

# Public Document Pack

## 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:** Wednesday, 28 September 2016

Dear Councillor,

#### **CABINET**

A meeting of the Cabinet will be held in Committee Rooms 1/2/3, Civic Offices, Angel Street, Bridgend, CF31 4WB on **Tuesday, 4 October 2016 at 2.30 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 (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 5 - 16  
To receive for approval the Minutes of a meeting of the Cabinet dated 6 September 2016
4. Annual Report 2015-16 17 - 62  
The purpose of this report is for Cabinet to consider the Annual Report 2015-16, which consists of Appendix A and Appendix B (attached to the report) and recommend it to Council for approval.
5. Maesteg Town Hall 63 - 70  
The purpose of this report is to seek Cabinet approval to commence development and delivery work to secure the regeneration of Maesteg Town Hall.
6. Children with Disabilities Transformation Programme 71 - 86  
To inform Cabinet of the work that has been undertaken as part of the Children with Disabilities Transformation programme, and to request approval to implement the proposals and new models for specialist 52-week provision for children and young people with complex needs, and overnight short breaks services for children with disabilities.

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7. Capital Programme 2016-17 to 2015-26 87 - 100  
The purpose of this report is to update Cabinet on the current capital programme and to seek approval to present a report to Council for a revised capital programme for 2016-17 to 2025-26.
8. School Modernisation - Pencoed Primary, Invitation to Tender and Contract Award 101 - 106  
The purpose of this report is to obtain approval to invite tenders for the construction of the new Pencoed Primary School; delegate authority to the Corporate Director, Education and Family Support to award a contract to the bidder submitting the most economically advantageous tender for the construction of the new Pencoed Primary School, subject to the tender price being acceptable to the S151 Officer and receipt of Welsh Government funding approval. Also delegate authority to the Corporate Director, Education and Family Support to enter into a construction contract with the successful tenderer and any relevant ancillary agreements in consultation with the Director of Operational and Partnership Services and arrange for execution of the same on behalf of the Council, and note that an information report will be presented to Cabinet in due course, advising of the outcome of the tender process.
9. Appointment of Local Authority Governors 107 - 120  
The purpose of this report is to seek approval from Cabinet for the appointment of Local Authority (LA) governors to the school governing bodies listed in paragraph 4.1 and 4.2.
10. School Modernisation Programme: Proposed Enlargement of Afon Y Felin Primary School 121 - 124  
This report is to seek approval from Cabinet to consult on the proposal to make a regulated alteration to Afon Y Felin Primary School in the form of an enlargement with effect from 1<sup>st</sup> April 2017.
11. Tackling Poverty Priorities 2016-17 125 - 164  
The purpose of this report is to inform Cabinet of the progress on the alignment of Tackling Poverty Project (Communities First (C1st), Flying Start, Families First and Supporting People. To also seek Cabinet's approval to delegate the position of Tackling Poverty Officer Champion to the Head of Service - Performance and Partnership Services; delegate authority to the Corporate Director - Operational and Partnership Services, to determine the nature of any requests for 5% virement of funding between programmes, which is to be submitted to Welsh Government (WG) for approval; and finally seek Cabinet's approval of the 'Tackling Poverty Priorities 2016/17' as set out in Appendix 1 of the report.
12. Regulation of Investigatory Powers Act 2000 165 - 180  
This report provides details of the current policy under the Regulation and Investigatory Powers Act (RIPA).
13. Information Reports for Noting 181 - 204  
The purpose of this report is to inform Cabinet of the Information Reports which have been published since its last scheduled meeting.
14. Urgent Items  
To consider any items of business that by reason of special circumstances the chairperson is of the opinion should be considered at the meeting as a matter of urgency in accordance with paragraph 2.4 (e) of the Cabinet Procedure Rules within the Constitution.
15. Exclusion of the Public  
The Minutes relating to the following item are not for publication as they contain exempt information as defined in Paragraph 14 and 16 of Part 4, and Paragraph 21 of Part

5, Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

If following the application of the public interest test Cabinet resolves pursuant to the Act to consider this item in private, the public will be excluded from the meeting during such consideration.

16. Approval of Exempt Minutes 205 - 208  
To receive for approval the Exempt Minutes of Cabinet dated 6 September 2016

Yours faithfully

**P A Jolley**

Corporate Director Operational and Partnership Services

**Distribution:**

Councillors:

MEJ Nott OBE

HJ David

CE Smith

Councillors

HJ Townsend

PJ White

HM Williams

Councillors

CL Reeves

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MINUTES OF A MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 6 SEPTEMBER 2016 AT 2.30 PM

Present

Councillor MEJ Nott OBE – Chairperson

CE Smith

HM Williams

CL Reeves

Officers:

Kelly Watson	Group Manager Legal & Democratic Services
Julie Ellams	Democratic Services Officer - Committees
Darren Mepham	Chief Executive
Deborah McMillan	Corporate Director Education & Family Support
Mark Shephard	Corporate Director - Communities
Mark Galvin	Senior Democratic Services Officer - Committees
Jackie Davies	Head of Adult Social Care
Andrew Thomas	Group Manager – Sports and Physical Activity

964. APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Councillors and Officers:-

Councillor HJ David  
Councillor H Townsend  
Councillor PJ White  
Sue Cooper  
Andrew Jolley  
Randal Hemingway

965. DECLARATIONS OF INTEREST

None

966. APPROVAL OF MINUTES

RESOLVED: That the Minutes of a meeting of Cabinet dated 26 July 2016, be approved as a true and accurate record.

967. PROPOSED COMMUNITY ROUTE BETWEEN PENCOED AND HEOL Y CYW

The Corporate Director Communities submitted a report, that sought Cabinet approval for the creation of a community route between Pencoed and Heol y Cyw, and the subsequent adoption of the proposed route as a highway maintainable at the public expense. The report also informed Cabinet of the current position in respect of Section 106 Agreement funding received pursuant to a Section 106 Agreement dated 10 October 2007, and the use of this funding for the proposed route.

By way of background information, the Corporate Director Communities advised that in 2006 Rockwool Ltd submitted a planning application to increase the size of its operational facility in Wern Tarw near Pencoed.

During subsequent discussions between Rockwool Ltd and the Council, it was agreed that Condition 12 of planning consent P/06/1588/FUL would be superseded by a Section 106 Agreement requiring the provisions as outlined in paragraph 3.2 of the report.

Paragraph 3.3 of the report explained that due to issues regarding land ownership rights, ie that some of the original community route initially proposed, could not be used as it was common rather than Council owned land, in April/May 2012 the Heol y Cyw Community Access Group approached the Council about the proposal to construct a community route from Pencoed to Heol y Cyw that was also acceptable to the Commoners Association by means of an alternative Scheme being submitted to the one that was originally proposed.

Paragraph 3.6 of the report, also gave details of the stretch of route to be provided and information regarding Section 106 funds. The Corporate Director Communities expanded upon this, by confirming that it was proposed that the remaining Section 106 monies would be used exclusively on construction of the works between Pencoed and Wern Tarw Cross. The remaining Section 106 monies were not sufficient to construct all of the proposed route between these areas. Rockwool had conditioned that, in order for the Section 106 monies to be used to fund part of the construction of the route, the Community Group had to gain access to sufficient additional monies to construct the section from Pencoed to Wern Tarw Cross before a build contract was entered into.

