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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr
Bridgend County Borough Council



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

*We welcome correspondence in Welsh. Please
let us know if your language choice is Welsh.*

**Gwasanaethau Gweithredol a Phartneriaethol /
Operational and Partnership Services**

Deialu uniongyrchol / Direct line /: 01656 643148
Gofynnwch am / Ask for: Mr Mark Anthony Galvin

Ein cyf / Our ref:
Eich cyf / Your ref:

Dyddiad/Date: Thursday, 12 May 2016

Dear Councillor,

ANNUAL MEETING OF COUNCIL

You are hereby summoned to attend the Annual meeting of the Bridgend County Borough Council to be held in the Council Chamber, Civic Offices, Angel Street, Bridgend, on **Wednesday, 18 May 2016 at 2.00 pm**

AGENDA

1. Apologies for absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest from Members/Officers in accordance with the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 3 - 14
To receive for approval the minutes of a meeting of Council dated 13 April 2016
4. To receive announcements from the Mayor, Councillor RE Young
5. To elect the Mayor, to be invested at the Civic Inauguration Ceremony on 25 May 2016 and the Mayor (Elect) to announce their Consort/Escort
6. To appoint the Deputy Mayor to be invested at the Civic Inauguration Ceremony on 25 May 2016, and the Deputy Mayor (Elect) to announce their Consort/Escort
7. To receive any announcements from the newly elected Mayor
8. The Mayor to announce the:
 - (i) Youth Mayor of the County Borough of Bridgend
 - (ii) Deputy Youth Mayor of the County Borough of Bridgend
9. To elect the Leader of Bridgend County Borough Council

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Rydym yn croesawu gohebiaeth yn y Gymraeg. Rhowch wybod i ni os yw eich dewis iaith yw'r Gymraeg

We welcome correspondence in Welsh. Please let us know if your language choice is Welsh

10. To agree the number of Members to be appointed to the Cabinet
11. The Leader to appoint Members of the Cabinet
12. The Leader may announce the Deputy Leader of Bridgend County Borough Council from those Members appointed to the Cabinet and may announce the appointment of Cabinet Members to portfolios
13. To receive the report of the Leader
14. Capital Programme 2016-17 to 2015-26 15 - 28
15. Proposed Programme of Ordinary meetings of the Council and Council Committees 29 - 46
16. Report of the Independent Remuneration Panel for Wales - Members Remuneration 47 - 74
17. Appointments to Council Committees and Other Council Bodies 75 - 104
18. Representation on Outside Bodies and other Committees 105 - 108
19. To receive the following Notice of Motion from the Cabinet Member Regeneration and Economic Development:-

"This Council believes that the County of Bridgend will be stronger, safer and better off by a referendum result in favour of remaining in the European Union"

Yours faithfully

P A Jolley

Corporate Director Operational and Partnership Services

Distribution:

Councillors:

S Aspey
M Butcher
N Clarke
HJ David
G Davies
GW Davies MBE
PA Davies
E Dodd
DK Edwards
L Ellis
N Farr
EP Foley
CA Green
M Gregory
EM Hughes
CJ James
P James
RM James

Councillors

RD Jenkins
PN John
B Jones
CL Jones
M Jones
RC Jones
DRW Lewis
JE Lewis
JR McCarthy
HE Morgan
LC Morgan
MEJ Nott OBE
AD Owen
DG Owen
D Patel
G Phillips
DR Pugh
CL Reeves

Councillors

M Reeves
D Sage
CE Smith
JC Spanswick
G Thomas
M Thomas
RL Thomas
JH Tildesley MBE
HJ Townsend
E Venables
KJ Watts
C Westwood
DBF White
PJ White
HM Williams
R Williams
M Winter
RE Young

MINUTES OF A MEETING OF THE COUNCIL HELD IN COUNCIL CHAMBER, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON WEDNESDAY, 13 APRIL 2016 AT 3.00 PM

Present

Councillor RE Young – Chairperson

M Butcher	N Clarke	HJ David	G Davies
GW Davies MBE	PA Davies	E Dodd	DK Edwards
EP Foley	CA Green	M Gregory	EM Hughes
CJ James	P James	RM James	RD Jenkins
PN John	B Jones	CL Jones	M Jones
RC Jones	DRW Lewis	JE Lewis	JR McCarthy
HE Morgan	LC Morgan	MEJ Nott OBE	AD Owen
D Patel	G Phillips	DR Pugh	CL Reeves
M Reeves	CE Smith	JC Spanswick	G Thomas
M Thomas	RL Thomas	JH Tildesley MBE	HJ Townsend
KJ Watts	C Westwood	DBF White	HM Williams
R Williams			

Officers:

Susan Cooper	Corporate Director - Social Services & Wellbeing
Andrew Jolley	Corporate Director Operational & Partnership Services
Deborah McMillan	Corporate Director Education & Family Support
Darren Mepham	Chief Executive
Satwant Pryce	Head of Regeneration and Planning
Andrew Rees	Senior Democratic Services Officer - Committees

602. APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Members:-

Councillor D Pugh
Councillor E Venables
Councillor N Farr
Councillor PJ White
Councillor D Sage
Councillor M Winter

603. DECLARATIONS OF INTEREST

The following Officers declared an interest in Agenda item 6 as they were directly affected by the report's proposals, and they left the meeting whilst this report was being discussed:-

Corporate Director, Social Services and Wellbeing
Corporate Director, Education and Transformation
Head of Regeneration and Development

Assistant Chief Executive, Legal and Regulatory Services

604. APPROVAL OF MINUTES

RESOLVED: That the Minutes of an Extraordinary meeting of Council dated 10 March 2016, be approved as a true and accurate record.

605. TO RECEIVE ANNOUNCEMENTS FROM:

Mayor

The Mayor confirmed that he had the pleasure of hosting the annual Mayor's citizenship awards in March where he presented 24 awards to a diverse range of both individuals and groups. It was heartening to hear about the good work that was happening in our community encompassing all age groups and areas of the Borough. He had already visited two of the winners to witness first hand what they do and was planning to visit as many as possible before the end of his Mayoral term. He thanked all those who had submitted nominations for the awards.

On a more sober note, after the tragic events in Belgium on the 22 March, the Mayor confirmed that he had written to the Belgium Ambassador in his capacity as Mayor, to express on behalf of everyone across the County Borough of Bridgend, our collective and sincere sympathy on the dreadful events that had taken place there. He had received a letter of reply which thanks the citizens of Bridgend warmly for their expression of solidarity and appreciation of our continued support. He would arrange for a copy of this to be placed in the Members' room for anyone who wishes to read the full response.

Continuing with his theme of faith, The Mayor Advised that he and his Consort had attended a Passover interfaith event at Cardiff United Synagogue. It was very interesting to have the opportunity to learn about this important annual Jewish festival, its history, religious significance and its position in the Jewish way of life. He had also been invited to attend a multi-faith event at Tondu Mosque next week, and looked forward to meeting with representatives of the different faiths.

The Mayor announced that he wished to invite those present to his last two big charity events. The Mayor's Annual Charity Gala would this year take place in the Heronston Best Western Hotel on Saturday 23rd April. Master of Ceremonies is Lee Jukes and there will be entertainment and dancing from the Phil Dando Band. The Charity Golf Tournament at the beginning of May would be hosted at Pyle and Kenfig Golf Club. This was an 18 hole event with team prizes and an evening meal. Tickets and further information for both can be obtained from Mari Major or Councillor Marlene Thomas the Mayor concluded.

Deputy Leader

The Deputy Leader stated that Members may have seen recent news reports from Scotland where 17 schools built under the Public Finance Initiative had to be evacuated after severe structural defects were detected.

All of the affected schools had been built by the same company. As our own Maesteg Comprehensive is a PFI school, we have checked with our PFI provider, Amber Infrastructure, and he was happy to confirm that they have reassured the Authority that it

was not constructed by the same company. He hoped this re-assured Members. Amber Infrastructure would be writing to all local authorities to confirm this very soon.

The new home for Ysgol Bryn Castell and The Bridge Alternative Provision was officially opened recently at the site of the former Ogmores Comprehensive School. The old school had been completely remodelled and transformed to create the new 'Bryncethin Campus', which supports children aged up to 19-years-old who have emotional, behavioural and social difficulties, and could not be educated in their mainstream local schools. This was the latest project to be delivered through the Council's ongoing 21st Century school modernisation programme, and the Bryncethin Campus represented a different sort of achievement, in that we have taken a former comprehensive school and have completely remodelled it. As well as enabling us to provide valuable places at key stages two, three and four, it offers further additional capacity for our post-16 provision, and provided a first-rate facility for pupils who would have formerly attended the old PRU at Aberkenfig, and YBC at Cefn Glas, which he thought it was fair to say, were tired and no longer fit for purpose. As these vulnerable pupils live all throughout the County Borough, the site is also conveniently central, easily accessible and has room to spare for housing all of the support services necessary for giving children the very best start in life. The Deputy Leader confirmed that he wished to offer his sincere thanks to everyone who had played a part in helping to deliver the Bryncethin Campus, from the project team who put it together to the teachers and pupils themselves, especially the pupils who took part in the ceremony, and to hear them speak about the progress they have made. Their contributions were both moving and inspirational he concluded.

Cabinet Member Communities

The Cabinet Member Communities announced that he was sure that Members are familiar with Newbridge Fields. With its prominent location, sports facilities, green open space and scenic river route, it was one of the County Borough's most popular spots for people to visit and enjoy.

He confirmed that the Council had recently carried out some work to install a new tarmac footpath so that even more people will be able to access the fields.

The path has been designed for people with limited mobility and wheelchair users. It means that the existing path running from Bridgend Life Centre to the cricket pavilion has been extended further so that it joins up with the lane that runs from Bowham Avenue to the fields.

This was one of the suggestions that the Council received during last year's 'Shaping Bridgend's Future' consultation and he was really pleased that we had been able to implement it.

The new path will also be of benefit for dog walkers and other users during wet weather he added.

In addition to this, the Council was also improving access at other green spaces around the County Borough, including Maesteg Welfare Park, Tremains Wood and Craig Y Parcau, as well as Wilderness Lake in Porthcawl, which we have carried out in partnership with Porthcawl Town Council.

He also wished to inform Council, that during 2015/16 Bridgend County Borough Council was successful in securing more than £4.4m of Social Housing Grant from the Welsh Government.

This figure represented nearly three times the amount of £1.5m that was originally allocated to the Council, and would allow the development of over 70 units of new affordable accommodation in the County Borough. He looked forward to bringing Members more news on this as it developed further.

Cabinet Member Children's Social Services and Equalities

The Cabinet Member Children's Social Services and Equalities confirmed that the announcements below also included those of the Cabinet Member Adult Social Care and Health and Wellbeing, as he had given apologies for absence for today's meeting.

The way in which vulnerable people receive care and support changed earlier this month with the launch of the Social Services and Well-Being (Wales) Act. Designed to give people a greater say in how their care and support is assessed and delivered by local providers, the Act was radically transforming the way in which sustainable services meet the needs of individuals.

She added that It focused on earlier intervention, increasing preventative services within the community and helping people to maintain their independence. As well as providing a framework that enables people to get the help they need before their situation becomes critical, it also helps to deliver improved outcomes by promoting greater integration between health and social care services.

This was a landmark development in social care and wellbeing as it gives people a stronger voice and real control over the support they need to remove barriers to their wellbeing.

The Cabinet Member Children's Social Services and Equalities advised that people who are already receiving care and support will take part in the new process on their next scheduled review date, and it will be automatically applied to all new applications. In the meantime, a website has been set up at www.gov.wales/careandsupport which offers full details about the new Act and what impact it will have on carers, young carers, children and young people, older residents and disabled people.

She then confirmed that plans were underway to develop two new Extra Care schemes at the former comprehensive school sites of Maesteg Lower and Archbishop McGrath in Ynysawdre. In partnership with Linc Cymru Housing Association, the project would create a total of 45 new Extra Care units with 20 located at Maesteg and 25 at Ynysawdre. The schemes had been developed as part of the Council's ongoing plans for modernising residential care services, and would offer a residential care option to our existing residents for as long as required.

The Cabinet Member Children's Social Services pointed out that people in Bridgend County Borough want alternatives to traditional residential care, and we also want to create more sustainable care models to respond to projected increases in demand for care services.

Extra Care remains the future of care throughout the UK, and she assured that work with staff, service users and their families would continue, in order to ensure a smooth transition into the new facilities once they have been completed.

A Member thanked the Cabinet and the Corporate Director Resources for the recent adaptations that had been undertaken in respect of widening the doors and providing door control opening devices on Level 1 to and from the Council Suite and the Members lounge, which assisted greatly individuals with a disability.

Cabinet Member Resources

The Cabinet Member Resources advised Members that the next pre-Council presentation will now take place in June and is scheduled to be on the subject of the Central South Consortium.

On 25th April, there will be a further member development session on Carbon Reduction. He encouraged as many elected Members as possible to attend this session, as it would focus on the Council's Energy and Carbon Management Plan and its key priorities and strategies.

The plan contributes towards the Climate Change section of the Welsh Government Environment (Wales) Bill, positioning Wales as a low carbon, green economy.

Finally, Members will by now have received their annual related party transactions form in their pigeon hole plus guidance on its completion.

He asked Members if these could be completed and returned to the Officer indicated by the 18th April.

Cabinet Member Regeneration and Economic Development

The Cabinet Member Regeneration and Economic Development, confirmed that the County Borough would host a prestigious sports event between 16th and 17th April with the arrival of the Welsh leg of the British Longboard Surf Competition. This UK wide event attracts the top longboard surfers who battle it out over a series of five events staged throughout the year at venues such as Rest Bay, Newquay, Woolacombe, Perenporth and Jersey. The Council had worked with Porthcawl Surf School to help deliver this locally, and you could expect to see the likes of Ben Skinner, currently ranked third-best in the world, past European champion Elliot Dudley and the current British number two, Sam Bleakley, all competing in Porthcawl. The event was being used as a training platform for Welsh Surf judges and will coincide with a super beach clean-up by the likes of Keep Wales Tidy, the Marine Conservation Society and the SAS – Surfers Against Sewage. He hoped Members would agree that this is something of a coup and he looked forward to the event's success.

Work had also started on the new 4KM cycle route that was being created along Porthcawl seafront to ensure that it is ready in time for the summer holidays.

The route will incorporate a number of improvements so that users can continue to cycle from Rest Bay and Mallard Way all the way down to Trecco Bay.

Work had started on West Drive, and the scheme will improve conditions for cyclists and walkers by widening footways, installing new kerbs and signage, improving drainage, and will also involve some resurfacing.

The route was being used to encourage active travel to and from work or school as well as for leisure purposes, and will feature convenient bike racks as well as facilities where bikes can be hired in a fashion similar to the famous 'Boris Bikes' system in London. The project was being delivered with the Bridgend Tourism Association and funding had been awarded from the Coastal Communities Fund for the work, so he was delighted to see things 'moving up a gear'.

Finally, the Cabinet Member Regeneration and Economic Development thanked Hugh Murray, proprietor of Porthcawl Surf School and Director of Bridgend Tourist Association for his part in promoting the provision of 2 new replica surfer benches along the

Esplanade, Porthcawl. He felt that these had been uniquely designed in that one of these was facing the coast and the other was facing inland (the selfy bench).

A Member confirmed that he was delighted with the provision of the cycle track as mentioned above, as was the Porthcawl Town Council he added.

Chief Executive

The Chief Executive announced that preparations for next month's Welsh Assembly, Ogmore Parliamentary and Police and Crime Commissioner elections were underway. As local people will be asked to complete up to four ballot papers depending on where they live, it is important that residents familiarise themselves with what to expect, as this was somewhat complicated due to there being two Elections.

To help keep local people informed, BCBC are issuing regular messages and updates to the media, via its website and through social media also. A prominent part of this, incorporated a series of short promotional films that were being made in-house, to coincide with key developments in the electoral process.

The first of these short films had already been completed and issued, and focused on the issuing of poll cards to local households. There will be another shortly which would explain how to complete and submit postal votes. A third film was also being planned, to look at what people can expect to find at polling stations on election day.

As Members knew, there were a couple of important dates that people should be aware of. The deadline for voter registration was Monday 18 April, while the deadline for submitting a postal vote application form is Tuesday 19 April. The deadline to apply to vote by proxy is Tuesday 26 April.

Further details could be found on the 'Elections' pages at www.bridgend.gov.uk along with some short films, which will also be hosted at You Tube and shared via Facebook and Twitter.

Our website also features full details of all candidates as well as information about the election for a Police and Crime Commissioner, so he hoped that Members would encourage their constituents to visit the site and find out more.

The Chief Executive also wished to update Members on the Cardiff Capital Region Deal. The signing of the heads of terms agreement on 15th March marked the end of the first phase of work, and it was worth noting that due to the efforts of all concerned, we managed to get to the end of this phase quicker than has been achieved in any city deal across the UK.

The heads of terms agreement set out the partnership between the 10 Councils, UK Government and Welsh Government.

The UK and Welsh Government were each contributing £500 million to the fund, and the 10 local authorities will contribute £120m over the 20 year period of the fund. In addition, over £100m from the European Regional Development Fund has been committed to delivering the City Deal.

The Cardiff Capital Region believes that investments in these areas will deliver up to 25,000 new jobs and bring forward at least £4 billion of additional investment from local partners and the private sector by 2036.

Given the importance of the Metro to the UK Government, Welsh Government and Cardiff Capital Region, a proportion of the Investment Fund will be pre-allocated to the delivery of this scheme.

