the Chief Executive

#### Matter for Decision

#### Wards Affected:

All wards

#### Annual General Meeting and Reconstitution of Council 2022/2023

#### Purpose of the Report:

1. To fulfil the legal requirements of the Local Government Act 1972 and the Constitution of Neath Port Talbot County Borough Council and hold an Annual General Meeting for the civic year 2022/2023

#### Background:

2. In accordance with the Council's Constitution, the Council is obliged at its annual meeting to undertake the following:
  - (a) elect a person to preside if the Chair of Council is not present; but no member of the Executive can preside, or be Chair or Vice Chair of the Council;
  - (b) elect the Chair of the Council (who will be entitled "Mayor");
  - (c) appoint the Vice Chair of the Council (who will be entitled "Deputy Mayor");
  - (d) receive any announcements from the Chair and/or Chief Executive;
  - (e) elect the Leader and Deputy Leader of the Council;
  - (f) agree the number of Members to be appointed to the Executive;

- (g) appoint Scrutiny Committees, a Standards Committee and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions (as set out in Part 3 of this Constitution)
  - (h) agree such delegations as the Constitution determines it is for the Council to agree (as set out in Part 3 of this Constitution)
  - (i) approve a programme of ordinary meetings of the Council and its Committees for the year, and
  - (j) consider any business set out in the notice convening the meeting.
3. In light of discussions still ongoing between political parties as to the make-up of the Council for the civic year 2022/2023, it is recommended that items (e) to (i) of paragraph 2 of this report be deferred to the next meeting of the Full Council.

**Financial Impacts:**

4. There are no financial impacts associated with this report

**Integrated Impact Assessment:**

5. There is no requirement for an Integrated Impact Assessment as this is a report in respect of governance arrangements only

**Valleys Communities Impacts:**

6. There are no valley community impacts

**Workforce Impacts:**

7. There are no workforce impacts associated with this report

**Legal Impacts:**

8. The report discharges duties placed on the Council pursuant to the Local Government Act 1972



### **Risk Management Impacts:**

9. Failure to ensure that the appropriate appointments are made could render the Council in breach of its statutory duties.

### **Consultation:**

10. There will be no requirement for any consultation.

### **Recommendations:**

11. It is recommended that in light of discussions still ongoing between political parties as to the make-up of the Council for the civic year 2022/2023, it is recommended that items (e) to (i) of paragraph 2 of this report be deferred to the next meeting of the Full Council.

### **Reasons for Proposed Decision:**

12. To ensure the Council is appropriately constituted pursuant to the Local Government Act 1972 and Local Government Act 2000

### **Implementation of Decision:**

13. The decision is proposed for implementation immediately

### **Appendices:**

14. None

### **List of Background Papers:**

15. Constitution of Neath Port Talbot County Borough Council

### **Officer Contact:**

Karen Jones  
Chief Executive  
Tel: 01639 763284 or E-mail: [chief.executive@npt.gov.uk](mailto:chief.executive@npt.gov.uk)

Craig Griffiths  
Head of Legal and Democratic Services  
Tel: 01639 763767 or E-mail: [c.griffiths2@npt.gov.uk](mailto:c.griffiths2@npt.gov.uk)

Stacy Curran  
Democratic Services Manager  
Tel: 01639 763194 or E-mail: [s.curran@npt.gov.uk](mailto:s.curran@npt.gov.uk)

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

**Council**  
**25<sup>th</sup> May 2022**

### **Report of the Chief Executive**

#### **Matter for Decision**

#### **Wards Affected:**

All

#### **Scheme of Delegation**

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

To put in place decision making arrangements until Neath Port Talbot County Borough Council is fully constituted.

#### **Background:**

This report addresses the matter of decision making for the period from the 25<sup>th</sup> May 2022 until the date of the next meeting of Full Council.

Given the result of the Local Government Election on 5<sup>th</sup> May 2022, the Council needs to have a system in place to enable decisions to be made about essential business up until the date of the next meeting of Full Council and until a reconstitution of Council takes place.

This report is intended to cover that gap by extending delegated power to the Chief Executive subject to consultation with Members.

The delegation is intended to be used sparingly for important matters that cannot be left until reconstitution has taken place.

#### **Financial Impacts:**

There are no financial impacts associated with this report

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

There is no requirement for an integrated impact assessment for this report.

**Valleys Communities Impacts:**

There are no valley community impacts associated with this report.

**Workforce Impacts:**

There are no workforce impacts associated with this report

**Legal Impacts:**

Ensuring continuity of decision making will allow for compliance with the Constitution of Neath Port Talbot County Borough Council

**Risk Management Impacts:**

Failure to ensure continuity of decision making could render the Council exposed to challenge.

**Consultation:**

There is no requirement for external consultation on this report.

**Recommendations:**

It is recommended that

(1) any matters which normally require determination by Cabinet or Cabinet Boards, Cabinet members, any Committee or Sub Committee of the Council, and which in the view of the Chief Executive, necessitates a decision to be taken during the period from the 25<sup>th</sup> May 2022 until the date of the next meeting of Full Council, then the Chief Executive shall have delegated power to take a decision and to authorise any action on the matters in question, subject to the following:-

- (a) any decisions taken must comply with normal reporting format, including compliance statement and reason for decision, except that implementation shall be with immediate effect without any call-in requirement;
- (b) all decisions shall be reported back to Members;

(c) this delegation will not include any determination of planning applications which are normally determined by the Planning Committee, unless deemed urgent by the Head of Planning and Public Protection in the context of statutory timescales; nor will it include decisions on any planning matters deemed to be “controversial” in the view of the Head of Planning and Public Protection.

(d) in exercising the above delegated powers, the Chief Executive will be required to consult with the Leaders of each political group.

(2) the Mayor or Deputy Mayor be authorised to be present at the opening of tenders during the period from the 25<sup>th</sup> May 2022 to the date of the next meeting of Full Council.

**Reasons for Proposed Decision:**

To ensure continuity of decision making until the re-constitution of the authority.

**Implementation of Decision:**

This decision is proposed for implementation immediately.

**Appendices:**

None

**List of Background Papers:**

None

**Officer Contact:**

Karen Jones  
Chief Executive  
Email: [chief.executive@npt.gov.uk](mailto:chief.executive@npt.gov.uk)

Craig Griffiths  
Head of Legal and Democratic Services  
Email: [c.griffiths2@npt.gov.uk](mailto:c.griffiths2@npt.gov.uk)

This page is intentionally left blank