The Corporate Director Communities added that it was proposed that when the route had been completed to a satisfactory standard it would be adopted by the Council as a highway maintainable at the public expense. This would in all likelihood involve phased dedication of sections of the proposed route.

Paragraph 4.1 then outlined the current situation regarding the proposed route.

The Cabinet Member Communities confirmed that this was excellent news that supported Priority Two, helping people to be more self-reliant by enabling community groups and the third sector to have more voice and control over community assets. She added that it also followed the Council's Wellbeing agenda, in that people who use the route would be utilising the environment effectively. It would obviously support the immediate community she added.

The Cabinet Member Regeneration and Economic Development confirmed that the route would also benefit pedestrians, cyclists, people with pushchairs and those who used wheelchairs.

The Cabinet Member Resources, welcomed the contribution towards the route that had been given by the local Member. He added that the route so secured would also take out a treacherous part of the current route.

**RESOLVED:** That Cabinet approved:

1. The submission of an application under Section 38 Planning Inspectorate Wales for consent to construct works on common land.
2. That the Corporate Director, Operational & Partnership Services be authorised:
  - To advertise notice of the section 38 Commons Act 2006 application.

- To enter into a licence with the Landowner (The Dunraven Estate) and the Conservators of the common to enable works to be completed prior to dedication.
- To enter into a Footpath Creation Agreement with the Landowner, the Conservators of the Coity Wallia Common and Commoners Association pursuant to section 25 of the Highways Act.
- To obtain such further consents that were required under the Coity Wallia Commons Act 1976.
- To progress a cycletrack conversion order pursuant to the Cycle Tracks Act 1984 to enable use of the proposed route by cycles.
- Invite tenders and award a contract for the construction of the proposed works.

968. SCHOOL MODERNISATION PROGRAMME: OUTCOME OF PUBLIC NOTICE ON PROPOSAL TO MAKE A REGULATED ALTERATION TO PENCOED PRIMARY SCHOOL

The Corporate Director Education and Family Support, submitted a report

to inform Cabinet of the outcome of the Public Notice on the proposal to make a regulated alteration to Pencoed Primary School, by relocating the school, including the Heol y Cyw campus, to a new build school on the site of Pencoed Primary School playing fields at Penprysg Road, Pencoed with effect from 1st April 2018, and to request Cabinet issue a Determination as per the proposal.

She advised that on 16<sup>th</sup> February 2016, Cabinet approved the consultation on the proposal to make a regulated alteration to Pencoed Primary School by relocating the school, including the Heol Y Cyw campus, to the site of the school playing fields at Penprysg Road, Pencoed.

The Corporate Director Education and Family Support further advised that on 7<sup>th</sup> June 2016, Cabinet having considered the outcome of the consultation with all parties as detailed in the consultation report, authorised the publication of a statutory notice outlining the proposals, which was published on 15<sup>th</sup> June 2016 for a period of 28 days (and formal written objections were invited during this time).

She then added that an Equality Impact Assessment had been carried out as part of the consultation stage, as had also a Welsh Impact Assessment and a Community Impact assessment.

In relation to the report's financial implications, the Corporate Director Education and Family Support advised that the anticipated cost of the proposed new Pencoed Primary School would be funded by the Council and Welsh Government under the 21<sup>st</sup> Century Schools Programme, for which the Authority received Welsh Government approval 'in principle'. The current budget for the scheme in the Capital Programme approved by Council was £8.8m, however, the total cost of the scheme would be £11.1m due to "site abnormalities" specified in paragraph 7.1 of the report.

It was estimated that the school bus service to transfer pupils to the new Pencoed Primary site would cost £40,470 per annum. The existing transport arrangements for the current split site school cost approximately £48,070.

The Cabinet Member Resources welcomed the fact that the report's proposals had not been objected to, and therefore were supported by all stakeholders.

The Cabinet Member Regeneration and Economic Development added that the topic in question had been the subject of considerable discussion and investigation, as reflected in the level of background documents to the report.

The Cabinet Member Communities closed debate on this item by adding that the school would provide state of the art facilities for its future pupils.

**RESOLVED:**                      That Cabinet:

1. Considered the outcome of the Public Notice as detailed in the report.
2. Approved the implementation of the proposal to make a regulated alteration to Pencoed Primary School, by relocating the school, including the Heol Y Cyw campus, to a new build school on the site of Pencoed Primary School playing fields at Penprysg Road, Pencoed, with effect from 1 April 2018, subject to all funding sources being approved.

969. **SCHOOL MODERNISATION PROGRAMME: INVITATION OF TENDERS FOR THE CONSTRUCTION OF NEW PENCOED PRIMARY SCHOOL**

The Corporate Director Education and Family Support presented a report, the purpose of which, was to seek Cabinet approval to tender for the construction of the proposed new Pencoed Primary School.

Following some background information, the report confirmed that the tender process for the SEWSCAP Framework was undertaken and administered by RCT County Borough Council, in conjunction with Capita Glamorgan on behalf of all participating Councils, of Bridgend were one.

The Corporate Director Education and Family Support added, that the cost of the tender exercise would be met from within existing resources.

**RESOLVED:**                      That Cabinet:

1. Approved the issue of an invitation to tender for the construction of a new Pencoed primary School (subject to Cabinet determining to approve the implementation of the proposal to make a regulated alteration to Pencoed Primary School, obtaining appropriate planning permission in respect of the planning application and subject to Welsh Government approval of the Full Business Case).
2. Noted that Cabinet will in due course receive a further report seeking Cabinet's approval for the award of the Contract to the successful tenderer.



970. AGEING WELL IN BRIDGEND

The Corporate Director Social Services and Wellbeing submitted a report, the purpose of which, was to raise awareness of the key themes of the 'Ageing Well in Wales' plan, the outcomes for older people that were targeted and how this would be planned and delivered within Bridgend County Borough.

The report also sought approval of the plan for Bridgend that had been developed in partnership with the Local Health Board, attached to the report at Appendix 1.

The Head of Adult Social Care confirmed that the Ageing Well in Wales programme was a partnership programme, that aimed to ensure that there was an improvement in the Wellbeing of people aged 50 plus in Wales, and to ensure that Wales was a good place to live for people of all ages.

She proceeded by advising that the programme recognised that older people need appropriate education, leisure, housing, transport, community facilities and employment to maintain their wellbeing.

The Head of Adult Social Care confirmed that there were five distinct themes identified within the Ageing Well in Wales plan, and these were detailed in paragraph 4.1 of the report.

She then referred Cabinet to paragraph 4.5 of the report, which stated that a Plan had been produced with indicative actions and measures of success that could be used to support the development of local thematic networks or approaches, which had been put together following the engagement of a range of local and regional partners and organisations. Examples of these, were outlined in this section of the report.

The Head of Adult Social Care, then advised that a public consultation on issues relating to the quality of life of older people had secured almost 300 responses, and partners had supported the collation of these. The Evaluation report relating to this was shown at Appendix 2 to the report. Page 59 of this document showed some headline figures in respect of this consultation, whilst what was considered as important was listed on page 67 of the report.

She also referred to paragraph 4.11 of the report, which listed the overarching aims and outcomes of the National Programme that had been integrated into the content of the Ageing Well in Bridgend Plan.

The Head of Adult Social Care then gave a brief resume of the report's Conclusions as outlined in paragraphs 4.13 to 4.16.