The heads of terms also sets out how we intend to explore issues such as the devolution of business rate income above an agreed growth baseline in order to provide funding for the City Deal programme, providing an ability to levy an infrastructure supplement, creating an option for local authorities to use alternative finance sources, and removing conditions set around some specific Welsh Government grants that will allow funding to be pooled at a regional level in areas such as school support or interventions that seek to address poverty.

With Phase One being concluded with the reaching a heads of terms agreement with both governments, now Phase Two is expected to run to the end of this calendar year and will involve concluding the detailed negotiations, establishing various governance arrangements and identifying and selecting projects. Phase Three is the delivery phase, and assuming that all parties agree the final terms of the deal as worked through in Phase Two, this is expected to begin in early 2017.

Our immediate priorities are to put a full-time dedicated team in place, ideally seconded from within the 10 authorities, and to develop proposals for a shadow Cabinet, an economic growth partnership, a regional transport authority, a regional business organisation and a growth and competitiveness commission.

The Chief Executive concluded his submission by stating that he would share with Members, further news on the City Deal as it developed.

606. TO RECEIVE THE REPORT OF THE LEADER

The Leader informed Members that he had once again written as Leader of Bridgend County Borough Council to Prime Minister David Cameron urging the Government to take swift action over the UK steel crisis.

This was the third time he had written to the Prime Minister asking him to ensure the Government acts quickly and decisively in response to the on-going crisis within the UK steel industry.

It follows both the recent announcement about how Tata Steel is planning to sell off its UK interests, and the cross-party support expressed here at the Council for a national charter on the production of sustainable British steel.

Should we lose this industry, the effects will be felt and borne not just by those who are closest to it now, but by future generations and for decades to come, the Leader added.

Research undertaken by the Cardiff Business School shows the total economic impact of Tata Steel in Wales is £3.2bn. Inter-regional export revenues amount to more than £2bn, and more than 10,000 full time equivalent jobs are supported off-site in the Tata supply chain, many of them via small-to-medium sized enterprises. More than 6,500 people are currently employed in the steel industry across Wales, and of the 3,500 who work at the Port Talbot plant, just under 600 were residents of Bridgend County Borough.

The Leader emphasised, that unless urgent action was taken on a national scale, communities throughout the UK will be feeling the impact of this crisis for years to come.

Therefore, he was sure that Members would agree that this issue must be brought to a speedy and satisfactory conclusion.

On a brighter note, the Leader advised that an iconic Porthcawl building had been brought back into use as we have transferred the Old Pilot Lookout Tower over to the National Coastwatch Institution, and they will be starting weekend watches this summer. It will be manned by trained NCI volunteers who will help spot danger on and offshore that amateur sailors and fishermen can stay safe.

The project had been made possible with Heritage Lottery Funding and contributions from the Council and Cadw, and the Grade II listed tower had been restored to its former glory through the Porthcawl Townscape Heritage Initiative. The Leader confirmed that he was delighted that the building was enjoying a new lease of life. Its restoration complements the exciting work planned for the nearby Jennings Building and Customs House, and was another important step forward in Porthcawl's overall regeneration.

607. JNC OFFICER STRUCTURE AND APPOINTMENT OF SECTION 151 OFFICER

The Chief Executive presented a report, that sought approval for the following:

- The deletion of the role of the Corporate Director Resources
- The replacement of the current role of Assistant Chief Executive LARS with a new role of Corporate Director of Operational and Partnership Services (and not Operational Services and Partnerships as was outlined in the report)
- Re-designation of the Corporate Director Education and Transformation as Corporate Director Education and Family Support
- The appointment of the Head of Finance and ICT as the Council's Section 151 Officer

He confirmed that as Members were probably aware, the Corporate Director Resources was soon to leave the Authority and this had allowed him together with support from the Corporate Management Board (CMB), to look at the JNC Officer restructure to include the appointment of a Section 151 Officer.

The Chief Executive confirmed that the proposals of his report would assist in driving forward the Council's Corporate Plan 2016-20, by providing increased support to the Plan's Corporate themes, which were to support a successful economy, help people to be more self-reliant, and in particular, make smarter use of Council resources. The report's recommendations if adopted, would allow for a planned recurring saving of £127k to be achieved with immediate effect under the Medium Term Financial Strategy (MTFS).

He referred to the background to the report, and advised that the resignation of the Corporate Director Resources provided an opportunity to re-allocate the functions of this post between other Directorates and to make adjustments to roles and designations of Corporate Directors, that would include also a re-alignment in terms of the responsibility for certain key service areas.

The Chief Executive confirmed that the Corporate Director Education and Transformation had now defined and established the Council's transformation programme. Therefore, there was a need to re-designate this role to more clearly reflect the current position and status of the transformation programme.

He went on to state, that the re-allocation of functions of the Corporate Director Resources could be accommodated amongst the remaining members of CMB, thus allowing this post to be deleted. The Chief Executive added however, that additional duties to be allocated to the current Assistant Chief Executive LARS, meant that the portfolio of this position would increase to a scale and complexity consistent with that of a Corporate Director. This was in light of the fact that this post holder would have increased line management responsibility for Housing and Homelessness, Information and Communication Technology (ICT), Human Resources and Organisational Development, Customer Service and Communications and Marketing and Project Management, in addition to his existing responsibilities. It was therefore considered that this post be re-designated Corporate Director Operational and Partnership Services to reflect responsibility of these extra Departments and service areas. This would mean that CMB would decrease in number from 6 to 5 Officers.

The Chief Executive continued by advising that there would be no change to the role of the Corporate Directors Social Services and Wellbeing and Communities, but it was proposed that the Director of Education and Transformation be re-designated Director Education and Family Support. There would be some re-alignment of responsibility associated with the role, but this would not necessitate any change to the posts grade/salary.

Finally, confirmed the Chief Executive, the current Head of Finance and ICT would assume the role of Section 151 Officer, which was a large role of the Corporate Director Resources, though the new post would not include responsibility for ICT. The Section 151 Officer would be included as part of CMB in order to report regularly of the financial affairs of the Authority, though this post would still remain a Head of Service and not be classed as Directorship level.

The post of Section 151 Officer was a requirement within local authority, and this post holder would report directly to the Chief Executive.

The Chief Executive added that both the Council's External and Internal Auditor's confirmed that that were supportive of the Council's proposal in respect of the new role of Section 151 Officer.

He further added that the proposals if adopted, would be revisited in 6 months time, in order to see how the restructure was progressing, particularly as by then, further information should be available regarding the re-organisation of local government in Wales, and who the Authority would align with should such proposals transpire.

A Member noted that the grade, designation and portfolio for the post of Assistant Chief Executive LARS had changed and increased so that it was now more expansive than previously was the case. In order to reflect best practise and for reasons of openness, transparency and to seem to be accountable, she asked the Chief Executive if this new position, for these reasons, should have been advertised including externally, as it was in effect a new post.

She also felt that the service area of housing and homelessness would be more in-keeping under the Corporate Director responsible for Family Support, rather than under the new post of Corporate Director Operational and Partnership Services.

Finally, she asked what the added responsibilities were in respect of the new role of Corporate Director Education and Family Support.

The Chief Executive confirmed that advice had been sought off the Human Resources Department in relation to the new post of Corporate Director Operational and

Partnership Services, and following such advice the course of action outlined in the report had been followed. The reasons for this, were that even though this was a new post it replaced an existing post at JNC level, and that the alternatives were to either ring fence the post for persons at that level within the Authority to apply for, or to advertise this new post. The former proposal would have probably resulted in the same outcome as that recommended in the report, and if it had not, the Council would have been faced with significant costs in terms of the post being taken off the establishment, which would have in turn led to a case of redundancy with added early retirement costs. The Council would still then have to recruit to the new replacement post. This course of action would have not achieved the recurring saving outlined in the report, and the cost of advertising the post externally would have also resulted in an additional cost to the Authority.

The Chief Executive added that with Managers at JNC and Head of Service level, there was an expectancy that they were equipped with the necessary skills to take on more expansive roles and added service areas, and also accustomed to this as and when it was considered necessary, in order to make changes to directorship responsibilities, and at the same time achieve savings.

With regard to the Members second question, the Chief Executive advised that the area of housing and homelessness interacted with a considerable number of service areas of the Council, and not just Family Support, and he gave an example of these for the benefit of all Members.

He added that the changes proposed would affect all Directorates to some degree or another, but they would also result in them having a stronger blend of service-specific and corporate-lead responsibilities. The changes recommended were also primarily intended to support BCBC's emphasis in the Corporate Plan on working as 'One Council'.

The Chief Executive further added that the revised proposals would also result in every Directorate being directly responsible for a front line service.

He confirmed that the main area of added responsibility for the post re-designated Corporate Director Education and Family Support, would be that of Architectural, Technical and Building Services, Corporate Energy and Corporate Health and Safety. The reasoning behind this change, was that 80% of the work of the Building Maintenance team related to schools, and due to this, it was felt that the Director should have more direct responsibility for these Sections amongst others in her Directorate.

Finally, the Chief Executive advised that there was nothing out of the ordinary attached to the proposals, particularly when an opportunity for savings could be made. He had to bring the report to Council as only Council had the Authority to amend key documents such as the Constitution, and amendments would be required to be made to this as a result of the changes.

A Member asked if the changes would impact in any way on the role of Overview and Scrutiny within the Authority.

The Chief Executive confirmed that they may, though further consideration would be given to this following the changes settling-in, during the 6 month initial trial period.

RESOLVED: That Council:

- Deleted the post of Corporate Director Resources
- Deleted the post of Assistant Chief Executive and replaced this with the post of Corporate Director Operational and Partnership Services

- Re-designated the Corporate Director Education and Transformation as the Corporate Director Education and Family Support
- Re-designated the Head of Finance and ICT as Head of Finance, and appoints the post holder to the role of S151 Officer with effect from 15 April 2016.

608. AMENDMENTS TO LEGISLATION AND MODEL CODE OF CONDUCT

The Monitoring Officer presented a report that advised Council of the undermentioned statutory instruments which came into force on 1 April 2016:

- The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016
- The Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016

The Monitoring Officer advised that a similar report to this item had been placed before the Standards Committee at its last meeting, where Members asked that he writes to all County Borough Town and Community Councils to invite them to refresher training on the Model Code of Conduct and that he would also make this available to Members. He added that if there was an interest, he would also undertake training for the Clerks of Town/Community Councils of a more general nature, ie an Introduction to Local Government and how it functions.

In respect of the Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016, the Order amends the Model Code of Conduct for local government Members, set out in the schedule to the Local Authorities (Model Code of Conduct) (Wales) Order 2008, and details regarding the changes in respect of this totalling four, were shown in paragraph 4.1 of the report.

In terms of The Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations 2016, the Regulations amended the three statutory instruments below:-

- (a) The Standards Committees (Wales) Regulations 2001;
- (b) The Local Government Investigations (Functions of Monitoring Officers and Standards Committee (Wales) Regulations 2001, and;
- (c) Local Authorities (Grant of Dispensations) (Wales) Regulations 2001

Details of the amendments to the afore mentioned statutory instruments were contained in paragraphs 4.3, 4.4 and 4.5 of the report, respectively, and the Monitoring Officer expanded upon all the changes shown in the report in respect of the above, for the benefit of Members.

He advised that in accordance with Section 51 of the 2000 Act, all relevant authorities must within six months of the date the Local Authorities (Model of Code Conduct) (Wales) (Amendment) Order 2016 was made, adopt a revised Code of Conduct.

The text of the amended Model Code of Conduct was attached as Appendix 1 to the report.

RESOLVED: That Council:

COUNCIL - WEDNESDAY, 13 APRIL 2016

- (1) Approved adoption of the revised Model Code of Conduct attached at Appendix 1 to the report.

Approved amendment of the Constitution to include the revised Code.

609. URGENT ITEMS

None

The meeting closed at 4.15 pm

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

18 MAY 2016

REPORT OF THE CHIEF EXECUTIVE

CAPITAL PROGRAMME 2016-17 TO 2025-26

1. Purpose of Report.

- 1.1 The purpose of this report is to obtain approval from Council for a revised capital programme for 2016-17 to 2025-26.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 Capital investment in our assets is a key factor in meeting the Council's Priorities as set out in the Council's Corporate Plan.

3. Background.

- 3.1 In March 2016 Council approved a capital programme for 2015-16 to 2025-26 of £163.774 million as part of the Medium Term Financial Strategy (MTFS). This reflected funding changes to some schemes, slippage into 2016-17, additional external funding approvals and new capital investment requirements identified following a rigorous appraisal process of new risks and priorities against funding availability. The capital programme as approved by Council is attached as **Appendix 1** for information.

4. Current situation / proposal.

- 4.1 Since the Medium Term Financial Strategy was approved by Council in March 2016 a small number of additional schemes have been identified that need approval for inclusion in the capital programme. Further detail on the individual schemes is provided below:

4.2 Solar Panels Civic Offices

In October 2015 Council approved funding within the capital programme to undertake significant works to the external envelope of Civic Offices during 2016-17 and 2017-18. Since then, an opportunity has arisen to install a Solar Photovoltaic (PV) System on the roof of Civic Offices, which can be undertaken at the same time as the refurbishment works, enabling efficiencies to be achieved from the use of the scaffolding already installed. The total cost of the scheme is estimated to be £40,000, including fees and contingency.

The solar panels will generate a small amount of electricity for the Civic Offices, which will reduce the amount of electricity purchased from the grid. This is in addition to a 50% return on electricity generated through the Feed In Tariff (FIT),

ensuring the scheme provides a good financial return on investment, and supports the corporate priority of making smarter use of resources.

Funding for the scheme will be ring fenced from the underspend on the Resources directorate revenue budget in 2015-16, and will be transferred to an earmarked reserve and used to provide a revenue contribution to capital in 2016-17.

4.3 Digital Transformation Programme

In the MTFs approved by Council in March, reference was made to the level of Council reserves and potential future pressures, including Digital Transformation, which supports the new corporate priority of making smarter use of resources, and is integral to achieving a number of budget reduction proposals in the Medium Term Financial Strategy.

Digital technology presents an opportunity to improve citizens' access to services and engagement with the Council while reducing operating costs. There is a significant cost reduction opportunity by reducing inbound call volumes and manual intervention through a digital channel shift strategy. Beyond the efficiency savings, an effective online presence is a useful tool for building active user communities and provides valuable feedback to improve and develop new services through interactions with our customers. The use of printed materials can be minimised, reducing cost and environmental impact and provides an economical and effective communication and marketing channel as well as providing valuable customer insight. A digital operating model would enable more cost effective, integrated and modern ways of working. Smarter ways of working and better more intuitive use of information will enable us to create more responsive services through the use of a common ICT platform and integrated systems.

Moving to a digital operating model will therefore involve the design of fit for purpose digital processes based on understanding the "customer journey". This will enable the council to develop low effort self-sufficient processes which can deliver cashable savings as well as high customer satisfaction rates. The effective redesign of business processes will be a critical success factor for the programme as they will determine whether digital self-service options are the first resort for customers, and ensure that existing systems and processes align with any new digital platform. To implement digital transformation will require a combination of capital funding in the form of investment into a new online platform as well as revenue costs from process redesign and marketing. In addition there are likely to be ongoing revenue costs from licences and support (whether internal or external) which would need to be offset against recurrent savings.

The Council will be required to go out to tender to secure the digital platform, and until this process is complete the actual cost will not be known with accuracy. However, based on research and evaluation carried out to date, it is considered prudent to budget for up to £2.5 million to cover all potential capital costs, although this may be revised once the tender process has been completed.

Further to the MTFs, the cost of the capital element of the digital transformation project will be funded from earmarked reserves established at year end from corporate underspends.

4.4 Vibrant and Viable Places (VVP)

The VVP regeneration scheme, which covers both the provision of a multi-storey car park and commercial and residential properties, totals £9.6 million, £6.7 million of which will be incurred by the Council, funded from Welsh Government grant (£6 million), Section 106 and other funding sources. The capital programme currently includes the full scheme cost, including match funding and external funding. However, since Coastal Housing will be incurring expenditure from both Social Housing Grant and their own resources of almost £3 million, the capital programme has been updated to remove this element as the spend will not pass through the authority.

4.5 Coleg Cymunedol y Dderwen (CCYD) Hub

Minor works are planned to the North locality hub based at CCYD. The current configuration is not fit for purpose and does not allow for effective locality based working. The current layout is three separate rooms which were created to support previous working arrangements at the school which are no longer in place. Work will be undertaken to create an open plan environment to allow for more integration and greater numbers of staff to work from this location.

The estimated cost of the works is £40,000 and funding for the scheme will be ring fenced from the underspend on the Education directorate revenue budget in 2015-16, and will be transferred to an earmarked reserve and used to provide a revenue contribution to capital in 2016-17.

4.6 21st Century Schools Programme

Highways Works

Reports were presented to Cabinet in September 2015 outlining additional highways requirements in respect of the Brynmenyn Primary and Garw Valley Primary Schemes. The costs of this work is currently estimated to be £725,000 which was intended to be met from within the overall scheme envelope, through receipt of additional Section 106 funding for Brynmenyn Primary and through available capital receipts. As the works are outside of the school boundaries they are not eligible for Welsh Government match funding, so must be accounted for and funded in full by the local authority, and as such are now treated as separate schemes within the capital programme, with the budgets for the school schemes reduced accordingly.

21st Century Schools' Matched Funding

When the 21st Century Schools programme was first developed the intention was to meet an element of the overall match funding through prudential borrowing, from revenue savings generated as a result of school amalgamations. However, since the number of schools in scope within this programme has changed since it was originally devised, and therefore the opportunity for generating revenue savings has diminished, especially with the higher cost of business rates in new builds, there is

currently estimated to be a shortfall in overall funding of £119,000. This is less than the original proposed prudential borrowing due to the generation of additional capital receipts from sales of other surplus school sites. It is proposed to meet this shortfall by transferring funding from the School Modernisations Retention budget within the capital programme.