The Cabinet Member Communities said that a theme of the programme was to develop Dementia Supportive Communities, and the Llynfi Valley had been categorised as a Dementia Friendly Community. Part of this had involved regular faces in the community, for example shop owners and assistants, being trained to look out for the signs of dementia in individuals who had they had come accustomed to seeing through them regularly visiting their premises.

RESOLVED: That Cabinet approved the Ageing Well Plan attached at Appendix 1 to the report.

971. THE POTENTIAL DEVELOPMENT OF THE URDD NATIONAL RUGBY FESTIVAL AT PENCOED

The Corporate Director Communities submitted a joint report, that provided information on the benefits of developing a large scale schools rugby event at Pencoed, and to seek Cabinet approval to work with partners to deliver this event.

He advised that the Urdd had traditionally supported a large scale schools rugby festival as an annual calendar event. The interest in this event had grown progressively, and an opportunity had been identified to work in partnership with the Welsh Rugby Union (WRU) to increase the profile and participation at the event.

The Corporate Director Communities then referred to the partners that would also be supporting the event, and that the event would be the largest schools sevens rugby tournament in Wales (and be endorsed by the WRU).

He added that the event would be bi-lingual, and include opportunities for Welsh medium and English language schools.

The Corporate Director Communities further added, that it was anticipated that there would be 3,000 players participating, distributed across 3 sites including Felindre Road, Pencoed Comprehensive School and Woodlands paying fields over the duration of the event.

Paragraphs 4.11 to 4.13 then outlined certain additional benefits associated with the event.

The Cabinet Member Communities stated that this was a huge event ie one of the the largest schools events of its kind in the South Wales area, that included no less than 7 tournament events, where there would be opportunities for young people of both genders which supported gender equality. She added that this would be a prestigious event for the County Borough.

The Cabinet Member Resources added that the event was being welcomed by the hospitality industry, and very much being supported by young people within the community. Events such as this he added, often led on to event participants developing and becoming better in the sport.

RESOLVED: That Cabinet:

1. Noted the content of the report.
2. Approved that Bridgend County Borough Council works in partnership with local and national partners to deliver this event.

972. RESIDENTIAL AND NURSING HOME CONTRACTS

The Head of Adult Social Care submitted a report, seeking Cabinet approval to Authorise a waiver under CPR 3.2.3, from the requirement to tender the provision of residential care home services.

On the basis that the waiver under CPR 3.2.3 was approved, to also delegate authority to the Corporate Director Social Services and Wellbeing to enter into contracts with the current and any future residential and nursing care providers on terms to be approved by

the Corporate Director Social Services and Wellbeing in consultation with the Corporate Director Operational and Partnership Services and the S151 Officer. Such contracts to take effect for the terms set out in Section 8 (the Recommendation) of this report.

She advised that In February 2014, Cabinet approved a waiver under Contract Procedure Rule 3.2.3, from the requirement to competitively tender the provision of residential and nursing care home services. The waiver was approved on the basis that, at that time, the contracted providers were the only tenderers who could technically provide such a service, due to statutory restrictions in respect of the Council's obligation to set appropriate fees.

Cabinet was advised that this statutory restriction dates from the implementation of the National Health Service and Community Care Act 1990, when the funding of residential care homes passed from the Department of Social Services in central government to local authorities and that the subsequent National Assistance Act (Choice of Accommodation)(Wales) Directions 1993, imposed on local authorities the duty of determining the amount that they would expect to pay for assessed needs. Furthermore, that the discretion to set such fees was tempered by the provisions of Section 7 of the Local Authority Social Services Act 1970, which states that local authorities, in performing their functions, must 'act under' the guidance of the Welsh Ministers and that the most recent guidance was the 'Fulfilled Lives, Supportive Communities: Commissioning Framework Guidance and Good Practice" (August 2010). For these reasons, Cabinet was asked to authorise a waiver from the requirements to competitively tender the Residential Care Home fees under CPR 3.2.3 as there was technically no competitive market available.

The Head of Adult Social Care, asked Cabinet to note that the above statutory restrictions remained in force, with the result that there was no competitive market place available for these services. This meant the status quo, in that the current contracted providers were the only tenderers who could technically provide such a service.

She then confirmed that paragraphs 3.4 to 3.9 of the report, outlined certain contractual arrangements with regard to the Contract, adding that in February 2014, Cabinet approved for the contracting arrangements in place with the providers to be extended up to 31<sup>st</sup> March 2016.

The next part of the report confirmed that due to new legislative requirements and other issues relating to the Nursing elements (ie residential and nursing care) of the Contract, there was a need to make changes to both this and the accompanying service specification, which had since been drafted and presented to the Residential and Nursing Care Forum last March. The Contract/new Model highlighted the differences between the revised and present model in place.

In light of the above and certain other considerations contained in the report, the Head of Adult Social Care stated that for the Model and Contract to be responsive to future legislative changes and any new strategic drivers from both a local authority and ABMU perspective, it was felt that a relatively shorter-term Contract would be more appropriate going forward, as suggested in paragraph 4.7 of the report.

Following consideration being given to the report by Cabinet, it was

**RESOLVED:** That Cabinet:

1. Authorised a waiver under CPR 3.2.3, from the requirement to tender the provision of residential care home services on the basis that the Council has a statutory obligation to set the fees, which

means that there is technically no competitive market available for these services.

2. On the basis that the waiver under CPR 3.2.3 was approved, delegated authority be given to the Corporate Director – Social Services and Wellbeing to enter into contracts with the current residential and nursing care providers on terms to be approved by the Corporate Director – Social Services and Wellbeing in consultation with the Corporate Director - Operations and Partnerships and the S151 Officer. On the basis that (if approved) the reasons for a waiver under CPR 3.2.3 would have applied on any earlier date that the statutory restrictions as set out in this report were in force, Cabinet authorised such contracts on a retrospective basis, from the 1st April 2016. The contracts were to be in place for an initial period of two years, with an option to extend for further periods of up to two years.
3. On the basis that the waiver under CPR 3.2.3 was approved, authority be delegated to the Corporate Director – Social Services and Wellbeing to enter into contracts with any new residential and nursing care providers on terms to be approved by the Corporate Director – Social Services and Wellbeing in consultation with the Corporate Director - Operations and Partnerships and the S151 Officer, provided that such new contracts shall be co-terminus with the contracts referred to in 2. above.

973. **BLUE BADGE SCHEME AND AMENDMENT TO THE SCHEME OF DELEGATION OF FUNCTIONS**

The Corporate Director Operational and Partnership Services placed a report before Cabinet, seeking its approval to amend the Scheme of Delegation of Functions in relation to the Blue Badge Scheme.

The Group Manager Legal and Democratic Services confirmed that in order to reflect that following the recent restructure of the Corporate Management Board, Customer Services who administer work associated with the Blue Badge Scheme, had now moved to the Operational and Partnership Services Directorate as part of this restructure. In view of this, it was necessary to amend a provision of the Scheme of Delegations to adequately achieve this.

Paragraph 4.1 of the report confirmed the changes that were necessary.

Paragraph 4.2 outlined that it was also proposed that the 'Road Traffic Regulation Act 1984' be inserted into the list of enactments at Scheme B2 paragraph 3.54, as a function allocated to the Corporate Director Operational and Partnership Services.

**RESOLVED:** That Cabinet noted the report and approved the amendment to the Scheme of Delegation of Functions at Paragraphs 4.1 and 4.2 of the report.

974. **INFORMATION REPORTS**

The Group Manager Legal and Democratic Services presented a report, the purpose of which, was to inform Cabinet of the Information Reports that had been published since the last meeting.