The Welsh Government has currently committed to fund £22.475 million of the total costs for the current 21st Century Schools Programme, with the Council meeting the remaining £23.035 million. As schemes are progressed through feasibility and design stage, it has become apparent that the costs of some schemes within the programme will be higher than originally anticipated, due to site abnormalities and rising construction costs. The Council will seek additional funding from Welsh Government through a revised Strategic Outline Programme (SOP) towards increased costs of the schemes as they are known, but there will be a requirement for additional match funding contributions from the Council if it wishes these schemes to progress. Whilst the Council has a small amount of uncommitted capital receipts available to meet these potential costs, there is unlikely to be sufficient to meet the full costs, and therefore it is requested that an “in principle” agreement is made to ring fence the next capital receipts received of up to £1.5 million to ensure the programme is not delayed. Further details on specific scheme costs and funding will be reported once the full impact on the Council is known.

- 4.7 A revised capital programme allowing for the inclusion of the additional schemes, along with additional external funding approvals and changes to expenditure profiles since the report in March 2016, is attached as **Appendix 2** to this report.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 Paragraph 3 of the Financial Procedure Rules requires that any variations to the capital programme shall require the approval of the Council.

6. Equality Impact Assessment

- 6.1 Projects within the capital programme will be subject to the preparation of Equality Impact Assessments before proceeding.

7. Financial Implications.

- 7.1 The financial implications are outlined in the body of the report.

8. Recommendation.

Council is recommended to approve the revised Capital Programme as set out in Appendix 2 of this report and agree “in principle” to ring fence the next capital receipts received of £1.5 million to ensure the programme can be progressed.

Darren Mephram
Chief Executive
May 2016

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Background documents

Report to Cabinet 1 September 2015: School Modernisation Programme: Outcome Of Public Notice On The Proposal To Relocate Brynmenyn Primary School To Land Adjacent To Coleg Cymunedol Y Dderwen And Make A Regulated Alteration In The Form Of An Enlargement.

Report to Cabinet 1 September 2015: School Modernisation Programme: Outcome of Public Notice on Proposal to Make a Regulated Alteration to Ysgol Gynradd Gymraeg Cwm Garw by Relocating the School.

Report to Council 7 October 2015: Capital Programme 2015-16 to 2024-25

Report to Council 10 March 2016: Medium Term Financial Strategy 2016-17 to 2019-20

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	Corporate Priority	Indicative															Total 2015/16 to 2025/26 £'000	TOTAL scheme £'000		
		Total Costs to 31-3-15 £'000	October 2015 £'000	New Approvals £'000	Vire £'000	Slippage £'000	Revised 2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000			2025/26 £'000	
Highways Street Infrastructure	Smarter use of resources	-	1,250	-	-	-	1,250	-	-	-	-	-	-	-	-	-	-	1,250	1,250	
Bridge Strengthening - A4061 Ogmore Valley	Non Priority	-	-	-	-	-	-	150	250	50	2,000	-	-	-	-	-	-	2,450	2,450	
Residents Parking Bridgend Town Centre	Supporting a Successful Economy	16	136	-	-	-	136	-	-	-	-	-	-	-	-	-	-	136	152	
Street Scene Minor Works	Smarter use of resources	-	14	-	-	-	14	-	-	-	-	-	-	-	-	-	-	14	14	
Bridgend Recreation Car Park	Supporting a Successful Economy	-	115	-	-	-	115	-	-	-	-	-	-	-	-	-	-	115	115	
Shop Mobility	Helping People to be more Self Reliant	-	105	-	105	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Transport Grant Schemes	Smarter use of resources	-	1,038	-	-	-	1,038	-	-	-	-	-	-	-	-	-	-	1,038	1,038	
Coychurch New Cremators	Non Priority	220	840	-	-	-	840	-	-	-	-	-	-	-	-	-	-	840	1,060	
Asda Land Compensation		26	19	5	-	-	24	-	-	-	-	-	-	-	-	-	-	24	50	
Regeneration & Development																				
Bridgend Digital	Supporting a Successful Economy	105	21	-	-	-	21	-	-	-	-	-	-	-	-	-	-	21	126	
Bridgend Town Centre Infrastructure Programme		-	182	-	-15	-	167	-	-	-	-	-	-	-	-	-	-	-	167	167
Special Regeneration Funding		-	-	-	-	-	-	271	540	540	540	540	-	-	-	-	-	-	2,431	2,431
Bridgend Townscape Heritage Initiative		1,916	381	-	-	-	381	40	-	-	-	-	-	-	-	-	-	-	421	2,337
Maesteg Townscape Heritage Initiative		2,149	12	-	-	-	12	-	-	-	-	-	-	-	-	-	-	-	12	2,161
Porthcawl Townscape Heritage Initiative		61	598	-	15	-	613	225	35	35	-	-	-	-	-	-	-	-	908	969
Bridgend Town Centre		8,695	95	-	-	-	95	-	-	-	-	-	-	-	-	-	-	-	95	8,790
Maesteg Town Centre Regeneration Phase 4		2,751	51	-	-	-	51	-	-	-	-	-	-	-	-	-	-	-	51	2,802
Maesteg Town Hall Cultural Hub		-	-	-	-	-	-	281	803	2,416	345	-	-	-	-	-	-	-	3,845	3,845
South East Wales Local Inv Fund		2,032	138	-	-	-	138	120	-	-	-	-	-	-	-	-	-	-	258	2,290
Llynfi Valley Development Programme		-	-	-	-	-	-	2,400	-	-	-	-	-	-	-	-	-	-	2,400	2,400
Porthcawl Infrastructure		266	-	-	-	-	-	5,507	-	-	-	-	-	-	-	-	-	-	5,507	5,773
Town Beach Revetment Sea Defence, Porthcawl		-	174	-	-	-174	-	571	2,901	80	-	-	-	-	-	-	-	-	3,552	3,552
Porthcawl Rest Bay Waterside Cycle		-	33	-	-	-	33	248	-	-	-	-	-	-	-	-	-	-	281	281
Vibrant and Viable Places		630	4,267	-246	105	105	4,021	5,060	-	-	-	-	-	-	-	-	-	-	9,081	9,711
Commercial Improvement Areas		-	110	-	-	-	110	70	-	-	-	-	-	-	-	-	-	-	180	180
Rural Development Plan		-	-	-	-	-	-	150	-	-	-	-	-	-	-	-	-	-	150	150
Community Economic Development	483	22	-	-	-	22	-	-	-	-	-	-	-	-	-	-	-	22	505	
Housing Renewal Area	-	474	-	-	-200	274	200	-	-	-	-	-	-	-	-	-	-	474	474	
Housing Renewal Schemes	-	300	-	-	-	300	100	100	100	100	100	100	100	100	100	100	100	1,300	1,300	
Smart System and Heat Programme	-	-	-	-	-	-	50	50	100	50	-	-	-	-	-	-	-	250	250	
Housing Renewal/Disabled Facilities Grants	Helping People to be more Self Reliant	-	3,337	-	-	-980	2,357	3,330	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350	26,837	26,837	
Sport, Play and Active Wellbeing																				
Bryngarw House	Non Priority	-	28	-	-	-	28	-	-	-	-	-	-	-	-	-	-	28	28	
Healthy Living Minor Works		-	25	-	27	-	52	-	-	-	-	-	-	-	-	-	-	52	52	
Berwyn Centre		-	200	-	-	-	200	-	-	-	-	-	-	-	-	-	-	200	200	
Pyle Life Centre		28	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	28
Total Communities		26,708	16,168	-180	27	-1,450	14,565	21,333	8,465	6,521	6,235	3,840	3,300	3,300	3,300	3,300	3,300	77,459	104,167	
Resources																				
Minor Works	Non Priority	-	602	-30	-375	-	197	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	11,197	11,197	
Upgrading Industrial Estates		-	40	-	-	-	40	-	-	-	-	-	-	-	-	-	-	40	40	
Fire Precautions		-	122	-	100	-	222	-	-	-	-	-	-	-	-	-	-	-	222	222
DDA Works		-	150	-	-	-	150	-	-	-	-	-	-	-	-	-	-	-	150	150

	Corporate Priority	Indicative															Total 2015/16 to 2025/26 £'000	TOTAL scheme £'000		
		Total Costs to 31-3-15 £'000	October 2015 £'000	New Approvals £'000	Vire £'000	Slippage £'000	Revised 2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000			2025/26 £'000	
PLA Works at Civic Offices	Smarter Use of Resources	-	-	-	-	-	120	-	-	-	-	-	-	-	-	-	-	120	120	
Maximising Space and Technology / BCP		875	597	-	-	-	597	-	-	-	-	-	-	-	-	-	-	597	1,472	
Civic Offices External Envelope		-	-	-	-	-	-	2,550	-	-	-	-	-	-	-	-	-	-	2,550	2,550
Office Working (Rationalisation of Admin. Estate)		-	637	-	-	-	637	-	-	-	-	580	-	-	-	-	-	-	1,217	1,217
Community Care Information System		3,840	2,744	-	-	-	2,744	-	-	-	-	-	-	-	-	-	-	-	2,744	6,584
Relocation of Depot Facilities	60	4,376	-	-	-4,347	29	4,347	-	-	-	-	-	-	-	-	-	-	4,376	4,436	
Legend Market	Non Priority	-	20	-	-	-	20	-	-	-	-	-	-	-	-	-	-	20	20	
Non-Operational Assets	Smarter Use of Resources	520	480	-	-	-	480	-	-	-	-	-	-	-	-	-	-	480	1,000	
Investment in ICT		-	300	-	-	-300	-	300	-	-	-	-	-	-	-	-	-	300	300	
Community Projects		310	148	-	-	-	148	100	100	100	50	50	50	50	50	50	50	798	1,108	
Total Resources		5,605	10,216	30	275	4,647	5,264	8,517	1,200	1,200	1,150	1,730	1,150	1,150	1,150	1,150	1,150	24,811	30,416	
Unallocated		-	-	-	-	-	-	-	-	218	1,262	696	1,816	1,816	1,816	1,816	1,816	11,256	11,256	
Total Expenditure		90,753	40,223	-135	-	-8,399	31,689	43,553	31,697	10,376	8,683	6,296	6,296	6,296	6,296	6,296	6,296	163,774	41,672	
Expected Capital Resources																				
General Capital Funding																				
General Capital Funding - Supported Borrowing			3,909	-	-	-	3,909	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	43,049		
General Capital Funding - General Capital Grant			2,379	-	-	-	2,379	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	26,199		
Capital Receipts			9,062	-30	-	-3,451	5,581	14,803	11,108	380	2,026	-	-	-	-	-	-	33,898		
Unsupported Borrowing			2,485	-	-	-	2,485	977	-	-	-	-	-	-	-	-	-	3,462		
Loan - WG			-	-	-	-	-	2,400	-	-	-	-	-	-	-	-	-	2,400		
Local Govt Borrowing Initiative (Highways Infrastructure)			527	-	-	-	527	-	-	-	-	-	-	-	-	-	-	527		
Local Govt Borrowing Initiative (21st Century Schools)			2,883	-	-	-2,595	288	1,450	2,597	1,323	-	-	-	-	-	-	-	5,658		
Earmarked Reserves			1,019	-	-	-140	879	4,771	1,086	100	50	-	-	-	-	-	-	6,886		
Revenue Contribution			2,560	-	-	-1,690	870	2,690	-	-	-	-	-	-	-	-	-	3,560		
Sub-Total General Capital Funding			24,824	-30	-	-7,876	16,918	33,387	21,087	8,099	8,372	6,296	6,296	6,296	6,296	6,296	6,296	125,639		
External Funding Approvals																				
WG - Flying Start			281	-	-	-	281	-	-	-	-	-	-	-	-	-	-	281		
WG - Other			4,596	66	-	-200	4,462	861	2,176	60	-	-	-	-	-	-	-	7,559		
WG - 21st Century Schools			1,317	-	-	-454	863	4,350	7,674	-	-	-	-	-	-	-	-	12,887		
WG - Vibrant & Viable			3,650	-246	-	-	3,404	1,771	-	-	-	-	-	-	-	-	-	5,175		
S106			3,628	-	-	131	3,759	504	-	-	-	-	-	-	-	-	-	4,263		
Transport Grant			1,211	-	-	-	1,211	-	-	-	-	-	-	-	-	-	-	1,211		
Heritage Lottery Fund (HLF)			462	-	-	-	462	475	760	2,217	311	-	-	-	-	-	-	4,225		
Coastal Housing			150	-	-	-	150	2,205	-	-	-	-	-	-	-	-	-	2,355		
Sport Wales			-	75	-	-	75	-	-	-	-	-	-	-	-	-	-	75		
EU			104	-	-	-	104	-	-	-	-	-	-	-	-	-	-	104		
Sub-Total External Funding Approvals			15,399	-105	-	-523	14,771	10,166	10,610	2,277	311	-	-	-	-	-	-	38,135		
Total Funding Available			40,223	-135	-	-8,399	31,689	43,553	31,697	10,376	8,683	6,296	6,296	6,296	6,296	6,296	6,296	163,774		
Funding Shortfall/Surplus			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

Glossary of terms

SBIG - School Building Improvement Grant

WG - Welsh Government

SEN - Special Educational Needs

TG - Transport Grant

SUSTRANS - Org. focused on making smarter travel choices

EU - European Union

WVSRA - Western Valleys Special Regeneration Area

HLPP - Healthy Living Partnership Programme

S106 - Section 106 of the Town and Country Planning

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO THE ANNUAL MEETING OF COUNCIL

18 MAY 2016

REPORT OF THE MONITORING OFFICER

PROPOSED PROGRAMME OF ORDINARY MEETINGS OF THE COUNCIL AND COUNCIL COMMITTEES

1. Purpose of Report.

- 1.1 The purpose of this report is to propose a programme of ordinary meetings of the Council and Council Committees for the municipal year May 2016 - May 2017, for approval.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The meetings of Council provide a forum of participation and debate to progress the Corporate Plan and other Corporate priorities.

3. Background.

- 3.1 The approval of the programme of ordinary meetings of Council and Council Committees is required in accordance with the Council's Constitution.

4. Current situation / proposal.

- 4.1 The proposed programme of ordinary meetings of Council for the municipal year May 2016 - May 2017 is as follows, and includes both the date of the meeting to consider the Budget, and the Annual meeting:-

<u>2016</u>	<u>2017</u>
8-Jun-16	11-Jan-17
6-Jul-16	1-Feb-17
7-Sep-16	1-Mar-17
5-Oct-16	29-Mar-17
2-Nov-16	26-Apr-17
30-Nov-16	17-May-17

- 4.2 There will be no meeting of Council in August 2016, due to the summer and school holiday periods.

- 4.3 As agreed by Council at its Annual Meeting in 2012, each of the above meetings will be held on a Wednesday commencing at 3.00pm, with the exception of the meeting which will consider the Budget/Medium Term Financial Strategy(MTFS) (**1 March 2017**) and the Council's Annual Meeting (**17 May 2017**), both of which will start at 2.00pm.

4.4 The proposed programme of Council Committee meetings at **Appendix 1**, also requires the approval of Council. A draft programme of meetings has previously been circulated to Political Group Leaders, Overview and Scrutiny Chairpersons, CMB, Heads of Service, and lead officers of each of the Committees, Sub-Committees and Panels etc, for comment. Provisional appointments have been placed in the Membermeetings electronic calendar but will be updated as necessary when the schedule is approved.

4.5 Council is asked to note the meeting dates for Cabinet, Cabinet Committees, and Cabinet's Joint Committee which are included in Appendix 1 for completeness.

5. Effect upon Policy Framework & Procedure Rules.

5.1 There will be no direct effect on the Policy Framework, but the approval of the programme of ordinary meetings of Council and Council Committees for the municipal year, is required in accordance with the Council's Constitution.

6. Equality Impact Assessment.

6.1 There are no equality implications regarding this report.

7. Financial Implications.

7.1 There are no financial implications in respect of this report.

8. Recommendation.

8.1 Council is recommended to:-

- a. Approve the proposed programme of Council meetings as set out in paragraph 4.1 of this report;
- b. Approve the proposed programme of meetings of Council Committees set out in Appendix 1 to this report;
- c. Note the dates of Cabinet, Cabinet Committees and Cabinet's Joint Committee which are also set out in Appendix 1 to this report, for information purposes.

P A Jolley
Corporate Director Operational and Partnership Services and Monitoring Officer.
6 May 2016

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Background documents

None were used in the production of this report

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May 2016

Monday	Tuesday	Wednesday	Thursday	Friday
2 BANK HOLIDAY	3	4	5	6
9	10 Licensing Sub – Committee (A) 10.00am Cabinet 2.30pm	11 Development Control Committee Site Inspections (am)	12 Development Control Committee 2.00pm	13
16	17	18 Annual Meeting of Council 2.00pm	19	20
23	24 Licensing Committee 10.00am	25 Mayor’s Inauguration 2.00pm	26 Democratic Services Committee 2.00pm	27
30 BANK HOLIDAY	31 Licensing Sub – Committee (B) 10.00am			

June 2016

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7 Cabinet 2.30pm	8 Development Control Committee Site Inspections (am) Council 3.00pm	9 Development Control Committee 2.00pm	10
13	14 Licensing Sub - Committee (A) 10.00am	15	16 Children & Young People O&SC 2.00pm	17
20	21	22	23	24 Coychurch Crematorium Joint Committee 2.00pm
27	28 Licensing Sub – Committee (B) 10.00am	29	30 Audit Committee 10.00am Standards Committee 2.00pm	

July 2016

Monday	Tuesday	Wednesday	Thursday	Friday
				1
4 Partnerships & Governance O&SC 2.00pm	5 Cabinet 2.30pm	6 Development Control Committee Site Inspections (am) Council 3.00pm	7 Development Control Committee 2.00pm	8
11 Corporate Resources & Improvement O&SC 2.00pm	12 Licensing Sub – Committee (A) 10.00am	13	14 Cabinet Equalities Committee 2.00pm	15
18 Town and Community Council Forum 4.00pm	19 Adult Social Care O&SC 10.00am	20 Cabinet Corporate Parenting Committee 2.00pm	21 Children & Young People O&SC 2.00pm	22
25	26 Licensing Sub – Committee (B) 10.00am Cabinet 2.30pm	27 Council 3.00pm	28 Community Environment & Leisure O&SC 2.00pm	29

August 2016

Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3 Development Control Committee Site Inspections (am)	4 Development Control Committee 2.00pm	5
8	9 Licensing Sub – Committee (A) 10.00am	10	11	12
15	16	17	18	19
22	23 Licensing Sub –Committee (B) 10.00am	24	25	26
29 BANK HOLIDAY	30	31 Development Control Committee Site Inspections (am)		

September 2016

Monday	Tuesday	Wednesday	Thursday	Friday
			<p align="center">1</p> <p align="center">Development Control Committee 2.00pm</p>	<p align="center">2</p>
<p align="center">5</p>	<p align="center">6</p> <p align="center">Licensing Sub – Committee (A) 10.00am</p> <p align="center">Cabinet 2.30pm</p>	<p align="center">7</p> <p align="center">Council 3.00pm</p>	<p align="center">8</p> <p align="center">Community Environment & Leisure O&SC 2.00pm</p>	<p align="center">9</p> <p align="center">Coychurch Crematorium Joint Committee 2.00pm</p>
<p align="center">12</p> <p align="center">Town and Community Council Forum 4.00pm</p>	<p align="center">13</p> <p align="center">Adult Social Care O&SC 10.00am</p>	<p align="center">14</p>	<p align="center">15</p> <p align="center">Standards Committee 2.00pm</p>	<p align="center">16</p>
<p align="center">19</p>	<p align="center">20</p> <p align="center">Licensing Sub–Committee (B) 10.00am</p>	<p align="center">21</p> <p align="center">Corporate Resources & Improvement O&SC 2.00pm</p>	<p align="center">22</p>	<p align="center">23</p>
<p align="center">26</p>	<p align="center">27</p>	<p align="center">28</p> <p align="center">Development Control Committee Site Inspections (am)</p>	<p align="center">29</p> <p align="center">Audit Committee 10.00am</p> <p align="center">Development Control Committee 2.00pm</p>	<p align="center">30</p>

October 2016

Monday	Tuesday	Wednesday	Thursday	Friday
3	4 Licensing Sub – Committee (A) 10.00am Cabinet 2.30pm	5 Council 3.00pm	6	7
10 Partnerships & Governance O&SC 2.00pm	11	12	13 Children & Young People O&SC 2.00pm	14
17	18 Licensing Sub – Committee (B) 10.00am	19 Cabinet Corporate Parenting Committee 2.00pm	20 Community Environment & Leisure O&SC 2.00pm	21
24	25 Licensing Committee 10.00am	26 Development Control Committee Site Inspections (am)	27 Development Control Committee 2.00pm	28
31				

November 2016

Monday	Tuesday	Wednesday	Thursday	Friday
	<p>1</p> <p>Licensing Sub – Committee (A) 10.00am</p> <p>Cabinet 2.30pm</p>	<p>2</p> <p>Council 3.00pm</p>	<p>3</p>	<p>4</p>
<p>7</p>	<p>8</p> <p>Adult Social Care O&SC 10.00am</p>	<p>9</p>	<p>10</p> <p>Cabinet Equalities Committee 2.00pm</p>	<p>11</p>
<p>14</p>	<p>15</p> <p>Licensing Sub – Committee (B) 10.00am</p>	<p>16</p>	<p>17</p> <p>Democratic Services Committee 2.00pm</p>	<p>18</p>
<p>21</p> <p>Partnerships & Governance O&SC 2.00pm</p>	<p>22</p>	<p>23</p> <p>Development Control Committee Site Inspections (am)</p>	<p>24</p> <p>Audit Committee 10.00am</p> <p>Development Control Committee 2.00pm</p>	<p>25</p>
<p>28</p>	<p>29</p> <p>Licensing Sub – Committee (A) 10.00am</p> <p>Cabinet 2.30pm</p>	<p>30</p> <p>Council 3.00pm</p>		

December 2016

Monday	Tuesday	Wednesday	Thursday	Friday
			1	2 Coychurch Crematorium Joint Committee 2.00pm
5	6 Partnerships & Governance O&SC 2.00pm	7 Corporate Resources & Improvement O&SC 2.00pm	8 Standards Committee 2.00pm	9
12 Town and Community Council Forum 4.00pm	13 Licensing Sub – Committee (B) 10.00am	14 Adult Social Care O&SC 10.00am	15 Children & Young People O&SC 2.00pm	16
19 Community Environment & Leisure O&SC 2.00pm	20	21 Development Control Committee Site Inspections (am)	22 Development Control Committee 2.00pm	23
26 BANK HOLIDAY	27 BANK HOLIDAY	28	29	30

January 2017

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">2 BANK HOLIDAY</p>	<p align="center">3 Licensing Sub – Committee (A) 10.00am</p>	<p align="center">4</p>	<p align="center">5</p>	<p align="center">6</p>
<p align="center">9</p>	<p align="center">10 Cabinet 2.30pm</p>	<p align="center">11 Council 3.00pm</p>	<p align="center">12</p>	<p align="center">13</p>
<p align="center">16</p>	<p align="center">17 Licensing Sub – Committee (B) 10.00am Corporate Resources & Improvement O&SC 2.00pm</p>	<p align="center">18 Development Control Committee Site Inspections (am) Corporate Parenting Cabinet Committee 2.00pm</p>	<p align="center">19 Development Control Committee 2.00pm</p>	<p align="center">20</p>
<p align="center">23</p>	<p align="center">24</p>	<p align="center">25</p>	<p align="center">26 Audit Committee 10.00am Community Environment & Leisure O&SC O&SC 2.00pm</p>	<p align="center">27</p>
<p align="center">30</p>	<p align="center">31 Licensing Sub – Committee (A) 10.00am Cabinet 2.30pm</p>			

February 2017

Monday	Tuesday	Wednesday	Thursday	Friday
		<p align="center">1</p> <p align="center">Council 3.00pm</p>	<p align="center">2</p> <p align="center">Children & Young People O&SC 2.00pm</p>	<p align="center">3</p>
<p align="center">6</p> <p align="center">Partnerships & Governance O&SC 2.00pm</p>	<p align="center">7</p>	<p align="center">8</p> <p align="center">Corporate Resources & Improvement O&SC 2.00pm</p>	<p align="center">9</p>	<p align="center">10</p>
<p align="center">13</p>	<p align="center">14</p> <p align="center">Licensing Sub-Committee (B) 10.00am Cabinet (Budget) 2.30pm</p>	<p align="center">15</p> <p align="center">Development Control Committee Site Inspections (am)</p>	<p align="center">16</p> <p align="center">Development Control Committee 2.00pm</p>	<p align="center">17</p>
<p align="center">20</p>	<p align="center">21</p> <p align="center">Adult Social Care O&SC 10.00am</p>	<p align="center">22</p>	<p align="center">23</p>	<p align="center">24</p>
<p align="center">27</p>	<p align="center">28</p> <p align="center">Licensing Sub – Committee (A) 10.00am</p> <p align="center">Cabinet 2.30pm</p>			

March 2017

Monday	Tuesday	Wednesday	Thursday	Friday
		1 Council 2.00pm (Budget)	2	3 Coychurch Crematorium Joint Committee 2.00pm
6	7 Licensing Committee 10.00am	8	9 Cabinet Equalities Committee 10.00am	10
13 Town and Community Forum 4.00pm	14 Licensing Sub-Committee (B) 10.00am	15 Development Control Committee Site Inspections (am) Corporate Resources & Improvement O&SC 2.00pm	16 Development Control Committee 2.00pm	17
20	21 Adult Social Care O&SC 10.00am	22	23 Standards Committee 2.00pm	24
27	28 Licensing Sub-Committee (A) 10.00am Cabinet 2.30pm	29 Council 3.00pm	30 Community Environment & Leisure O&SC 2.00pm	31

April 2017

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5	6	7
10 Partnerships & Governance O&SC 2.00pm	11 Licensing Sub-Committee (B) 10.00am	12 Development Control Committee Site Inspections (am)	13 Development Control Committee 2.00pm	14 BANK HOLIDAY
17 BANK HOLIDAY	18	19 Cabinet Corporate Parenting Committee 2.00pm	20 Children & Young People O&SC 2.00pm	21
24	25 Licensing Sub-Committee (A) 10.00am Cabinet 2.30pm	26 Council 3.00pm	27 Audit Committee 10.00am	28

May 2017

Monday	Tuesday	Wednesday	Thursday	Friday
<p>1</p> <p>BANK HOLIDAY</p>	<p>2</p>	<p>3</p> <p>Democratic Services Committee 2.00pm</p>	<p>4</p>	<p>5</p>
<p>8</p>	<p>9</p> <p>Licensing Sub-Committee (B) 10.00am</p>	<p>10</p> <p>Development Control Committee Site Inspections (AM)</p>	<p>11</p> <p>Development Control Committee 2.00pm</p>	<p>12</p>
<p>15</p>	<p>16</p>	<p>17</p> <p>Annual Meeting of Council 3.00pm</p>	<p>18</p>	<p>19</p>
<p>22</p>	<p>23</p> <p>Licensing Committee 10.00am</p>	<p>24</p> <p>Mayor's Inauguration 2.00pm</p>	<p>25</p>	<p>26</p>

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BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE ANNUAL MEETING OF COUNCIL
18 MAY 2016

REPORT OF THE MONITORING OFFICER

REPORT OF THE INDEPENDENT REMUNERATION PANEL FOR WALES – MEMBERS’ REMUNERATION

1. PURPOSE OF REPORT

1.1 To advise Council of the determinations and recommendations contained within the February 2016 Annual Report of the Independent Remuneration Panel for Wales in respect of the level and range of remuneration the Authority must make available to its Members for the 2016/17 municipal year.

1.2 To seek:

- the adoption of the relevant determinations of the Independent Remuneration Panel contained within its February 2016 report
- Determination of those posts (as detailed in the revised Members’ Schedule of Remuneration at Appendix 2), who will receive a senior/civic salary.
- Council’s determination of the level of remuneration for the Senior and Civic Salaries.
- approval of the revised Members’ Schedule of Remuneration at Appendix 2, which will become effective from 18 May 2016 (Annual Meeting of Council).
- approval that the Members’ Schedule of Remuneration be automatically updated with any changes to remuneration subsequently made by Council during the 2016/17 municipal year.

2. CONNECTION TO CORPORATE IMPROVEMENT PLAN / OTHER PRIORITIES

2.1 The Independent Remuneration Panel for Wales has acknowledged the need to ensure that financial barriers do not stand in the way of attracting more people to serving in local government. The active participation of all Members contributes to all Corporate Priorities.

3. BACKGROUND

3.1 The Local Authorities (Allowances for Members) (Wales) Regulations 2007 provided for the establishment of the Independent Remuneration Panel for Wales.

3.2 During 2015 the Panel met with Chairpersons and/or Heads of Democratic Services of all Local Authorities in Wales to discuss the impact of their draft determinations and to explain their rationale for their proposals.

- 3.3 This is the eighth Annual Report of the Independent Remuneration Panel for Wales (the Panel), and the fifth published under the requirements of the Local Government (Wales) Measure 2011. The Measure extended the responsibilities of the Panel and its powers under Section 142 to decide (prescribe) payments to members of relevant authorities.
- 3.4 Many of the determinations within the published report have addressed the concerns raised during wide ranging discussions across Wales on the draft proposals.
- 3.5 The 54 determinations of the Independent Remuneration Panel report published in February 2016 are shown at Appendix 1 and are separated into appropriate sections for clarity.

4. CURRENT SITUATION / PROPOSAL

- 4.1 Maximum number of council members eligible for payment of senior salaries in Bridgend is 18 not including the Mayor and Deputy Mayor. The Authority currently has the following remunerated roles:
1. Leader
 2. Deputy Leader
 3. Cabinet Member - Resources
 4. Cabinet Member – Adult Social Care and Health & Wellbeing
 5. Cabinet Member - Communities
 6. Cabinet Member - Children’s Social Services & Equalities
 7. Cabinet Member – Regeneration & Economic Development
 8. Chairperson of Corporate Resources & Improvement Overview and Scrutiny Committee
 9. Chairperson of Partnerships and Governance Overview and Scrutiny Committee
 10. Chairperson of Children and Young People’s Overview and Scrutiny Committee
 11. Chairperson of Community Environment and Leisure Overview and Scrutiny Committee
 12. Chairperson of Adult Social Care Overview and Scrutiny Committee
 13. Chairperson of Development Control Committee
 14. Chairperson of Licensing Committee
 15. Chairperson of Audit Committee
 16. Chairperson of the Appeals Panel
 17. Leader of the Largest Opposition Group
 18. Not used
- 4.1.1 Any senior or civic salary is inclusive of the basic salary allocated to all elected members
- 4.2 Basic Salary
- 4.2.1 In view of the continuing reduction in public sector funding, the Panel has determined there shall be no increase from spring 2016 in the level of basic salary for members of principal councils. **(Determination 1)**.
- 4.3 Senior Salaries
- 4.3.1 The Panel has revisited its previous decisions in respect of the senior salaries paid to the following post holders. **(Determination 2)**.
- 4.3.2 The Executive:-

The conclusion of the Panel was that Executive members should be considered as working the equivalent of full time (up to 40 hours per week) but not necessarily nine to five. The Panel stressed that with nearly 200 Executive members (excluding Leaders) there were to be a variety of arrangements and that some portfolio holders may have greater responsibility and workloads than others depending on the specific arrangements of the cabinets of each authority.

4.3.3 The Panel concluded that this should be reflected in the remuneration framework. It is not the role of the Panel to determine the structure of cabinets of local authorities however the new determinations provide flexibility for each council to decide the appropriate range of portfolios to meet local needs, recognising that there is an inevitable variation on the level of responsibility and workload.

4.3.4 The Panel has determined that the Leader and Deputy Leaders remuneration will remain unchanged. However, it would be for individual authorities to decide the level at which Cabinet members may be paid from either of the two senior salary levels as shown below based.

Level 1	Level 2
£29,000	£26,100

4.3.5 Cabinet Members are currently in receipt of the Level 1 senior salary and Council is requested to approve that this level of remuneration continue for the 2016-17 municipal year.

4.3.6 Chairs of Committees:-

The Panel continues to take the view that the responsibility and function of chairing a committee is not generally influenced by population of the authority. However, it has been recognised that the specific responsibility and workload of some chairs is greater than others, and that this had been a topic of ongoing dialogue and debate. The Panel considered that this should be reflected in the remuneration framework and therefore it has introduced two levels of remuneration for chairs of committees as shown below. Individual authorities could determine at which level each chairperson is paid to reflect the appropriate responsibility attached to the specific post.

Level 1	Level 2
£22,000	£20,000

4.3.7 Chairpersons of the committees shown in paragraph 4.1 above, currently receive Level 1 senior salaries. Council is requested to approve the continuation of this level of remuneration for the 2016-17 municipal year.

4.3.8 Largest Opposition Group Leader

The Panel previously determined that Council must make a senior salary available to the leader of the largest opposition group who represents at least 10% (6 Members) of the Council before qualifying for a senior salary. There is only one group leader who meets this criteria for receiving a senior salary.

4.3.9 The IRP has determined that the Leader of the Largest Opposition Group can receive either the level 1 or 2 salary. Currently, the Leader of the largest Opposition Group receives the Level 1 salary.

Level 1	Level 2
£22,000	£20,000

4.3.10 Council is requested to approve that this level of remuneration continue for the 2016-17 municipal year.

4.4 Civic Salaries

4.4.1 The Panel has determined (**Determination 3**) that civic salaries can be paid and that the level of remuneration should be decided by Councils after taking into account the anticipated workloads and responsibilities of the roles.

<u>Level</u>	<u>Mayor</u>	<u>Deputy Mayor</u>
Level 1	£24,000	£18,000
Level 2	£21,500	£16,000
Level 3	£19,000	£14,000

4.4.2 The current Mayor and Deputy Mayor receive Level 2 Civic Salaries and Council is requested to approve the continuation of this level of remuneration for the 2016-17 municipal year.

4.5 The Panel's determination of the remuneration of the Presiding Member and Deputy Presiding Member (**Determinations 4 & 5**) are not applicable to this Authority

4.6 Support for Elected Members

4.6.1 The Panel has reiterated its view that each Authority must ensure that all its councillors are given as much support as is necessary to enable them to fulfil their duties effectively. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the authority has decided necessary for the effectiveness and/or efficiency of members. The Panel considered that determining the level of appropriate support fell within the function of the Democratic Services Committee (DSC) and it was for this Committee to review the support provided to councillors and recommendations could be made to Council accordingly. (**Determinations 6 & 7**)

4.7 Reimbursement of travel, subsistence and care costs when on official business

4.7.1 The Panel has determined that there will be no change to the mileage rates for which members are entitled to claim. All authorities may only reimburse travel costs for their members undertaking official business at the current HMRC rates which are:

- 45p per mile Up to 10,000 miles in a year by car
- 25p per mile Over 10,000 miles in a year by car
- 5p per passenger per mile Passenger supplement
- 24p per mile Motor cycles

- 20p per mile Bicycles

4.7.2 In respect of the reimbursement of subsistence costs the Panel has agreed that: the rates payable must be in alignment to those of the Welsh Government as follows:

- £28 per day allowance for meals, including breakfast, where not provided in the overnight charge
- £200 per night London
- £95 per night Elsewhere including Cardiff)
- £30 per night Staying with friends and/or family

It should be noted that the subsistence rate for London has increased from £150 to £200 and the rate for staying with friends and/or family has increased from £25 to £30 in this report.