The Cabinet Member Resources referred to the excellent best practices being adopted at Brackla and St Mary's Catholic Primary School. These were so good that the schools had been asked by Estyn to prepare a written case study, describing the excellent practice identified during the inspection relating to partnership work in the former, as well as a similar case study having been requested by Estyn regarding the excellence identified for thinking skills, cognitive development and partnerships in the latter mentioned school.

**RESOLVED**

That Cabinet acknowledged the publication of the documents listed in the report:-

Title	Date Published
Estyn Inspection Outcomes - Brackla Primary School	31 August 2016
Estyn Inspection Outcomes - St Mary's Catholic Primary School	31 August 2016
Estyn Report of Central South Consortium	31 August 2016
Youth Justice Plan	31 August 2016

**975. SCHOOL MODERNISATION - GARW VALLEY SOUTH**

The Corporate Director Education and Family Support explained that the purpose of the report was to seek approval to proceed with the Garw Valley South scheme at a revised overall project budget not exceeding £11.2 million. Subject to Cabinet approval a revision to the Capital Programme would be required. Delegated authority to the Corporate Director – Education and Family Support was also being sought to conduct negotiations with the lowest priced tenderer, and subject to the successful outcome of negotiations, to award a contract, the terms to be finalised in consultation with the Corporate Director – Operational and Partnership Services and the S151 Officer. She also explained that approval was being sought to modify the decision made by Cabinet on 1st September 2015 in respect of the proposal to make a regulated alteration by varying the opening date of Ysgol Gynradd Gymraeg Cwm Garw from September 2018 to January 2019.

She explained that prices for the construction of the school were submitted by five of seven contractors who were invited to tender. Unfortunately the construction costs received were initially higher than the available budget, ranging between £9.7 million and £12.65 million against a construction budget of £8 million. Following advice from Legal and Procurement, the tender process was re-run with a reduced specification with the budget figure being made known to potential tenderers and allowing alternative proposals. Revised tenders were being considered by technical officers to ensure that proposals met design requirements, the available budget and Welsh Government funding conditions.

Discussions had taken place with Welsh Government officials to agree in principle to seek permission from the Council to vire £1.2 million of the £1.5 million budget allocated against specialist provision for children with autism under the 21<sup>st</sup> Century Schools Programme.

Due to the urgency and potential risk of losing Welsh Government Funding in 16-17, approval was sought to vire the funding as detailed to revise the Capital programme in accordance with the Council's Scheme of Delegation.

As the relocation of Ysgol Gynradd Gymraeg Cwm Garw was subject to a statutory notice it was necessary for Cabinet to modify the decision by varying the opening date of Ysgol Gynradd Gymraeg Cwm Garw from September 2018 to January 2019.

The Cabinet Member Resources commented that he was disappointed that no tenders had been returned within the initial plan, and he acknowledged that considerable work had been undertaken to get the project to this stage.

RESOLVED

That Cabinet:

1. Granted approval to proceed with the Garw Valley South scheme at a revised overall project budget not exceeding £11.2 million.
2. Noted that the Chief Executive intended to make a revision to the Capital Programme to reflect the increased budget for the proposed Garw Valley South scheme and a corresponding reduction in the capital budget for the ASD scheme within the Band A funding envelope of the 21st Century Schools Programme and further noted that a report should be presented to the next Council meeting in October detailing the revision to the Capital Programme
3. Delegated authority to the Corporate Director – Education and Family Support to conduct negotiations, if necessary, with the lowest priced tenderer, in accordance with procurement legislation.
4. Subject to the successful outcome of any such negotiations, delegated authority to the Corporate Director – Education and Family Support to award a contract, the terms to be finalised in consultation with the Corporate Director – Operational and Partnership Services and the S151 Officer.
5. Granted approval to modify the decision made by Cabinet on the 1<sup>st</sup> September 2015, in respect of the proposal to make a regulated alteration to Ysgol Gynradd Gymraeg Cwm Garw by varying the opening date of Ysgol Gynradd Gymraeg Cwm Garw from September 2018 to January 2019 and to serve the appropriate notices.

976. URGENT ITEMS

There were no urgent items.

977. EXCLUSION OF THE PUBLIC

RESOLVED:

**CABINET - TUESDAY, 6 SEPTEMBER 2016**

That under Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, the public be excluded from the meeting during consideration of the following items of business as they contain exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

- 978. APPROVAL OF EXEMPT MINUTES
- 979. SCHOOL MODERNISATION - GARW VALLEY SOUTH
- 980. COMMISSIONING AND CONTRACTING THIRD SECTOR SERVICES WITHIN THE SOCIAL SERVICES AND WELLBEING DIRECTORATE.
- 981. EXTENSION OF HYBRID MAIL CONTRACT

The meeting closed at 3.25 pm

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

### REPORT OF THE CHIEF EXECUTIVE

#### ANNUAL REPORT 2015-16

##### **1. Purpose of Report**

- 1.1 The purpose of this report is for Cabinet to consider the Annual Report 2015-16, which consists of Appendix A and Appendix B (attached) and recommend it to Council for approval.

##### **2. Connection to Corporate Improvement Objectives/Other Corporate Priorities**

- 2.1 The Annual Report evaluates the Council's performance against the priorities set in the Corporate Plan 2013-17. It also reiterates the improvement objectives for 2016-17. This is the last year of the Corporate Plan 2013-17, as it is replaced by the new Corporate Plan for 2016-20.

##### **3. Background**

- 3.1 Under section 15 of the Local Government (Wales) Measure 2009 and in accordance with the related statutory guidance issued by the Welsh Government, the authority must publish its assessment of performance for the previous financial year before 31 October.
- 3.2 The Council's Corporate Plan for 2013-17 sets out six improvement priorities as follows:
1. Working together to develop the local economy
  2. Working together to raise ambitions and drive up educational achievement
  3. Working with children and families to tackle problems early
  4. Working together to help vulnerable people to stay independent
  5. Working together to tackle health issues and encourage healthy lifestyles
  6. Working together to make the best use of our resources
- 3.3 In March 2015, the Council published its reviewed Corporate Plan for 2015-16. The Plan defined 58 commitments to deliver the six improvement priorities and identified 76 outcome-focused indicators for the financial year.
- 3.4 The Council's Medium Term Financial Strategy (MTFS) identified how it would use its resources to support the achievement of the improvement priorities and statutory duties, including the management of financial pressures and risks over the next four years.