4.7.3 The determination in respect of the re-imbursment for the care of dependent children and adults up to a maximum of £403 per month remains unchanged. **(Determination 8).**

4.7.4 The Panel has introduced a new requirement **(Determination 9)** for authorities to reimburse necessary costs for the care of personal assistance needs (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on presentation of receipts from the person providing the care. This new provision has been added the Schedule of Remuneration and will allow Elected Member to claim for appropriate care provision when undertaking approved duties only. The Schedule of remuneration has been revised to reflect this change.

4.7.5 The panel's determination in respect of Family absence and substitution remain unchanged **(Determinations 10-15)**

4.8 Joint Overview and Scrutiny Committees (JOSC)

4.8.1 Remuneration for representatives on Joint Overview and Scrutiny Committees (JOSC) is not prescribed by the Panel and is for each Local Authority to determine. There are currently no JOSCs established with Elected Members from Bridgend and therefore it is proposed that no payments for the representative on JOSC be made. **(Determinations 16-23)**

4.9 Local Government Pension Scheme (LGPS)

4.9.1 The Local Government (Wales) Measure 2011 provided the Panel with the authority to make determinations in respect of pension entitlement. The Panel has determined that the entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all Elected Members of principal councils. **(Determination 24)** This Council currently has 23 Councillors who have joined the Local Government Pension Scheme.

4.10 Payments to members of National Park Authorities

4.10.1 The Panel has made determinations relating to the National Park Authorities (NPA) which do not apply to this Authority. **(Determinations 25-31)**

4.11 Payments to members of Welsh Fire and Rescue Authorities

4.11.1 The Panel has made determinations relating to the Fire and Rescue Authorities (FRA) (**Determinations 32- 38**) which do not apply to this Authority. The Panel has re-iterated that any Elected Member from a Local Authority in receipt of a Senior Salary cannot receive a salary from and FRA to which they have been appointed. (**Determination 39**)

4.12 Payments to co-opted members

4.12.1 The Panel's decisions in respect of co-optee payments (with voting rights) adopted by Council on 11 December 13 and implemented on 1 January 2014 remain extant. (**Determinations 40 – 44**)

4.12.2 Co-opted members with voting rights are entitled to claim payments for attendance at meetings as shown below:

ENTITLEMENT AS STATUTORY CO-OPTTEES	AMOUNT OF CO-OPTTEES ALLOWANCES
Chairperson Of Standards Committee	£256 Daily Fee £128 ½ Day Fee
Chairperson of Audit Committee	£256 Daily Fee £128 ½ Day Fee
Statutory Co-optees - Standards Committee, Education OVSC Committee, Audit Committee, Crime and Disorder OVSC	£198 Daily Fee £99 ½ Day Fee
Statutory Co-optees -ordinary members of Standards Committee who also chair Standards Committees for Community Councils	£226 Daily Fee £113 ½ Day Fee

4.12.3 These payments are payable for attendance of up to a maximum of and equivalent to 10 full day meetings. With the agreement of the Monitoring Officer a meeting payment can include, training activities, travelling time and reading time.

4.12.4 The maximum number of full day allowances is unlikely to be achieved as the equivalent meetings in 2015-16 only provided opportunities for a maximum equivalent of 6 full day meetings.

4.12.5 The following co-optees roles are entitled to be remunerated:

- 5 Registered representatives on the Children and Young People overview and Scrutiny Community,
- 1 Lay-person appointed to the Audit Committee
- 4 Independent Members appointed to the Standards Committee
- 2 Town and Community Council representatives appointed to the Standards Committee.

4.13 Specific or additional senior salaries

4.13.1 The Panel provided opportunities in its last report for other roles for which senior salaries can be paid (**Determination 45**). Guidance to local authorities on the application process was issued in April 2014 and incorporated the following principles:

- The total number of senior salaries cannot exceed fifty percent of the membership (this applies to principal councils; different restrictions will apply to national park authorities and fire and rescue authorities).
- Applications will have to be approved by the authority as a whole (this cannot be delegated) prior to submission to the Panel.
- There must be clear evidence that the post/posts have additional responsibility demonstrated by a description of the role, function and duration.
- Each application will have to indicate the timing for a formal review of the role to be considered by the authority as a whole.

4.13 Payments to members of Town and Community Councils

4.13.1 Determinations 46-54 relate to payments to members of Town and Community Councils and therefore are not applicable to this Authority.

4.14 Electing to Forego Remuneration

4.14.1 Although Council is unable to change the prescribed level of remuneration determined by the Panel, individual members are permitted to independently and voluntarily forego all or any element of remuneration to which they are entitled by writing to the Authority's Proper Officer.

4.14.2 There are currently 50 Elected Members who have volunteered to receive less than the prescribed level of remuneration. This results in a saving of approximately £7,000.

4.15 Compliance

4.15.1 The Panel report also requires the Authority to publish the Schedule of Remuneration and update it whenever changes are required. Details of all remuneration received by Elected Members must be published annually on the Local Authority's website.

4.15.2 This Authority has a very good relationship with the Independent Remuneration Panel and its practices and documentation have been used as an exemplar of good practice and shared with all Authorities in Wales.

5. EFFECT UPON POLICY FRAMEWORK & PROCEDURE RULES

5.1 The Members' Schedule of Remuneration will need to be updated to reflect any changes approved by Council and to meet the requirements of the Independent Remuneration Panel.

6. EQUALITIES IMPACT ASSESSMENT

6.1 This report is supportive of the equalities implications for Elected Members by including care, family and other allowances .

7. FINANCIAL IMPLICATIONS

7.1 The current budget set for 2016/17 for the remuneration of elected members is £1,087,000. Potentially, savings could be achieved in relation to the proposed tiered level of allowances as follows:

- If the Cabinet Members salaries were to be reduced from £29,000 to £26,100 this would generate savings of approx. £11,600.
- If the salary for the Committees Chairpersons and the Leader of the Largest Opposition Group were to be reduced from £22,000 to £20,000, this would generate potential savings of approx. £22,000.

7.2 It is very difficult to assess whether the budget is sufficient to cover the maximum salary and payments which could be paid in 2016/17. The determination of Council regarding the number of remunerated posts, the level of salary that will be provided and the wishes of each individual Members regarding their remuneration will impact on the current budget. It is envisaged based on historical information that the budget will be sufficient. However, the budget will need to be monitored and reviewed in 2016/17 in readiness for the 2017/18 budget setting process.

8. RECOMMENDATIONS

8.1 Council is recommended to note the determinations and recommendations contained within the February 2016 Report of the Independent Remuneration Panel for Wales in respect of the level and range of remuneration the Authority must pay its Members for the 2016/17 municipal year as shown at Appendix 1..

8.2 Council is requested to approve:

- the adoption of the relevant determinations of the Independent Remuneration Panel contained within its February 2016 report
- those posts (as shown in the revised Members' Schedule of Remuneration at Appendix 2), who will receive a senior/civic salary.
- the level of remuneration for the Senior and Civic Salaries (where appropriate).
- the revised Members' Schedule of Remuneration at Appendix 2, and for it to become effective from 18 May 2016 (Annual Meeting of Council).
- that the Members' Schedule of Remuneration be automatically updated with any changes to Senior/Civic Salary positions subsequently made by Council during the 2016/17 municipal year.

P.A. Jolley
Monitoring Officer
10 May 2016

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Background documents:

- [Independent Remuneration Panel for Wales Annual Report February 2016.](#)
- Local Government (Wales) Measure 2011

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THE PANEL'S DETERMINATIONS FOR 2016/17

A. Payments to Elected Members of Principal Councils: Basic, Senior and Civic Salaries

1. Basic salary in 2016/17 for elected members of principal councils shall remain at £13,300.
2. The Panel has determined that senior salary levels in 2016/17 for members of principal councils shall be as set out in table 2.
3. The Panel has determined that (where paid) civic salaries at the following levels are payable (Table 3) and will be applied by principal councils as each considers appropriate, taking account of the anticipated workloads and responsibilities.
4. The Panel has determined that, where appointed and if remunerated, a presiding member must be paid a Band 3 Level 1 senior salary. This post will count towards the cap.
5. The Panel has determined that the post of deputy presiding member will not be remunerated.
6. The Panel has determined that each authority, through its Democratic Services Committee, must ensure that all its members are given as much support as is necessary to enable them to fulfil their duties effectively. All elected members should be provided with adequate telephone and email facilities and electronic access to appropriate information.
7. The Panel has determined that such support should be without cost to the individual member. Deductions must not be made from members' salaries by the respective authority as a contribution towards the cost of support which the authority has decided necessary for the effectiveness and/or efficiency of members.
8. All authorities must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on presentation of receipts from the person providing the care.
9. All authorities must provide for the reimbursement of necessary costs for the care of personal assistance needs (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on presentation of receipts from the person providing the care.
10. An elected member is entitled to retain a basic salary when taking family absence under the regulations irrespective of the attendance record immediately preceding the commencement of the family absence.

11. When a senior salary holder is eligible for family absence, he/she will continue to receive the salary for the duration of the absence.
12. It is a matter for the authority to decide whether or not to make a substitute appointment. The elected member substituting for a senior salary holder taking family absence will be eligible to be paid a senior salary, if the authority so decides.
13. If the paid substitution results in the authority exceeding the maximum number of senior salaries which relates to it, as set out in the Panel's Annual Report, an addition to the maximum will be allowed for the duration of the substitution. However, this will not apply to the Isle of Anglesey or Merthyr Tydfil Councils if it would result in the number of senior salaries exceeding fifty percent of the Council membership. Specific approval of Welsh Ministers is required in such circumstances.
14. When a Council agrees a paid substitution for family absence, the Panel must be informed, within 14 days of the date of the decision, of the details including the particular post and the duration of the substitution.
15. The Council's schedule of remuneration must be amended to reflect the implication of the family absence.

B. Joint Overview and Scrutiny Committees (JOSC)

16. The chair of a Joint Overview and Scrutiny Committee is eligible for a salary equivalent to that part of a Band 3 Level 2 senior salary that remunerates a committee chair of a principal authority, (£6,700).
17. In cases where the chair is already in receipt of a senior salary for a Band 3, 4 or 5 role the payment will be £3,350.
18. The chair of a sub committee of a JOSC is eligible for a salary of £1,675.
19. In cases where the chair of the sub committee is already in receipt of a senior salary for a Band 3, 4 or 5 role the payment will be £837.
20. Payments to chairs of task and finish sub committees are to be pro-rated to the duration of the task.
21. Payments made to a chair of a JOSC, or a chair of a sub committee of a JOSC, are additional to the maximum proportion of the authority's membership eligible for a senior salary. It should be noted that the statutory limit of no more than 50% of a council's membership receiving a senior salary applies (Section 142 (5) of the Measure).
22. A deputy chair of a JOSC or sub committee is not eligible for payment.

23. Co-optees to a JOSOC or to a sub committee are not eligible for a co-opted member fee unless they are appointed by an authority under Section 144(5) of the Measure

C. Pension provision for elected members of principal councils

24. The entitlement to join the Local Government Pension Scheme (LGPS) shall apply to all eligible elected members of principal councils.

D. Payments to members of national park authorities

25. The basic salary for NPA ordinary members should be £3,600 ($42/156 \times £13,300$).

26. An NPA senior salary can be paid to the chair, deputy chair, and up to two committee chairs.

27. The senior salary of the chair of an NPA should be £12,300.

28. The senior salary of a deputy chair and chairs of NPA committees can be paid at either of the following levels to be decided by the authority to reflect the appropriate responsibility: £6,000 or £7,300

29. Members must not receive more than one NPA senior salary.

30. An NPA senior salary is paid inclusive of the NPA basic salary.

31. Members of principal local authorities in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any NPA to which they have been appointed.

E. Payments to members of Welsh fire and rescue authorities

32. The basic salary for FRA ordinary members should be £1,700 ($20/156 \times £13,300$).

33. A Fire & Rescue Authority senior salary can be paid to the chair, deputy chair, and up to two chairs of committees.

34. The senior salary of the chair of an FRA should be £10,400.

35. The senior salary of a deputy chair of an FRA, with significant and sustained senior responsibility, should be £5,400.

36. The senior salary of a chair of an FRA committee should be £5,400.

37. Members must not receive more than one FRA senior salary.

38. An FRA senior salary is paid inclusive of the FRA basic salary.

39. Members of a principal council in receipt of a Band 1 or Band 2 senior salary cannot receive a salary from any FRA to which they have been nominated.

F. Payments to co-opted members of principal councils, national park authorities and fire & rescue authorities

40. Principal councils, NPAs & FRAs must pay the following fees to co-opted members (Table 4) (who have voting rights).

41. Reasonable time for pre meeting preparation is eligible to be included in claims made by co-opted members the extent of which can be determined by the appropriate officer in advance of the meeting.

42. Travelling time to and from the place of the meeting can be included in the claims for payments made by co-opted members (up to the maximum of the daily rate).

43. The appropriate officer within the authority can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.

44. Meetings eligible for the payment of fees include other committees and working groups (including task and finish groups), pre-meetings with officers, training and attendance at conferences or any other formal meeting to which co-opted members are requested to attend.

G. Specific or additional senior salaries

45. The Panel has determined to include a provision for specific or additional senior salaries that do not fall within the current Remuneration Framework.

H. Payments to members of community and town councils

46. Community and town councils are authorised to make a payment to each of their members of a maximum amount of £100 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

47. Community and town councils are authorised to make an additional annual payment not exceeding £500 to up to 3 members in recognition of specific responsibilities.

48. Community and town councils are authorised to provide a civic allowance to the mayor/chair and deputy mayor/chair of the council at an amount that they deem appropriate to undertake the functions of that office.

49. Community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties both within and outside the area of the council. 15 Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below

- 45p per mile up to 10,000 miles in the year
- 25p per mile over 10,000 miles
- 5p per passenger per mile – passenger supplement
- 24p per mile for private motor cycles
- 20p per mile for bicycles.

50. Community and town councils are authorised to reimburse subsistence expenses to their members for attending approved duties outside the area of the council at the maximum rates set out below on the basis of receipted claims:

- £28 per day allowance for meals, including breakfast where not provided.
- £200 – London overnight
- £95 – elsewhere overnight
- £30 – staying with friends and/or family overnight.

51. Community and town councils are authorised to pay an Attendance Allowance to each of their members for attending approved duties outside the area of the council as follows:

- £16.23 for a period not exceeding 4 hours.
- £32.46 for a period exceeding 4 hours but not exceeding 24 hours.

52. Community and town councils are authorised to pay a Financial Loss Allowance to each of their members where such loss has actually occurred, for attending approved duties outside the area of the council as follows:

- £30.05 for a period not exceeding 4 hours.
- £60.11 for a period exceeding 4 hours but not exceeding 24 hours.
- £60.11 plus such amount as is payable as appropriate for a period exceeding 24 hours.

53. Community and town councils are authorised to provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on presentation of receipts from the person providing the care.

54. Community and town councils are authorised to provide for the reimbursement of necessary costs for the care of personal assistance needs (provided by informal or formal carers) up to a maximum of £403 per month. Reimbursement shall only be made on presentation of receipts from the person providing the care.

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BRIDGEND COUNTY BOROUGH COUNCIL

MEMBERS' SCHEDULE OF REMUNERATION

This Scheme is made under the Local Government (Wales) Measure 2011. With regard to Independent Remuneration Panel for Wales (IRPW) Regulations which apply to payments made to members and co-opted members of local authorities.

1. Basic Salary

- 1.1 A Basic Salary shall be paid to each elected Member of the Authority not in receipt of a Senior Salary or Civic Salary as set out in **Schedule 1**.
- 1.2 In accordance with the Regulations, the rate of the Basic Salary shall be reviewed annually as determined by the Independent Remuneration Panel for Wales.
- 1.3 Where the term of office of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Basic Salary will be pro-rata.
- 1.4 No more than one Basic Salary is payable to a Member of the Authority.

2. Senior Salaries & Civic Salaries

- 2.1 Members occupying specific posts shall be paid a Senior Salary as set out in **Schedule 1**.
- 2.2 In accordance with the Regulations, the rates of Senior Salaries and Civic Salaries shall be reviewed annually as determined by the Independent Remuneration Panel for Wales.
- 2.3 Only one Senior Salary or Civic Salary is payable to a Member of the Authority.
- 2.4 A Member of the Authority cannot be paid a Senior Salary and a Civic Salary.
- 2.5 All Senior and Civic Salaries are paid inclusive of Basic Salary.
- 2.6 A Senior Salary may not be paid to more than fifty percent of the Members of the Authority, except to include a temporary Senior Salary office holder providing temporary cover for the family absence of the appointed office holder.
- 2.7 A Member of the Authority in receipt of a Senior Salary **cannot** receive a salary from any National Park Authority (NPA) or Fire and Rescue Authority (FRA) for which he/she has been nominated.
- 2.8 Where the term of Senior Salary or Civic Salary of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Salary will be pro-rata.

3. Election to Forgo Entitlement to Allowance

- 3.1 A Member may, by notice in writing delivered to the Assistant Chief Executive Legal & Regulatory Services & Monitoring Officer, elect to forgo any part of his/her entitlement to any salary, allowance or fee payable under this Scheme from the date set out in the notice.