#### **4. Current situation / proposal**

- 4.1 The Annual Report, prepared to meet the requirements of the Local Government (Wales) Measure 2009, summarises how well the Council did in progressing these priorities in 2015-16. It consists of two parts:
- Part one (Appendix A) evaluates the Council's performance against its commitments and planned outcomes. A summary of budgets for the year and regulator's findings is also included. Citizens' views and how we consulted with our citizens are set out within the report.
  - Part two (Appendix B) provides detailed performance information about each of the 76 indicators defined by the Corporate Plan. This part also includes performance information about those national indicators (including statutory one) that were not included in the Corporate Plan but the Council must collect.
- 4.2 The Council carried out to completion 44 (76%) of its 58 commitments, missed only marginally in a further 12 (20%) and mostly missed planned improvements in just 2 (4%). Of the 76 indicators that were identified for the Corporate Plan for 2015-16, 75 had data available. Fifty one (68%) met their target, 14 (19%) were marginally off target and 10(13%) were off target by more than expected.
- 4.3 The Annual Report also evaluates the Council's performance against the 41 national indicators. Comparative data was available for 39 of the indicators that were collected by the Council in the previous year. Of those 39 indicators, 28 (70%) showed improvement on the previous year compared with 65% improvement nationally. This made the Council the second most improved local authority in Wales. It is also worth noting that 24 of the Council's 40 nationally comparable indicators for the year are ranked in the top half when measured against other local authorities, making the authority the joint best fifth in Wales.
- 4.4 This is an important document as it provides citizens and stakeholders with detailed information about the Council's performance against its planned improvement priorities and outcomes for citizens. It also provides a comparison of the Council's performance with that of other Welsh local authorities across a range of services and highlights year on year trends.
- 4.5 Once approved, the Annual Report will be published on the Council's website and shared with stakeholders. Hardcopies of the report will be produced and placed in the Council's public libraries. A summary of the report will also be prepared to highlight key points in the Council's performance and will be placed in the public libraries, too.

#### **5. Effect upon Policy Framework & Procedure Rules**

- 5.1 The Annual Report provides an assessment of progress on the Corporate Plan 2013-17 which forms part of the corporate policy framework.

#### **6. Equality Impact Assessment**

- 6.1 The Annual Report provides information on the Council's performance and has no negative equality implications.

## **7. Financial Implications**

7.1 The Annual Report has no financial implications.

## **8. Recommendation**

8.1 That Cabinet considers the Annual Report 2015-16 (Appendix A and Appendix B) and recommend it to Council for approval.

**Darren Mepham**  
**Chief Executive**

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### **Background documents**

- Corporate Plan 2013-17
- The Auditor General's Annual Improvement Report (January 2016)

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# Annual Report 2015-16



Bridgend County Borough Council  
**Working together to improve lives**

## Introduction

Welcome to Bridgend County Borough Council's annual report for 2015-16. This report is produced under the Local Government (Wales) Measure 2009, focussing on our six improvement priorities. We have summarised what we achieved in carrying our priorities, which are set out in our Corporate Plan and hope that you find it informative and helpful.

Our Corporate Plan for 2013-17 sets out our vision, which can be summed up as working together to improve people's lives. It also explains what steps we intend to take in order to realise this vision. We review our Corporate Plan and our commitments each year, and we check our performance regularly. This is the last year of our Corporate Plan 2013-17 as we have undertaken a full review of what our future improvement priorities should be going forward which takes into account our increasingly limited resources. This is reflected in our new Corporate Plan 2016-2020, which can be seen by clicking on the link. ([Corporate Plan 2016-20](#))

Our annual report presents what we did in 2015-16 to improve people's lives in the county borough. Last year, we again experienced a reduction in our resources, and had to find savings of £11.225 million for the year. To help us reach this target, we asked citizens where we should prioritise our spending, and we worked hard to take those views into account when determining what areas we should continue to focus on.

In gauging just how successful we have been, we use a range of measures to demonstrate how well we have delivered on our promises that are both qualitative and quantitative. Each year, the Welsh Government publishes a range of national performance indicators which enable citizens to compare how their local authority performed in comparison with the other 21 Welsh local authorities across a whole range of services. We are delighted to report that in 2015-16, we were the second most improved authority in Wales, improving on our performance last year of fifth most improved council. We improved performance across 70 per cent of the national indicators against a national average of 65 per cent, and 24 of the 40 indicators with comparable data were in the top-half (top two quarters) when measured against other local authorities, which is the joint best fifth in Wales. Our best performing categories were adult social services and education. In line with last year's report and thanks to ongoing support from parents, we are particularly pleased that pupil attendance at secondary schools improved, ranking us within the top six best performing authorities in Wales. For the second year, we are in the top three councils for reducing delays in the transfer of care, and are in the top five authorities for offering support in care homes for older people aged 65 or over.

In all, we made 58 promises and commitments, fully completed 44 of them, mostly achieved the planned improvement of 12 and mostly missed our planned improvements in two. We were unable to fulfil our promise on implementing a toolkit to improve the way we offer advice to 14-19 year olds as Welsh Government decided to take this initiative forward nationally. The other unfulfilled commitment related to the development of the Early Help database. However, we did implement all the actions set out in the strategy, and trained more staff within hubs to support families and meet their needs in improving their life chances and keeping them safe.

You can read about the improvements we made and what we achieved in more detail by each priority in this report.

Within the Corporate Plan, we also identified 76 indicators to measure how successful we were at delivering on what we said we would do. Of these, we were able to collect data for 75. We met or exceeded the target for 51 (68%) of our indicators, marginally missed achieving our target for 14 (19%) and didn't do as well as expected for 10 (13%) of our indicators. The one we were unable to collect data for related to national statistics where the information has yet to be published.

Details on all our indicators are included in the "Annual Report 2015-16: Success Indicators", which is published separately on the council's website, [www.bridgend.gov.uk](http://www.bridgend.gov.uk), and can be found within the council priorities and performance web page.

We are proud at what we have achieved despite diminishing resources, and we will continue to innovate and transform the authority, working with our partners and local communities so that we can provide services that are important to our citizens in the most effective way, with the aim of improving lives for all those who reside in Bridgend County Borough.

### **Feedback**

We welcome your comments on this annual report and your suggestions for improvement. You can give your feedback through writing to our Corporate Improvement Team, Civic Offices, Angel Street, Bridgend, CF31 4WB, or through Twitter: @BridgendCBC, or email to [Improvement@bridgend.gov.uk](mailto:Improvement@bridgend.gov.uk). You can also ring (01656) 643224.

This report is available in both Welsh and English. It is also available in another language or format on request.



*Mel Nott Leader*



*Darren Mephram Chief Executive*



Priority One - Working together to develop the local economy

We want town centres, business premises and transport and communication networks that cater for the needs of residents, businesses and visitors, to ensure access to employment opportunities that are varied and secured in the long term.

In 2015-16 we planned to continue to regenerate our town centres, actively look for new funding opportunities and encourage new investments to help boost our local economy and create extra employment opportunities.

How did we do in 2015-16 to fulfil our commitments and achieve outcomes for our local economy