4. Suspension of a Member

- 4.1 Where a Member of the Authority is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the

part of the Basic Salary payable to him/her in respect of that period for which he or she is suspended will be withheld by the Authority (Section 155 (1) of the Measure).

- 4.2 Where a Member in receipt of a Senior Salary is suspended or partially suspended from being a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the Authority must not make payments of the Member's Senior Salary for the duration of the suspension (Section 155 (1) of the Measure). If the partial suspension relates only to the specific responsibility element of the payment, the member may retain the Basic Salary.

5. Repayment of salaries, allowances or fees

- 5.1 Where payment of any salary, allowance or fee has been made to a Member of the Authority or Co-opted Member in respect of any period during which the Member concerned:

- (a) is suspended or partially suspended from that Member's/Co-opted Member's duties or responsibilities in accordance with Part 3 of the 2000 Act or regulations made under that Act;
- (b) ceases to be a Member of the Authority or Co-opted Member; or
- (c) is in any other way not entitled to receive a salary, allowance or fee in respect of that period,

the Authority will require that such part of the allowance as relates to any such period be repaid.

6. Payments

- 6.1 Payments of all allowances will be made by the Chief Finance Officer by direct bank credit in instalments of one-twelfth of the Member's annual entitlement on the 18th of each month.
- 6.2 Where payment has resulted in a Member receiving more than his/her entitlement to salaries, allowances or fees the Authority will require that such part that is overpayment be repaid.
- 6.3 All payments are subject to the appropriate tax and National Insurance deductions.

7. Dependents - Care Allowance

- 7.1 Care Allowance shall be paid to a Member or Co-opted Member, who has caring responsibility for dependent children or adults, provided the Member incurs expenses in the provision of such care whilst undertaking 'approved' council duties as set out in Schedule 2.
- 7.2 Care Allowance applies in respect of children who are aged 15 or under and other persons for whom the Member or Co-opted Member can show that care is required. If a Member or Co-opted Member has more than one dependent the Member may claim more than one allowance, provided the Member can demonstrate a need to make separate arrangements for care.
- 7.3 Eligible Members may claim Care Allowance for actual and receipted costs up to a maximum amount not exceeding that determined by the Independent Remuneration Panel as set out in **Schedule 1**. All claims for Care Allowance should be made in writing to Democratic Services detailing times, dates and reasons for claim. Receipts are required for both informal and formal care arrangements.

8. Personal Assistance - Care Allowance

8.1 Personal Care Allowance shall be paid to a Member or Co-opted Member, who has personal assistance costs, provided the Member incurs expenses in respect of personal assistance whilst undertaking 'approved' council duties as set out in **Schedule 2**.

8.2 Eligible Members may claim Personal Care Allowance for actual and receipted costs up to a maximum amount not exceeding that determined by the Independent Remuneration Panel as set out in **Schedule 1**. All claims for Care Allowance should be made in writing to Democratic Services detailing times, dates and reasons for claim. Receipts are required for both informal and formal care arrangements.

98. Family Absence

98.1 Members are entitled under the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 to a period of family absence, during which if they satisfy the prescribed conditions they are entitled to be absent from authority meetings.

98.2 When taking family absence Members are entitled to retain a basic salary irrespective of their attendance record immediately preceding the commencement of the family absence.

98.3 Should a senior salary holder be eligible for family absence they will be able to continue to receive their senior salary for the duration of the absence.

98.4 If the authority agrees that it is necessary to make a substitute appointment to cover the family absence of a senior salary holder the Member substituting will be eligible if the authority so decides to be paid a senior salary.

98.5 If the paid substitution results in the authority exceeding its maximum number of senior salaries, an addition to the maximum will be allowed for the duration of the substitution.

109. Co-optees' payments

109.1 A Co-optees' daily fee (with a provision for half day payments) shall be paid to Co-optees, provided they are statutory Co-optees with voting rights.

109.2 Co-optees' payments will be capped at a maximum of the equivalent of 10 full days a year for each committee to which an individual may be co-opted.

109.3 Payments will take into consideration travelling time to and from the place of the meeting, reasonable time for pre meeting preparation and length of meeting (up to the maximum of the daily rate).

109.4 The Monitoring Officer is designated as the "appropriate officer" and will determine preparation time, travelling time and length of meeting, the fee will be paid on the basis of this determination.

109.5 The Monitoring Officer can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.

109.6 A half day meeting is defined as up to 4 hours.

109.7 A full day meeting is defined as over 4 hours.

109.8 The daily and half day fee for the Chairpersons of the Standards Committee and Audit Committee, as determined by the Independent Remuneration Panel, is set out in **Schedule 1**.

109.9 The daily and half day fee for other statutory Co-optees with voting rights, as determined by the Independent Remuneration Panel, is set out in **Schedule 1**.

110. Travel and Subsistence Allowances

110.1 General Principles

110.2 Members, Co-opted Members and Members of Educational Appeals Panels may claim travelling expenses when travelling on the Authority's business for 'approved duties' as set out in **Schedule 2**. Where Members travel on the Authority's business they are expected to travel by the most cost effective means. In assessing cost effectiveness regard will be given to journey time. A Member who does not travel by the most cost effective means may have his/her claim abated by an appropriate amount.

110.3 Where possible Members should share transport.

110.4 The distance claimed for mileage should be the shortest reasonable journey by road from the point of departure to the point at which the duty is performed, and similarly from the duty point to the place of return.

110.5 The rates of Members' Travel and Subsistence Allowances are set out in **Schedule 3** and are subject to annual review by the Independent Remuneration Panel for Wales.

110.6 Where a Member is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, any travel and subsistence allowances payable to him/her in respect of that period for which he or she is suspended or partially suspended must be withheld by the Authority.

110.7 "Approved duties" as set out in **Schedule 2** does not include constituency responsibilities.

124. Travel by Private Vehicle

124.1 The Independent Remuneration Panel for Wales has determined that the maximum travel rates payable should be the rates set out by Her Majesty's Revenue & Customs for the use of private cars, motor cycles and pedal cycles plus any passenger supplement.

124.2 The mileage rates for private vehicles as determined by the Independent Remuneration Panel for Wales are set out in **Schedule 3**.

124.3 Where a Member makes use of his/her private vehicle for approved duty purposes, the vehicle must be insured for business use. Proof of appropriate insurance must be provided to the Authority on request.

124.4 Mileage allowances can only be paid where claims are accompanied by VAT fuel receipts. The receipt date must be prior to the time/date of the journey for which allowances are being claimed.

132. Travel by Public Transport

132.1 Rail/Coach Travel

Democratic Services will purchase requisite rail and coach tickets for Members in advance of journeys. Unless otherwise authorised rail tickets will be second-class. In the unlikely event that a Member needs to purchase a ticket directly, payment will be reimbursed upon production of the used ticket and/or a receipt.

132.2 Taxi Fares

Taxi fares will only be reimbursed where their use has been authorised for cases of urgency or where no public transport is reasonably available. Re-imbusement will be upon receipt only.

132.3 Air Fare

Travel by air is permissible if it is the most cost effective means of transport. Authorisation of the Assistant Chief Executive Legal & Regulatory Services & Monitoring Officer is required and tickets will be purchased by Democratic Services.

132.4 Travel Abroad

Travel abroad on the Authority's business will only be permitted where authorised by the Assistant Chief Executive Legal & Regulatory Services & Monitoring Officer. Democratic Services will arrange travel and accommodation.

132.5 Other Travel Expenses

Members will be entitled to reimbursement of toll fees, parking fees, overnight garaging and other necessary travel associated expenses. Re-imbusement will be upon receipt only.

143. Overnight Accommodation

143.1 Overnight stays will only be permitted where the Authority's business extends to two days or more, or the venue is at such a distance that early morning or late night travel would be unreasonable. All overnight stays must receive prior authorisation from the Assistant Chief Executive Legal & Regulatory Services & Monitoring Officer.

143.2 Overnight accommodation will be booked by Democratic Services. Wherever possible the overnight accommodation will be pre-paid or invoiced. Where this is not possible a cheque payable to the establishment will be provided to the Member prior to travel.

143.3 Direct booking of overnight accommodation by a Member will only be permitted in the event of an emergency. Reimbursement will only be made upon the production of a receipt and will be at a level deemed reasonable and not in excess of the rates set out in **Schedule 3**.

154 Subsistence Allowance

154.1 The day subsistence rate to meet the costs of meals and refreshments in connection with approved duties (including breakfast when not provided as part of overnight accommodation) is set out in **Schedule 3**. The maximum daily rate covers a 24 hour period and can be claimed for any meal that is relevant, providing such a claim is supported by receipt(s)

154.2 No provision is made for subsistence claims within the County Borough.

165. Claims and Payments

| 165.1 A claim for travel and subsistence allowances must be made in writing within two months of the end of the calendar month in which entitlement to allowances arises and must be accompanied by the relevant receipts.

| 165.2 Allowances will be paid by the Chief Finance Officer by direct bank credit.

| **176. Pensions**

| 176.1 The Authority shall enable its Members who are eligible to join the Local Government Pension Scheme.

| **187. Compliance**

| 187.1 In accordance with the Regulations, the Authority must comply with the requirements of the Panel in respect of the monitoring and publication of payments made to members and co-opted members as set out in **Schedule 4**.

Members are reminded that expense claims are subject to both internal and external audit.

SCHEDULE 1

SCHEDULE OF REMUNERATION 20165-176

	MEMBERS ENTITLED TO BASIC SALARY	ANNUAL AMOUNT OF BASIC SALARY
	All non senior/civic salary holders: 1. 20. 2. 21. 3. 22. 4. 23. 5. 24. 6. 25. 7. 26. 8. 27. 9. 28. 10. 29. 11. 30. 12. 31. 13. 32. 14. 33. 15. 34. 16. 35. 17. 18. 19.	£13,300

	SENIOR SALARIES ENTITLEMENTS		ANNUAL AMOUNT OF SENIOR SALARY
	ROLE	MEMBER	
1.	Leader		£48,000
2.	Deputy Leader		£33,500
3.	Cabinet Member - Resources		£29,000 <u>£26,100</u>
4.	Cabinet Member – Adult Social Care and Health & Wellbeing		£29,000 <u>£26,100</u>
5.	Cabinet Member - Communities		£29,000 <u>£26,100</u>
6.	Cabinet Member - Children’s Social Services & Equalities		£29,000 <u>£26,100</u>
7.	Cabinet Member – Regeneration & Economic Development		£29,000 <u>£26,100</u>
8.	Chairperson of Corporate Resources & Improvement Overview and Scrutiny Committee		£22,000 <u>£20,000</u>
9.	Chairperson of Partnerships and Governance Overview and Scrutiny Committee		£22,000 <u>£20,000</u>

	SENIOR SALARIES ENTITLEMENTS		ANNUAL AMOUNT OF SENIOR SALARY
	ROLE	MEMBER	
10.	Chairperson of Children and Young People's Overview and Scrutiny Committee		£22,000 <u>£20,000</u>
11.	Chairperson of Community Environment and Leisure Overview and Scrutiny Committee		£22,000 <u>£20,000</u>
12.	Chairperson of Adult Social Care Overview and Scrutiny Committee		£22,000 <u>£20,000</u>
13.	Chairperson of Development Control Committee		£22,000 <u>£20,000</u>
14.	Chairperson of Licensing Committee		£22,000 <u>£20,000</u>
15.	Chairperson of Audit Committee		£22,000 <u>£20,000</u>
16.	Chairperson of the Appeals Panel		£22,000 <u>£20,000</u>
17.	Leader Of The Largest Opposition Group		£22,000
18.	Not used		£22,000 <u>£20,000</u>
A maximum of 18 Senior salaries for Bridgend County Borough Council may be paid			

ENTITLEMENT TO CIVIC SALARIES		ANNUAL AMOUNT OF CIVIC SALARY
ROLE	MEMBER	
Civic Head (Mayor)		£21,500
Deputy Civic Head (Deputy Mayor)		£16,000

ENTITLEMENT AS STATUTORY CO-OPTTEES		AMOUNT OF CO-OPTTEES ALLOWANCES
ROLE	MEMBER	
Chairperson Of Standards Committee		£256 Daily Fee £128 ½ Day Fee
Chairperson of Audit Committee		£256 Daily Fee £128 ½ Day Fee
Statutory Co-optees - Standards Committee, Education OVSC Committee, Audit Committee, Crime and Disorder OVSC		£198 Daily Fee £99 ½ Day Fee
Statutory Co-optees -ordinary members of Standards Committee who also chair Standards Committees for Community Councils		£226 Daily Fee £113 ½ Day Fee

MEMBERS ELIGIBLE TO RECEIVE CARE ALLOWANCE (Dependents/Personal Assistance)		
All Members		Up to a maximum of £403 per month

SCHEDULE 2

Approved duties: -

- attendance at a meeting of the Authority or of any committee of the Authority or of any body to which the Authority makes appointments or nominations or of any committee of such a body;
- attendance at a meeting of any association of authorities of which the Authority is a member;
- attendance at any other meeting the holding of which is authorised by the Authority or by a committee of the Authority or by a joint committee of the Authority and one or more other Authorities;
- a duty undertaken for the purpose of or in connection with the discharge of the functions of Cabinet;
- a duty undertaken in pursuance of a standing order which requires a Member or Members to be present when tender documents are opened;
- a duty undertaken in connection with the discharge of any function of the Authority which empowers or requires the Authority to inspect or authorise the inspection of premises;
- attendance at any training or developmental event approved by the Authority or its Cabinet;
- the following duties which have been approved by Council:
 - Approved conferences;
 - Rota visits to Social Services establishments;
 - Meetings with Senior Officers;
 - Attendance at Civic Offices to welcome school visits provided the school is within the Member's ward.

Where a local authority association or other outside body has its own scheme for the payment of allowances, the Member should claim his/her travelling and subsistence from the other body and not from the Authority.

SCHEDULE 3

Mileage Rates 2012-13

All sizes of private motor vehicle Up to 10,000 miles Over 10,000 miles	45 pence per mile 25 pence per mile
Private Motor Cycles Pedal Cycles	24 pence per mile 20 pence per mile
Passenger supplement	05 pence per mile

Subsistence Allowance 2015/16

The day subsistence rate is up to a maximum of £28 and covers a 24 hour period and can be claimed for any meal if relevant provided such a claim is supported by receipts.

Re-imburement of alcoholic drinks is not permitted.

Overnight Stay

The maximum allowances for an overnight stay are ~~£200150~~ for London and £95 for elsewhere. A maximum of ~~£3025~~ is available for an overnight stay with friends or relatives whilst on approved duty.

SCHEDULE 4

Compliance

- The authority will arrange for the publication on the council's website the total sum paid by it to each member and co-opted member in respect of salary, allowances, fees and reimbursements not later than 30 September following the close of the year to which it relates. In the interests of transparency this will include remuneration from all public service appointments held by elected members.
- The authority will publish on the council's website a statement of the basic responsibility of a councillor and role descriptors for senior salary office holders, which clearly identify the duties expected.
- The authority will publish on the council's website the annual schedule of Member Remuneration not later than 31 July of the year to which the schedule refers.
- The authority will send a copy of the schedule to the Remuneration Panel not later than 31 July of the year to which the schedule refers.
- The authority will maintain records of member/co-opted members attendance at meetings of council, cabinet and committees and other approved duties for which a member/co-opted member submits a claim for reimbursement.
- The authority will arrange for the publication on the council's website of annual reports prepared by members.
- When the authority agrees a paid substitution for family absence it will notify the Remuneration Panel within 14 days of the date of the decision of the details including the particular post and the duration of the substitution.

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BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE ANNUAL MEETING OF COUNCIL
18 MAY 2016

REPORT OF THE MONITORING OFFICER

APPOINTMENTS TO COUNCIL COMMITTEES AND OTHER COUNCIL BODIES

1. Purpose of Report.

- 1.1 The purpose of this report is to seek Council approval for the appointment of Overview and Scrutiny Committees and such other Committees, Sub-Committees, Panels and bodies as the Council considers appropriate, to deal with matters which are neither reserved to full Council nor are executive functions.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The establishment of Committees and other bodies will fulfil the requirements of the Constitution and enable the Council to work towards the successful achievement of its Corporate Priorities.

3. Background.

- 3.1 The Council is required by legislation and the provisions of Part 4 of the Rules of Procedure (Council Procedure Rules) of the Constitution, to undertake arrangements which will continue to facilitate and carry out the decision making processes of the Authority. The recommendations of this report, if adopted, will seek to ensure that this will be successfully achieved.

4. Current situation / proposal.

- 4.1 Part 3 of the Council's Constitution entitled Responsibility for Council Functions, sets out the Council's Committees, Sub-Committees, Panels and other bodies currently in place.
- 4.2 The current remit and functions of Committees and other bodies of the Council are shown at **Appendix 1** of this report.
- 4.3 Political balance is essential to determine the allocation of seats on Committees. The current political balance of Committees and other bodies, is shown at **Appendix 2** of the report.
- 4.4 The current committee structure is shown at **Appendix 3** of the report.
- 4.5 **Appendix 4** has been included to clarify the existing membership of committees which will form the basis of any changes to the membership of the committees.

5. Effect upon Policy Framework & Procedure Rules.

5.1 The provisions and recommendations of the report accord with the Council's Procedure Rules outlined in Part 4 of the Constitution.