<p><b>We continued to implement key regeneration projects and programmes to enhance and develop our economy, and actively looked for new funding opportunities</b></p>	<p><b>We improved opportunities for both businesses and life-long learning to ensure that the county borough can compete on a regional level for jobs, attracting further investment from new and existing businesses and supporting entrepreneurs</b></p>	<p><b>We work with public transport providers and communities to improve transport links, especially public transport</b></p>
<p style="text-align: center;"><b>Our Performance</b></p> <p>During the year we continued to implement a range of regeneration programmes in and around the County. In Bridgend town centre, we commenced the redevelopment of the new Rhiw multi-storey car park, to include 28 affordable apartments and a commercial unit suitable for retail purposes funded by Welsh Government. The redevelopment will create a community of people living within the heart of the town centre, boosting trade and helping to support the local economy. The car park is set to open in Autumn 2016 while work on the apartments and commercial unit is expected to be completed by the end of March 2017.</p> <p>We continued to work on a masterplan for the regeneration of Porthcawl. This is in the process of being updated, and will lead to a re-appraisal of the phasing plan, infrastructure work, marketing strategy and the partnership between BCBC and other landowners. The Town Heritage Initiative (THI) programme progressed well.</p> <p>A developer for the Jennings building was secured with the scheme obtaining planning and listed building consent. Plans include a theatre-styled kitchen restaurant complete with a full-height atrium, as well as further small café and food establishments with views overlooking the sea. Thirteen units will also be created on the first floor which will be suitable for both living and working. This will provide both jobs and create a visitor attraction for the area.</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>We provided focused support for businesses and supported social enterprises to help them invest and create jobs. We did this by:</p> <p><b>Supporting new business start-ups:</b> New business start-ups are supported in two ways. Firstly, there is the Enterprise Facilitation project, with the aim of helping to make the appropriate links between budding business people and members of a panel of volunteers willing to give time to the individual would-be business person. Secondly, a “kick-start” grant is available to support business start-ups. This is 50% funded by UK Steel Enterprise and 50% by the internal Special Regeneration Fund capital budget. It offers small grants (up to £1,000) to new starts and businesses in their first year of trading. In 2015-16, we provided £18,938 of the kick-start grant which helped 29 new businesses to start up.</p> <p><b>Supporting existing businesses to develop:</b> The Special Regeneration Fund capital budget allows grants of up to £5,000 or 40% of the</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>We made more than £1m worth of improvements around Bridgend during the year making it easier for people to go about their journeys in a more active way. We created a new shared route for pedestrians and cyclists along the A473 between Coychurch and Pencoed, giving walkers and cyclists a safe alternative to the busy dual carriageway. We extended the popular National Cycle Network Route 885, making it easier to cycle between Tondy and Bridgend town centre, with the route connecting up to Bridgend Bus Station.</p> 





area. *The Jennings (impression)*

Following completion of the £2.5m outdoor market project at Maesteg Town Hall, the scheme is now operating successfully. It was fully let on completion, with the majority of units being let to new businesses. It now also hosts a travelling market and a variety of other local events such as concerts and at Christmas a portable ice rink, benefitting the community as a whole.

We continued to negotiate with Welsh Government for the remediation of Maesteg Washery West. The feasibility and site investigation work is underway to utilise the £2.5 million loan fund, to bring forward Upper Llynfi Housing Sites. The site options are the former Llwynderw School site and the east and west lower plateau sites below Maesteg School.

Negotiations also continued during the year with adjoining landowners, to bring forward the Ewenny Road site in Maesteg, for a mixed use of housing, retail and employment schemes, comprising 115 new homes, food outlets, neighbourhood retail facilities and serviced employment sites, with the aim of enhancing the area and providing additional amenities.

We worked with rural communities and partners towards achieving self-sustaining rural communities, diversified rural enterprises and vibrant rural economies. We helped local people tap into funding from the European Agricultural Fund for Rural Development and the Welsh Government. Research was also commissioned on Community Asset Transfer which will help inform the council's strategy for the future in transferring assets to local communities, to benefit those living locally.

Discussions were also held with Heritage Lottery for a further THI, with the Pavillion being considered as part of future development to further regenerate the

eligible investment, whichever is least, to be made to small and medium sized businesses making capital investments and creating jobs. In 2015-16, we provided £104,834 of the Special Regeneration Fund to 35 businesses to grow and to create jobs.

**Supporting the Bridgend Business Forum, including:**

- Free events and networking opportunities, with exclusive member to member offers;
- Priority booking at paid events;
- Advertising opportunities via the Bridgend Forum website and via the [business@bridgend](mailto:business@bridgend) magazine.

In 2015-16, we supported the Bridgend Forum with 29 events, including the high profile Bridgend Business Awards. These events attracted 2,052 delegates. The majority of those delegates were from Bridgend County Borough and the rest from other LAs in Wales and England. The Business Forum continues to grow in strength and number.

**Other support measures:**

- A local Business Directory is hosted on the Council's web site.
- Labour market data is produced and disseminated. This provides information on subjects such as employment, unemployment, occupations, qualifications, earnings and employment by sectors.
- Making businesses aware through monthly e-mail updates and a four-monthly magazine of matters that may be of interest to them as businesses.

To help our citizens gain skills and improve their employment prospects, we engaged with people and communities, gathering information to understand and determine future adult

We also created a new wide cycle path along Tondy Road, from Lewis Avenue and upgraded the crossing point by Brewery Lane to become more bike friendly. All these schemes benefitted local residents living near the routes wishing to access the services and facilities that are served by the new schemes.

There were some delays in the traffic management project for Porthcawl which was the subject of intensive consultation in regard of both residential and on street parking proposals for the area. Progress is, however, being made along the seafront to make it even more bike friendly, with a cycle and pedestrian route planned from Rest Bay to Trecco Bay.

We implemented a range of physical improvements to the public rights of way and cycle track network using Welsh Government Rights of Way Improvement Plan (RoWIP) and other grant funding. We replaced a footbridge near Bryngarw Country Park and upgraded the surface of a footpath from Park Slip Nature Reserve to Tondy. In addition works were carried out on 9 kilometres of promoted routes throughout the County Borough which included repairing and/or replacing 13 stiles, installing 5 new kissing gates, installing 9 way marker posts, constructing steps and replacing uprights/handrails on another footbridge.

We also organised and promoted the Love2Walk Festival which saw 280 people participate in 29 walks and the investigation of 12 applications for Definitive Map Modification Orders to either add new routes to the network or to upgrade existing routes to a higher status.

We prepared and submitted proposals in relation to three projects: Creation of a cultural hub at Maesteg Town Hall in partnership with Awen Trust; ongoing redevelopment in Bridgend Town Centre; and a Porthcawl Attractor Programme led by Visit Wales. All three projects involve European funding and decisions are still awaited as to the success of obtaining external grant funding and timescales involved to progress these further.

**Outcomes**

The number of vacant premises in town centres has reduced from 91 to 83.

Our employment rate (%) of young people aged 16 to 24 increased from 45.5 (March 2015) to 53.9 (March 2016), which is above the Welsh average of 52.1%.

Our employment rate (%) of working age population increased from 70.2 (March 2015) to 72.9 (March 2016), which is better than the Welsh average of 71.1%.

Data are not available for most of our population indicators for 2015-16. However, latest data suggests that we are heading in the right direction, although we still have a lot to do to get where we want to be:

The number of active businesses rose from 3,615 in 2013 to 3,815 in 2014

The latest available data suggests that the percentage of children living in households where nobody works fell from 20% (2013) to 17.3% (2014), but was higher than the Wales average of 16.5% (2013).

The latest available data shows that Gross Value Added per head rose to £16,256 (2014) from £15,593.

The latest available data shows that Gross Disposable Household Income (GDHI) per head in Bridgend County Borough decreased in 2014, following three increases, from £14,868 (2013) to £14,753 (2014), which was below the Welsh average of £15,302 (2014). (GDHI measures the level of disposable income available to households.)

community learning provision. Some targeted provision, for instance, the Gardening and Allotment Skills course, was delivered to residents at Kerrigan House as part of the supporting people project. We delivered the Employability and Personal Development Skills Course with a group from Mirus and Cartrefi Cymru (people with learning disabilities).

We also gathered information from members of the public on the type of course they would like to attend. In response, we delivered Pre-employment courses in Care and Office Administration, ICT and CV courses.

**Outcomes**

Our Kick-Start grant (£18,938) attracted £26,388 private sector funding and supported 29 new businesses to start up. In all, 31.5 jobs were created and 10.5 jobs safeguarded.