6. Equality Impact Assessment.

6.1 There are no equality implications attached to this report.

7. Financial Implications.

7.1 There are no financial implications arising from this report.

8. Recommendations.

8.1 Council is recommended to:-

- (1) Appoint the Overview and Scrutiny Committees and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions;
- (2) Approve the size and terms of reference of Committees, Sub-Committees and other bodies as set out in **Appendix 1** of the report;
- (3) Approve the allocation of seats to political groups in accordance with the political balance rules as set out in **Appendix 2** of the report;
- (4) Determine which political groups represented at Council are entitled to make which appointments of Overview and Scrutiny Committee Chairpersons;
- (5) Receive nominations and appoint Councillors to serve on each of the Committees, Panels and other bodies (as indicated);

Appeals Panel
Appointments Committee
Audit Committee
Licensing Committee
Licensing Act 2003 Committee
Democratic Services Committee
Development Control Committee
Town and Community Council Forum
Adult Social Care OSC
Children and Young People OSC
Community Environment and Leisure OSC
Corporate Resources and Improvement OSC
Partnership and Governance OSC

- (6) Receive nominations and appoint the Chairpersons and Vice-Chairpersons of the following Committees, Panels and other bodies (as indicated) with it being noted that the Audit Committee at its first scheduled meeting will appoint a Chairperson and Vice-Chairperson:

Appeals Panel	Chair and Vice-Chairperson
Licensing Committee	Chair and Vice-Chairperson
Licensing Act 2003 Committee	
Development Control Committee	Chair and Vice-Chairperson
Town and Community Council Forum	Chair and Vice-Chairperson
Democratic Services Committee	Chairperson

- (7) Receive nominations and appoint the Chairpersons of the following Overview and Scrutiny Committees:

Adult Social Care
Children and Young People
Community Environment & Leisure
Corporate Resources & Improvement
Partnerships and Governance

P A Jolley
Corporate Director Operational and Partnership Services & Monitoring Officer
3 May 2016

Contact Officer: **G P Jones**
Head of Democratic Services

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CF31 4WB

Background documents

None.

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Committees, Sub-Committees, Panels and other Bodies

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
Appeals Panel	Chairperson and/or Vice Chairperson together with one or two County Borough Councillors drawn on a rota basis from a panel of ten County Borough Councillors.	<ol style="list-style-type: none"> 1. To hear and determine appeals under the following policies and procedures of the Council: <ul style="list-style-type: none"> • Disciplinary; • Grievance; • Management of Absence; • Dignity at Work; • Capability; • Redundancy and Redeployment 2. To determine whether or not proposed orders in pursuance of any provision contained in the enactments listed below (or any statutory modification, re-enactment or amendment thereof) in respect of which objections and/or representations have been received should be made as proposed; to refer (where necessary) any proposed order to a local public inquiry; to amend or modify any proposed order; or to uphold the objections and withdraw any proposed order: <ul style="list-style-type: none"> • Road Traffic Regulation Act 1984; • Traffic Management Act 2004; • Road Traffic Regulation (Special Events) Act 1994; • Town Police Clauses Act 1847; 3. To determine whether or not any proposed traffic provision to be implemented in pursuance the Highways Act 1980 / Road Traffic Regulation Act 1984 Section 23 (or any statutory modifications, re-enactment or amendment thereof) in respect of which objections and/or representations have been 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		received should be implemented as proposed; to refer (where necessary) any proposed traffic provision to a local public inquiry; to amend or modify any proposed traffic provision; or to uphold the objections and withdraw any proposed traffic provision.	
Appointments Committee	<p>The Appointments Committee is comprised of 6 Elected Member representatives:</p> <ul style="list-style-type: none"> • Leader (Chairperson) • Deputy Leader • Cabinet Member (of relevant portfolio to the post) • 1 x Labour Group Member • 1 x Independent/ Alliance Group Member • 1 x Independent/ Annibynwr Group Member 	<ol style="list-style-type: none"> 1. To undertake the appointment process of JNC officers (other than the Chief Executive). Substitution of Appointments Committee Members is permissible but only for the whole of an appointments process. 2. To facilitate the JNC Determination and JNC Appeals panels. These will comprise of 3 members with the Leader or Deputy Leader chairing the panel supported by, 1 of the Labour group representatives and one of the group representatives from the Independent/Alliance or Independent/ Annibynwr groups. The JNC Panels cannot be substituted and must be comprised from the original membership of the Appointments Committee. 	None
Audit Committee	12 County Borough Councillors and Lay Members (as set out in Article 8)	<ul style="list-style-type: none"> • Review, scrutinise and issues reports and recommendations in relation the Authority's financial affairs, • Review, scrutinise and issues reports and recommendations on the appropriateness of the Authority's risk management, internal control and corporate governance arrangements. • Oversee the Authority's internal 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>and external audit arrangements (including the performance of external providers of Internal Audit) and review its financial statements.</p> <ul style="list-style-type: none"> • To approve the Internal Audit Charter. • To approve the risk-based internal audit plan and to approve significant interim changes to the risk-based internal audit plan. • To contribute to the Quality Assurance and Improvement Programme and in particular, to the external quality assessment of internal audit that takes place at least once every five years. • To consider the Head of Internal Audit's annual report and opinion, a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements. • To consider reports from Internal Audit on the adequacy of internal control. • To consider reports dealing with the management and performance of the providers of internal audit services. • To consider reports from Internal Audit on agreed recommendations not implemented within a reasonable timescale. • To identify issues from the annual Improvement Report by the Wales Audit Office. • To receive the Regulatory Programme. • To identify areas for examination by Internal and External Audit. • To be responsible for ensuring effective scrutiny of the Treasury Management Strategy and policies, in accordance with the Treasury Policy Statement and Treasury Management Prudential Indicators. • To maintain an overview of the Council's Constitution in respect of 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>Contract and Finance Procedure Rules.</p> <ul style="list-style-type: none"> • To review any issue referred to it by the Chief Executive Officer, the Monitoring Officer and the Section 151 Officer. • To monitor Council policies on anti-fraud and anti-corruption arrangements. • To consider the Council's Annual Governance Statement. • To assess the Council's compliance with its own and other published standards and controls. • To review and approve the Annual Statement of Accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council. • To consider the External Auditor's report in relation to those charged with governance on issues arising from the audit of the accounts. • To receive reports from the External Regulators as appropriate. 	
Democratic Services Committee	11 County Borough Councillors (as set out in Article 9 of Part 2)	<ol style="list-style-type: none"> 1. To designate an officer as the Head of Democratic Services, 2. To review the adequacy of provision of staff, accommodation and other resources to discharge democratic services functions, and 3. To make reports and recommendations to Council, at least annually, in relation to such provision. 4. At the request of the Council, review any matter relevant to the support and advice available to members of the Council, and the terms and conditions of office of those members. 5. To make reports and 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		recommendations to the Council following a review.	
Democratic Services Sub-Committee	3 County Borough Councillors that are members of the Democratic Services Committee	<p>A Panel constituted under The Family Absence for Members of Local Authorities (Wales) Regulations 2013</p> <ul style="list-style-type: none"> a) Determine a complaint made by a Member regarding cancellation of family absence by the authority b) The Sub-Committee may confirm a decision made or substitute its own decision as to the Member's entitlement to a period of family absence in accordance with the 2013 Regulations. c) Determine a complaint made by a Member on maternity absence or parental absence regarding a decision made by the chair of the authority as to the Member attending any meeting or performing any duty; d) The Sub-Committee may confirm the decision of the chair of the authority or substitute its own decision as to the Member attending any meeting or performing any duty; e) The decision of the Sub-Committee is final. 	
Development Control Committee	Eighteen County Borough Councillors.	1. To make recommendations to the Council in respect of Departure Applications which the Committee are minded to approve and Applications which accord with Council policy which the Committee are minded to refuse;	Details of the planning and other functions of the Development Control Committee

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<ol style="list-style-type: none"> 2. To determine applications for planning permission including applications by the Council for deemed planning permission other than Departure Applications which the Committee are minded to approve and Applications which accord with Council policy which the Committee are minded to refuse; 3. To deal with all matters relating to or arising under the regulations for the time being in force governing the control of advertisements; 4. To authorise the service of notices and the making of orders in accordance with the powers conferred upon the Council as local planning authority by Parts III, IV, VI, VII, VIII and XIII of the Planning (Listed Buildings and Conservation Areas) Act 1990; 5. To discharge the Council's functions pursuant to Part I, Chapters II, III, IV and VI, Part II, Sections 72-75, Part III and Part IV of the Planning (Listed Buildings and Conservation Areas) Act 1990; 6. To discharge the Council's functions pursuant to the Planning (Hazardous Substances) Act 1990; 7. To deal with all matters relating to or arising under the regulations for the time being in force governing European Nature Conservation Sites; 8. To discharge the Council's functions under the Building Regulations; 9. To be responsible for: <ol style="list-style-type: none"> a) The making of Tree Preservation Orders; b) The confirmation of Tree Preservation Orders in respect 	<p>which are delegated to the Corporate Director - Communities and other officers in their Directorate are contained in the Council's Schemes of Delegation of Functions.</p>

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>of which there are no subsisting objections or representations;</p> <p>c) The determination of all applications for consent under confirmed Tree Preservation Orders;</p> <p>d) The making of observations on tree felling licences proposed to be granted by the Forestry Commission;</p> <p>e) The determination of applications under the Woodland Grant Scheme;</p> <p>10. To approve design briefs and advice notes relating to the control of development;</p> <p>11. To accept tenders for the execution of work, the performance of services or the supply of goods or materials in connection with the exercise of the functions of the Committee;</p> <p>12. To exercise those functions relating to town and country planning and development control specified:</p> <p>(a) In column (1) of Schedule 1 to the Local Authorities Executive Arrangements (Functions and Responsibilities) (Wales) Regulations 2001; and</p> <p>(b) In Regulations 2(2), 2(3) or 2(4) of those Regulations; which are not specified in paragraphs 1 to 11 above, unless the responsibility for exercising any of those functions has been delegated by the Council to any other committee, sub-committee, panel or other body.</p>	
Rights of Way Sub-Committee	Six County Borough Councillors (plus one observer from each: Ramblers' Association; the	1. To approve the making of applications for and the making, modification or variation of orders relating to rights of way in pursuance of any provision contained in the following enactment (or any statutory	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
	British Horse Society; and a Footpath Secretary.	<p>modification, re-enactment or amendment thereof): Town and Country Planning Act 1990;</p> <p>2. To confirm, where the Council has power to do so, any proposed Order made in accordance with paragraph 1 above to which there are no objections or in respect of which any objections made are withdrawn;</p> <p>3. Where the Council does not have power to determine any proposed Order to refer the proposed Order to such determining body (i.e. the National Assembly for Wales, the Magistrates' Court or the County Court) as is appropriate in the circumstances.</p>	
The Licensing Committee	Fourteen County Borough Councillors.	<p>1. To determine from time to time any standard conditions applicable to and detailed policies governing the issue of the following licences, permits and consents; to determine the amount of the fees to be charged from time to time in respect of those licenses, permits and consents; and to determine objections in relation to proposed fee revisions:</p> <ul style="list-style-type: none"> a) Hackney Carriage and Private Hire Vehicle Licences, Drivers' Licences and Operators' Licences; b) Licences for Pleasure Boats and Vessels; c) Street Trading Licences and Consents; d) Sex Establishments; e) Street Collections; f) House to House Collections; g) Safety of Sports Grounds 	Details of the licensing functions within the purview of the Licensing Committee and the Licensing Sub-Committee which are delegated to the Assistant Chief Executive Legal & Regulatory Services and other officers in the Legal and Regulatory Services Directorate are contained in the Council's Schemes of

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>Act 1975 and the Fire Safety and Safety of Places of Sports Act 1987.</p> <p>h) Section 26(1)(bb) of the Marriage Act 1949, (as amended)</p> <p>2. To prescribe guidelines, conditions, limitations or restrictions governing the grant of applications for Hackney Carriage and Private Hire Vehicle Drivers' Licences by Council officers under the power delegated to them;</p> <p>3. To determine revisions of Hackney Carriage fares and to hear and determine objections to proposed revisions;</p> <p>4. To resolve to designate any street within the County Borough under the street trading provisions contained in Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 and to deal with any matter arising there from, including licence and consent issues.</p>	Delegation of Functions.
The Licensing Sub-Committee	Two Panels sitting on a rota basis each consisting of seven county borough councillors, and chaired by the Chairperson and Vice Chairperson of the Licensing Committee	<p>1. To hear and determine applications and to deal with all detailed matters (including the suspension and revocation of licences) relating to:</p> <ul style="list-style-type: none"> a. Hackney Carriage and Private Hire Vehicle Licences, Drivers' Licences and Operators' Licences; b. Licences for Pleasure Boats and Vessels; c. Street Trading Licences and Consents; d. Sex Establishments; e. Street Collections; 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>f. House to House collections;</p> <p>2. To determine any matters in relation to the Drivers Awareness Course for Hackney Carriage and Private Hire Vehicle Drivers, including the making of any charges deemed appropriate.</p> <p>3. To determine all applications in respect of both designated grounds and regulated stands and grounds under the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sports Act 1987.</p> <p>4. To hear and determine applications for the grant or renewal of approvals of premises for the solemnisation of marriages in pursuance of Section 26(1)(bb) of the Marriage Act 1949, (as amended) or to revoke such approvals, in circumstances in which the Council Officer to whom the power to determine such applications, or to revoke such approvals, has declined to exercise the delegated power.</p>	
The Licensing Act 2003 Committee	Fourteen County Borough Councillors	<p>1. All matters relating to the discharge by the licensing authority of its licensing functions under the Licensing Act 2003 other than any function conferred by section 5 in respect of its statement of licensing policy;</p> <p>2. All matters relating to the discharge by the Licensing Authority of its licensing functions under the Gambling Act 2005 other than any function conferred by section 349 in respect of its statement of Licensing Policy and section 166 in respect of a resolution not to issue a casino license.</p>	Details of the licensing functions within the purview of the Licensing Act 2003 Committee and the Licensing Act 2003 Sub-Committee which are delegated to the Assistant Chief Executive Legal & Regulatory Services and other officers
The Licensing Act 2003 Sub-Committee(s)	Ad-hoc panels of 3 Licensing Act 2003 Committee members sitting	<p>1. To hear and determine or make decisions (as appropriate) under the Licensing Act 2003 regarding the following matters:</p>	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
	<p>on a rota basis chaired by the Chairperson or Vice-Chairperson of the Licensing Act 2003 Committee or in their absence a member of the panel to be elected as chairperson for that meeting</p>	<ul style="list-style-type: none"> (a) Applications for personal licences (if police objection); (b) Applications for personal licences with unspent convictions; (c) Applications for premises licences/club premises certificates (if relevant representation made); (d) Applications for provisional statements (if relevant representation made); (e) Applications to vary premises licences/club premises certificates (if relevant representation made); (f) Applications to vary designated premises supervisor (if police objection); (g) Applications for transfer of premises licence (if police objection); (h) Applications for interim authorities (if police objection); (i) Applications to review premises licences/club premises certificate; (j) Whether to object when the authority is a consultee and not the relevant authority considering an application; (k) Determination of police objections (counter notices) to temporary event notices; (l) Revocations of licences where convictions come to light. 	<p>in the Legal and Regulatory Services Directorate are contained in the Council's Schemes of Delegation of Functions.</p>

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>2. To determine applications received in respect of the Legislative Reform (Minor variations to Premises Licences and Club Premises Certificates) Order 2009.</p> <p>3. To determine applications received in respect of the Legislative Reform (Supervision of Alcohol Sales in Church and Village Halls &c.) Order 2009.</p> <p>4. To hear and determine or make decisions (as appropriate) under the Gambling Act 2005 regarding the following matters:</p> <ul style="list-style-type: none"> (a) Applications for Premises Licence; (b) Application for variation of Premises License; (c) Application for transfer of Premises Licence; (d) Application for Provisional Statement; (e) Review of Premises License; (f) Application for Club Gaming / Club Machine permit; (g) Cancellation of Club Gaming / Club Machine permit; (h) Cancellation of Licensed Premises Gaming Machine permit; (i) Consideration of temporary use notice; (j) Decision to give counter notice to a temporary use notice; (k) Decision to refuse application for small lottery registration; 	