Our Special Regeneration Fund (£104,838) attracted £206,088 of private sector investment and supported 35 existing or new businesses. In all, 34.5 jobs were created and 158 jobs safeguarded.

The success rates for Adult Community Learning increased from 84% in 2014-15 to 93% against a target of 77%.

The proportion of our population of our young people in Year 11 reported as not being in education, employment or training (NEET) continued to fall, from 7.6% (2009) to 3.2% (2015).

Number of VAT/PAYE registered businesses in the Borough increased from 4090 in 2014-15 to 4400 in 2015-16.

The total expenditure by tourists increased from £306.6m (2014-15) to £313m (2015-16)

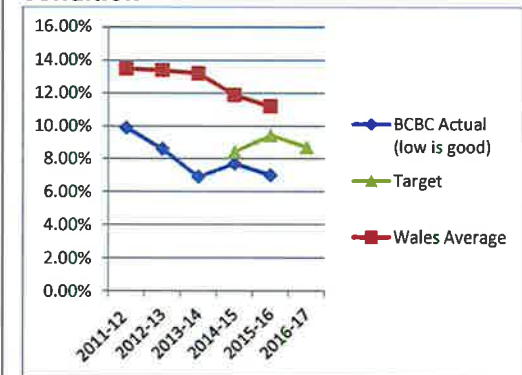


**Outcomes**

The percentage of principal (A) roads non-principal (B) roads and non-principal (C) roads in overall poor condition improved to 7.0% from 7.7% last year.

The percentage of total lengths of rights of way which are easy to use by members of the public decreased from 78.21% last year to 68.97%.

**Percentage of highways in poor condition**





## Priority Two - Working together to raise ambitions and drive up educational achievement

We know a good education helps prepare children and young people for all aspects of their lives, including gaining skills for employment, looking after their families and contributing to their communities. We want to ensure that our children and young people achieve improvements to their educational results, gain qualifications and undertake training. In the past few years, we worked in partnership with schools, colleges and local training providers and helped our children and young people to achieve improvements to their educational results year on year, but we want every school to be improving at a much faster rate so that by 2017 at least two thirds of young people achieve a minimum of five GCSEs Grade A\* - C or equivalent, including English/Welsh and mathematics. We also want to improve the outcomes at Key Stage 2 and 3 and at the foundation phase, and narrow the gap in literacy and numeracy between those who receive free schools and those who do not.

In 2015-16 we wanted to secure a big change in the rate of improvement so that, by September 2015, children would be functionally literate and numerate at the end of their primary education, and at least 60% of young people achieve the level of qualification expected of them at GCSE.

### How did we do in 2015-16 to fulfil our commitments and achieve outcomes for our children and young people?

<b>We worked with schools, the Central South Consortium and other partners to help children and young people improve their reading, writing and number skills, so they are properly equipped for further learning and the world of work</b>	<b>We worked with schools to improve school attendance in both primary and secondary schools</b>	<b>We continued to improve the learning environment by modernising the school estate</b>
<p style="text-align: center;"><b>Our Performance</b></p> <p>We use performance information to better understand children's performance at school, both of individual children and groups of learners and see where we need to offer extra help at an earlier stage in their education to help them improve their skills.</p> <p>We trained our Inclusion Service staff to better understand and use performance information to design additional support for children and monitor its effectiveness. We improved the way we evaluate our overall performance, drawing on discussions with Estyn inspectors. We helped schools to develop their own ICT plans to improve the way they collect and analyse data on children's performance.</p> <p>Our revised 'Planning and Review in Partnership' (PRIP) forms provided better information to inform future planning of services at PRIP meetings in all schools and at authority level.</p> <p>All schools received updated training on ALN (Additional Learning Needs) provision mapping, which is used to monitor the resources and interventions for ALN (including MAT - More Able and Talented) pupils. We also supported</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>Our Education Welfare Officers (EWOs) were integrated into the new local service centres making it easier for schools to access them for support in the use of fixed penalty notices for non-attendance in school.</p> <p>Each school has an Attendance Policy and the EWOs supported schools to review their policy to ensure they were in line with new Welsh Government guidance. Schools make requests to EWOs for a fixed penalty notice to be issued. We will continue to monitor the use and effectiveness of Fixed Penalty Notices to ensure they are effective in improving attendance at school.</p> <p>EWOs helped schools implement the BCBC Attendance strategy with information, guidance and training for staff on monitoring and improving school attendance. All staff with responsibility for attendance in schools received training on the use of the School Information Management System to improve the monitoring of attendance and making</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>We want to provide schools that support the needs of all learners and their communities. In 2015-16 we completed the remodelling of the former Ogmore comprehensive school and relocated the Portfolio pupil referral unit (known as the Bridge alternative provision) and our Emotional Behavioural and Social Difficulties (EBSD) Specialist school, Ysgol Bryn Castell, to the same site creating a brand new specialist provision for our most vulnerable learners.</p>

schools by setting up a forum for primary teachers to focus on improving the performance of Looked After Children.

We worked with the Central South Consortium, who we commissioned along with four other local authorities, to improve schools' effectiveness. We monitored the Advisers reports on schools' performance which were found to have assessed schools' performance more accurately. We also monitored the services we commissioned from CSC. They showed that our schools' effectiveness improved in 2015-16. We held regular meetings with Advisers to ensure that we were fully apprised of developments in all schools and that links between schools and our Early Help services were effective.

We improved our performance analysis, increased the frequency of review and extended the age range of pupils assessed using the VAP (Vulnerability Assessment Profile) as part of the Youth Engagement and Progression Framework. We saw a reduction in the rate of young people who leave school and are not in education, employment or training (NEET) from 3.6% in 2014-15 to 3.2% in 2015-16. We are particularly encouraged that we have halved the number of young people who are NEET since 2012-13, when the figure stood at 6.4%.

We planned to improve the advice provided to 14-19 year olds to ensure they engage in the right type of qualification for them by using the WEST (Wales Essential Skills Toolkit). We were unable to do this as WEST was found to be used with varying success across the region so Welsh Government decided to take it forward at a national level.

The Library Service successfully transferred to Awen Cultural Trust in October. Under the Partnership Agreement, Awen Cultural Trust Libraries put in place a programme of activities to get more children and young people to enjoy reading. This included Bounce and Rhyme for babies, Storytimes, Junior Reading Groups, Film nights, Storywalks, Coding Clubs and the Penalty Kick for reluctant readers, as well as taking part in national initiatives such as the Summer Reading Challenge and ECALM (every child a library member). These initiatives resulted in improved attendance at children's events.

appropriate challenges to parents on attendance issues.

As a result, the percentage of attendance in our primary and secondary schools improved in 2015-16.



**Outcomes**

Attendance at both primary and secondary schools increased between 2014-15 and 2015-16.

Attendance in primary schools increased from 94.8% to 95.1%

Attendance increased in secondary schools from 93.9% to 94.3%.

Both were above the Wales average for 2014-15 but narrowly missed reaching the challenging targets set for 2015-16.



The new Coety Primary School at Parc Derwen opened for pupils in November 2015.

We currently have 5 other schemes underway to improve our schools as part of the Welsh Government 21<sup>st</sup> century schools modernisation programme. These are : 2 new schools in the Garw valley to replace Betws primary and YGG Cwm Garw, a new school to replace Brynmenyn primary, a replacement Pencoed Primary, a new single site for Mynydd Cynfig primary and a mezzanine addition to Heronsbridge special school,

We established the Safe, Dry, Warm Project this year to prioritise and monitor improvement works across all schools. In 2015-16, we undertook improvement works to 24 schools including roof replacements, dealing with dry rot issues, mechanical and electrical projects and the monitoring of radon with buildings in radon affected areas.