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>(l) Decision to disapply s282 - automatic entitlement to gaming machines in licensed premises.</p> <p>(m) Other matters where the Council Officer to whom the power to determine or revoke has been delegated declines to exercise the delegated power.</p>	
Standards Committee	Four Independent Members; Two County Borough Councillors; Two Town / Community Councillors.	<ol style="list-style-type: none"> 1. To promote and maintain high standards of conduct by Town and Community Councillors and County Borough Councillors, co-opted members and Church and Parent Governor representatives; 2. To assist Town and Community Councillors and County Borough Councillors, co-opted members and Church and Parent Governor representatives to observe the Code of Conduct adopted by their Council; 3. To advise Town and Community Councils and the County Borough Council on the adoption or revisions of a Code of Conduct. 4. To monitor the operation of the Town and Community Councils' and County Borough Council's Code of Conduct and to report to the County Borough Council on any matters of concern; 5. To advise Town and Community Councillors and the County Borough Council on the effective implementation of the Code of Conduct, including appropriate training measures for Councillors, co-opted members and Church and Parent Governor representatives; 6. To consider: <ol style="list-style-type: none"> a) reports submitted by the Public 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>Services Ombudsman for Wales;</p> <p>b) reports submitted by and any recommendation made to it by the Council's Monitoring Officer;</p> <p>c) any representations received; relating to alleged breaches of the Code of Conduct by Town and Community Councillors and County Borough Councillors or co-opted members and to make appropriate determinations;</p> <p>7. To monitor the operation of the County Borough Council's Whistleblowing Policy;</p> <p>8. To grant dispensations from the prohibitions contained in the Code of Conduct from Town and Community Councillors and County Borough Councillors or co-opted members participating in that Council's business, in accordance with the Regulations from time to time made by the National Assembly for Wales.</p>	
Town and Community Council Forum	Nineteen County Borough Councillors and one Town / Community Councillor representing each Town / Community Council.	To consult with representatives of Town and Community Councils within the County Borough on matters of mutual interest.	None.
Adult Social Care Overview and Scrutiny Committee	Twelve County Borough Councillors	<p>1. To consider the service provision, planning, management and performance relating to Adult Social Care;</p> <p>2. To consider policies, protocols and plans relating to Adult Social Care;</p> <p>3. To contribute to the annual</p>	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>consultation process in relation to Adult Social Care;</p> <ol style="list-style-type: none"> 4. To develop and implement a Forward work Programme having regard for the Council's Corporate Priorities and Risk Management framework; 5. To support collaborative Scrutiny Committees where topics relating to this and other committees are identified and prioritised as part of the Scrutiny FWP. 	
Children and Young People Overview and Scrutiny Committee	Twelve County Borough Councillors; one Church in Wales representative; one Roman Catholic Church representative; and three parent governor representatives	<ol style="list-style-type: none"> 1. To consider the service provision, planning, management and performance relating to Education as well as Safeguarding and Family Support; 2. To consider policies, protocols and plans relating to Education as well as Safeguarding and Family Support; 3. To contribute to the annual consultation process in relation to Education as well as Safeguarding and Family Support; 4. To develop and implement a Forward work Programme having regard for the Council's Corporate Priorities and Risk Management framework; 5. To support collaborative Scrutiny Committees where topics relating to this and other committees are identified and prioritised as part of the Scrutiny FWP. 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
Community, Environment and Leisure Overview and Scrutiny Committee	Twelve County Borough Councillors.	<ol style="list-style-type: none"> 1. To consider the service provision, planning, management and performance relating to Community, Environment and Leisure; 2. To consider policies, protocols and plans relating to Community, Environment and Leisure; 3. To contribute to the annual consultation process in relation to Community, Environment and Leisure; 4. To develop and implement a Forward Work Programme having regard for the Council's Corporate Priorities and Risk Management framework; 5. To support collaborative Scrutiny Committees where topics relating to this and other committees are identified and prioritised as part of the Scrutiny FWP. 	None.
Corporate Resources and Improvement Overview and Scrutiny Committee	Twelve County Borough Councillors.	<ol style="list-style-type: none"> 2. To consider the service provision, planning, management and performance relating to Corporate Performance and Resources; 3. To consider policies, protocols and plans relating to Corporate Performance and Resources; 4. To co-ordinate and contribute to the annual budget consultation process on behalf of the other Overview & Scrutiny Committees and provide a strategic overview of Cabinet's draft budget proposals; 5. To take an overview of the financial performance of all Directorates in the achievement of Corporate priorities; 6. To consider the Council's Business Planning Process and the content of the Corporate Plan and all Directorate Business Plans in line 	None.

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>with the Wales Programme for Improvement guidance;</p> <p>7. To consider the Council's Improvement Objectives;</p> <p>8. To develop and implement a Forward work Programme having regard to the Council's Corporate Priorities and Risk Management framework;</p> <p>9. To support collaborative Scrutiny Committees where topics relating to this and other committees are identified and prioritised as part of the Scrutiny FWP.</p>	
Partnerships and Governance Overview and Scrutiny Committee	Twelve County Borough Councillors.	<p>2. To consider the service provision, planning, management and performance relating to Partnerships and Governance;</p> <p>3. To consider policies, protocols and plans relating Partnerships and Governance;</p> <p>4. To contribute to the annual consultation process in relation to Partnerships and Governance;</p> <p>5. To consider the performance of Bridgend's Local Service Board in accordance with guidance;</p> <p>6. To consider the Council's policies and strategies in relation to collaborative and partnership working arrangements;</p> <p>7. To consider the content of the Local Service Board's Single Integrated Partnership Plan, and refer to other Overview and Scrutiny Committees any items within that plan which fall within their terms of reference, and which the Committee are of the view should be considered in more</p>	None

Committee, Sub-Committee, Panel or other Body	Membership	Functions	Delegation of Functions
		<p>detail.</p> <p>8. To oversee the decision making of the Community Safety Partnership and its constituent bodies in respect of their community safety roles.</p> <p>9. To develop and implement a Forward work Programme having regard to the Council's Corporate Priorities and Risk Management Framework;</p> <p>10. To support collaborative Scrutiny Committees where topics relating to this and other committees are identified and prioritised as part of the Scrutiny FWP.</p>	

Current Political Balance

Committee	Total	Labour		Independent Alliance		Independent Annibynwr		Independent		Plaid Cymru	
		No	%	No	%	No	%	No	%	No	%
Appeals	12	9	75.00	2	16.67	0	0.00		0.00	1	8.33
Audit Committee	12	9	75.00	2	16.67	1	8.33		0.00		0.00
Licensing Committee	14	10	71.43	2	14.29	1	7.14		0.00	1	7.14
Licensing Act 2003 Committee	14	10	71.43	2	14.29	1	7.14		0.00	1	7.14
Development Control Committee	18	13	72.22	3	16.67	1	5.56	1	5.56		0.00
Town & Community Council Forum	19	14	73.68	4	21.05	1	5.26		0.00		0.00
Partnerships & Governance	12	9	75.00	2	16.67	1	8.33		0.00		0.00
Corporate Resources & Improvement	12	9	75.00	2	16.67	1	8.33		0.00		0.00
Children & Young People	12	9	75.00	2	16.67	1	8.33		0.00		0.00
Community, Environment & Leisure	12	8	66.67	2	16.67	1	8.33	1	8.33		0.00
Adult Social Care	12	9	75.00	2	16.67	1	8.33		0.00		0.00
Democratic Services Committee	11	7	63.64	2	18.18	1	9.09	1	9.09		0.00
Appointments Committee	6	4	66.67	1	16.67	1	16.67		0.00		0.00
Totals	166	120	72.29	28	16.87	12	7.23	3	1.81	3	1.81
Councillors	54	39	72.22	9	16.67	4	7.41	1	1.85	1	1.85
Variation as %			0.07		0.20		-0.18		-0.04		-0.04
Variation as Seats(1% = 1.66 seats)	1.66		0.04		0.33		-0.30		-0.07		-0.07

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CURRENT COMMITTEE STRUCTURE

	<u>Size of Committee (or other body)</u>
Appeals Panel	12
Appointments Committee	6
Audit Committee	12
Democratic Services Committee	11
Development Control Committee	18
Licensing Committee	14
Licensing Act 2003 Committee	14
Standards Committee	8
Town and Community Council Forum	19
Adult Social Care Overview and Scrutiny Committee	12
Children and Young People Overview and Scrutiny Committee	12
Community Environment and Leisure Overview and Scrutiny Committee	12
Corporate Resources and Improvement Overview and Scrutiny Committee	12
Partnerships and Governance Overview and Scrutiny Committee	12

Notes:

1. The Licensing Committee has the responsibility for appointing from its membership two Licensing Sub-Committee's (A and B) comprising of seven members each.
2. The Licensing Act 2003 Committee has the responsibility for appointing from its membership Statutory Licensing Sub-Committee's
3. The Development Control Committee has the responsibility for appointing from its membership the Rights of Way Sub-Committee comprising of five Members.

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Current Committee Membership

Appeals Panel			
N^o	Member	Group/Group	Notes
1.	Cllr NC Clarke	Independent Alliance	
2.	Cllr P Davies	Labour	
3.	Cllr CA Green	Independent Alliance	
4.	Cllr RM James	Plaid Cymru	
5.	Cllr P James	Labour	
6.	Cllr RD Jenkins	Labour	
7.	Cllr D Lewis	Labour	
8.	Cllr JE Lewis	Labour	
9.	Cllr J McCarthy	Labour	Chairperson
10.	Cllr D Patel	Labour	
11.	Cllr C Westwood	Labour	
12.	Cllr DBF White	Labour	

Appointments Committee			
N^o	Member	Group	Notes
1.	Cllr HJ David	Labour	
2.	Cllr GW Davies MBE	Labour	
3.	Cllr CA Green	Independent Alliance	
4.	Cllr MEJ Nott OBE	Labour	Chairperson
5.	Cllr JH Tildesley MBE	Independent Annibynwyr	
6.	Relevant Cabinet Member	Labour	

Audit Committee			
N^o	Member	Group	Notes
1.	Cllr E Dodd	Independent Annibynwyr	Chairperson
2.	Cllr GW Davies MBE	Labour	
3.	Cllr K Edwards	Labour	
4.	Cllr CL Jones	Labour	
5.	Cllr RC Jones	Labour	
6.	Cllr JE Lewis	Labour	
7.	Cllr J McCarthy	Labour	
8.	Cllr M Reeves	Labour	
9.	Cllr D Sage	Labour	
10.	Cllr C Westwood	Labour	
11.	Cllr G Davies	Independent Alliance	
12.	Cllr CA Green	Independent Alliance	

Democratic Services Committee			
N^o	Member	Group	Notes
1.	Cllr DK Edwards	Labour	
2.	Cllr N Farr	Labour	
3.	Cllr CA Green	Independent Alliance	
4.	Cllr P James	Labour	
5.	Cllr L Ellis	Independent	
6.	Cllr RC Jones	Labour	
7.	Cllr J McCarthy	Labour	
8.	Cllr M Reeves	Labour	
9.	Cllr G Thomas	Labour	
10.	Cllr JH Tildesley MBE	Independent Annibynwyr	Chairperson
11.	Cllr E Venables	Independent Alliance	

Development Control Committee			
N^o	Member	Group	Notes
1.	Cllr NC Clarke	Independent Alliance	
2.	Cllr GW Davies MBE	Labour	
3.	Cllr P Davies	Labour	
4.	Cllr L Ellis	Independent	
5.	Cllr CA Green	Independent Alliance	
6.	Cllr RC Jones	Labour	
7.	Cllr D Lewis	Labour	
8.	Cllr JE Lewis	Labour	
9.	Cllr H Morgan	Labour	
10.	Cllr LC Morgan	Labour	
11.	Cllr D Patel	Labour	
12.	Cllr JC Spanswick	Labour	
13.	Cllr G Thomas	Labour	
14.	Cllr M Thomas	Labour	Chairperson
15.	Cllr JH Tildesley MBE	Independent Annibynwr	
16.	Cllr C Westwood	Labour	
17.	Cllr R Williams	Labour	
18.	Cllr M Winter	Independent Alliance	

Licensing Committee/Licensing Act 2003 Committee			
	Member	Group	Notes
1.	Cllr P Davies	Labour	
2.	Cllr GW Davies MBE	Labour	
3.	Cllr E Dodd	Independent Annibynwr	
4.	Cllr C James	Labour	
5.	Cllr RM James	Plaid Cymru	
6.	Cllr P James	Labour	
7.	Cllr RD Jenkins	Labour	
8.	Cllr P John	Labour	
9.	Cllr D Lewis	Labour	
10.	Cllr JE Lewis	Labour	
11.	Cllr H Morgan	Labour	
12.	Cllr D Owen	Independent Alliance	
13.	Cllr R Williams	Labour	Chairperson
14.	Cllr E Venables	Independent Alliance	

Standards Committee BCBC Representatives			
N^o	Member	Group	Notes
1.	Cllr D Lewis	Labour	
2.	Cllr RD Jenkins	Labour	

Adult Social Care Overview and Scrutiny Committee			
N^o	Member	Group	Notes
1.	Cllr MW Butcher	Independent Annibynwr	
2.	Cllr NC Clarke	Independent Alliance	
3.	Cllr P Davies	Labour	
4.	Cllr N Farr	Labour	
5.	Cllr EM Hughes	Labour	
6.	Cllr P John	Labour	
7.	Cllr B Jones	Independent Alliance	
8.	Cllr RC Jones	Labour	
9.	Cllr JE Lewis	Labour	
10.	Cllr LC Morgan	Labour	
11.	Cllr D Sage	Labour	Chairperson
12.	Cllr M Thomas	Labour	

Children & Young People Overview & Scrutiny Committee			
N^o	Member	Group	Notes
1.	Cllr P Davies	Labour	
2.	Cllr DK Edwards	Labour	
3.	Cllr N Farr	Labour	
4.	Cllr EP Foley	Independent Annibynwr	Chairperson
5.	Cllr CA Green	Independent Alliance	
6.	Cllr P John	Labour	
7.	Cllr M Jones	Labour	
8.	Cllr G Phillips	Labour	
9.	Cllr R Thomas	Labour	
10.	Cllr C Westwood	Labour	
11.	Cllr DBF White	Labour	
12.	Cllr K Watts	Independent Alliance	

Community Environment & Leisure Overview & Scrutiny Committee			
N^o	Member	Group	Notes
1.	Cllr DK Edwards	Labour	
2.	Cllr CA Green	Independent Alliance	
3.	Cllr L Ellis	Independent	
4.	Cllr RD Jenkins	Labour	
5.	Cllr C Jones	Labour	
6.	Cllr D Lewis	Labour	
7.	Cllr J McCarthy	Labour	
8.	Cllr G Phillips	Labour	
9.	Cllr JC Spanswick	Labour	Chairperson
10.	Cllr JH Tildesley MBE	Independent Annibynwr	
11.	Cllr K Watts	Independent Alliance	
12.	Cllr R Williams	Labour	

Corporate Resources & Improvement Overview & Scrutiny Committee			
N^o	Member	Group	Notes
1.	Cllr G Davies	Independent Alliance	
2.	Cllr GW Davies MBE	Labour	
3.	Cllr E Dodd	Independent Annibynwr	
4.	Cllr CA Green	Independent Alliance	
5.	Cllr EM Hughes	Labour	
6.	Cllr C Jones	Labour	
7.	Cllr D Lewis	Labour	
8.	Cllr J McCarthy	Labour	
9.	Cllr C Reeves	Labour	
10.	Cllr M Reeves	Labour	Chairperson
11.	Cllr JC Spanswick	Labour	
12.	Cllr G Thomas	Labour	

Partnerships and Governance Overview and Scrutiny Committee			
N^o	Member	Group	Notes
1.	Cllr NC Clarke	Independent Alliance	Chairperson
2.	Cllr E Dodd	Independent Annibynwr	
3.	Cllr EM Hughes	Labour	
4.	Cllr M Jones	Labour	
5.	Cllr J McCarthy	Labour	
6.	Cllr H Morgan	Labour	
7.	Cllr A Owen	Labour	
8.	Cllr D Patel	Labour	
9.	Cllr M Thomas	Labour	
10.	Cllr R Thomas	Labour	
11.	Cllr K Watts	Independent Alliance	
12.	Cllr C Westwood	Labour	

Town & Community Council Forum			
N^o	Member	Group	Notes
1.	Cllr S Aspey	Independent Alliance	
2.	Cllr MW Butcher	Independent Annibynwr	
3.	Cllr CA Green	Independent Alliance	
4.	Cllr EM Hughes	Labour	
5.	Cllr RD Jenkins	Labour	
6.	Cllr C Jones	Labour	
7.	Cllr H Morgan	Labour	
8.	Cllr MEJ Nott OBE	Labour	Chairperson
9.	Cllr D Owen	Independent Alliance	
10.	Cllr G Phillips	Labour	
11.	Cllr D Pugh	Labour	
12.	Cllr C Reeves	Labour	
13.	Cllr M Reeves	Labour	
14.	Cllr D Sage	Labour	
15.	Cllr C Smith	Labour	
16.	Cllr R Thomas	Labour	
17.	Cllr H Townsend	Labour	
18.	Cllr R Williams	Labour	
19.	Cllr M Winter	Independent Alliance	

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO THE ANNUAL MEETING OF COUNCIL
18 MAY 2016

REPORT OF THE MONITORING OFFICER

REPRESENTATION ON OUTSIDE BODIES & OTHER COMMITTEES

1. Purpose of Report.

- 1.1 The purpose of this report is to seek Council's approval for the appointment of Members to the South Wales Police and Crime Panel and the South East Wales Strategic Planning Group as set out in Appendix 1.

2. Connection to Corporate Improvement Plan / Other Corporate Priority.

- 2.1 The Authority's continuing partnership working with a wide range of organisations within the County Borough contributes to the achievement of the Corporate Priorities.

3. Background.

- 3.1 Council is required, in accordance with Part 4 of the Council Procedure Rules contained within the Constitution, to receive nominations and appoint to these bodies / committees.

4. Current situation / proposal.

- 4.1 It is proposed that Members be appointed for a term of one year except where earlier revocation of appointment is appropriate.
- 4.2 It is proposed that where an appointment is made on the basis of a Member's role within the Authority the appointment be attached to the role and not to the individual Member, e.g. Scrutiny Chair, Cabinet Member.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 This report accords with the Council Procedure Rules as set out at Part 4 of the Constitution.

6. Equality Impact Assessment

- 6.1 There are no equalities impact issues arising from this report

7. Financial Implications.

- 7.1 There are no financial implications.

8. Recommendation.

Council is recommended to: -

- 8.1 receive nominations and appoint the requisite number of Members to the bodies and committees as shown in **Appendix 1**.

P A JOLLEY
Monitoring Officer

19th April 2016

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Senior Democratic Services Officer - Support

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Postal Address Democratic Services
Operational and Partnership Services
Level 1
Civic Offices

Background document

None.

COMMITTEES - COUNCIL

ORGANISATION	REQUISITE REPRESENTATION	PROPOSED REPRESENTATION
South Wales Police and Crime Panel	1 Member comprising <ul style="list-style-type: none"> • 1 majority party 	<ul style="list-style-type: none"> • 1 majority party

OUTSIDE BODIES

South East Wales Strategic Planning Group	1 Member	Chairperson Development Control Committee
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