We also appointed a Fire Safety Officer to ensure that schools benefit from robust fire safety assessments in future.

Through 2015-16 we worked with schools to design a significant review of schools estates and some aspects of curriculum in response to changing pupil numbers and predicted requirements for post 16 education and training. This review will produce a sustainable strategy for the provision of education in Bridgend.

**Outcomes**

We secured improvement in all key stages:

The percentage of pupils at the end of the foundation phase achieving the expected outcome in teacher assessments improved from 85.1% to 88.8%, which is above the Welsh average, although we narrowly missed our target of 89.4%.

The percentage of pupils assessed at the end of Key Stage 2 achieving the Core Subject Indicator, as determined by Teacher Assessment, increased from 86.20% in 2014-15 to 87.6% in 2015-16.

The percentage of pupils who achieved the Level 2 threshold including a GCSE grade A\*-C in English or Welsh first language and mathematics increased from 59.7% in 2014-15 to 61.1% in 2015-16 (provisional data), although we did not achieve our challenging target of 65%. This is a very good result. It continues the steadily improving trend and places Bridgend above the national average for the first time.

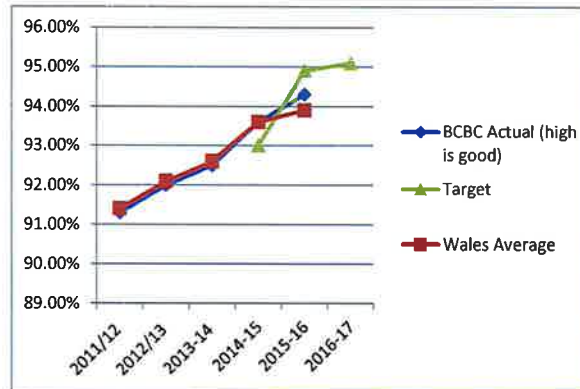
The attainment of pupils eligible for free school meals pupils in Bridgend significantly improved on the 2014-15 performance. The gap between their results and those of pupils not eligible for free school meals reduced from 36.3% to 27.2% but did not achieve the target of 24%.

We significantly improved the attainment of pupils eligible for free school meals on 201-15 performance. Their performance in Bridgend was ranked third in Wales and improved by 12.31% compared to other children who improved by 3.23%, both better improvements than across Wales as a whole in 2014-15.

The percentage of Year 11 leavers from schools in the Authority identified as not being in education, employment or training in the Careers Wales Annual Destination Survey Statistics improved from 3.6% to 3.2%.

The percentage of all pupils that leave compulsory education, training or work based learning with an approved external qualification remained at 99.9% in 2015-16, higher than the Wales average in 2014-15.

**Secondary School Attendance**



**Citizen Feedback**

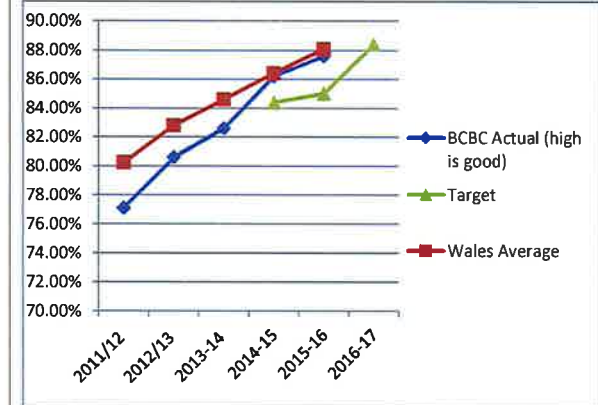
In our consultation 'Shaping Bridgend's Future' in 2015 respondents said that primary schools and secondary schools were the fourth and fifth most important areas of council expenditure that should be protected from budget cuts.

In the latest National Survey for Wales, published in June 2015, residents were asked to rate their satisfaction with their education system. Bridgend residents rated our education service highly, the fourth highest of all local authority areas in Wales.

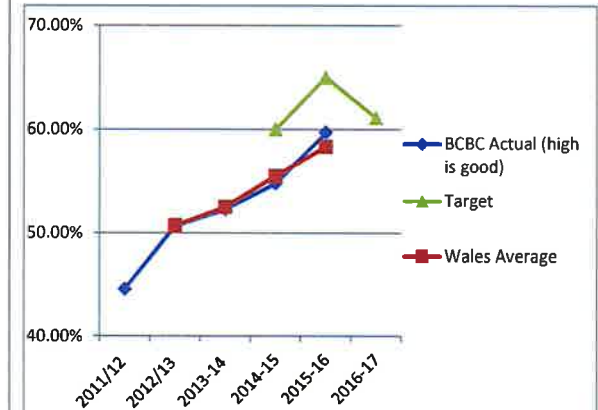
School children and all other stakeholders such as local residents are given the opportunity to have their say when we are building new schools and wherever possible their ideas and input are included in the schemes.

**Outcomes**

**Key Stage Two Educational Attainment**



**5 or more GCSEs including English/Welsh and Maths**






**Priority Three - Working with children and families to tackle problems early**

By providing early intervention and preventative support we should see improved outcomes for children and families, prevent their situations from becoming more complex and severe and reduce the risk of children being looked after by the local authority.

We have a duty of care to keep these children safe but this presents an increasing financial pressure. We need to make it easier for families to access the support they need and increase the effectiveness of family early intervention approaches to ensure families have more positive outcomes.

In 2015-16 we wanted to increase the effectiveness of early support and intervention to prevent issues from becoming complex, and reduce the risk of children becoming looked after.

**How did we do in 2015-16 to fulfil our commitments and achieve outcomes for children and families?**

<p><b>We brought services together via community hubs to help children, young people and families to tackle their problems at the earliest opportunity</b></p>	<p><b>We worked with families and partner agencies to ensure that families receive the help they need at the earliest opportunity to meet their needs</b></p>
<p style="text-align: center;"><b>Our Performance</b></p> <p>We continued to develop our Multi-Agency Safeguarding Hub (MASH). It brings together different services to protect children at risk of harm. We worked with partners to put in place the basis of a new information system to support the MASH and integrate with our early help services so that all services can be accessed from one contact. By analysing the information collected, we will be able to identify emerging trends which will be used to develop future services.</p> <p>We have a county wide assessment team which receives contacts and referrals from members of the public and professionals concerned about safeguarding and child welfare matters. We worked with the team to agree on how to give out information, advice and assistance in line with the requirements of Social Services and Well Being (Wales) Act 2014, so that services are available to provide the right support at the right time.</p> <p>In April 2015, we re-structured our Integrated Working and Family Support Service. This included co-locating services such as our Family Support Workers, Family Engagement Officers, Education Welfare Service, Lead Workers and Counsellors into three local community based hubs. We also created a Central Hub offering specialist services such as, Health Wellbeing, Engagement and Progression services for young people Not in Education, Employment or Training (NEET) or at risk of becoming NEET, Connecting Families, Play Therapy and the Western Bay Intensive Family Support Service. The Early Years and Childcare Team, including Flying Start, also now sits within the Integrated Working and Family Support Service.</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>The Early Help Strategy sets out how we will ensure that a child or young person's needs are met, improving their life chances and keeping them safe. In 2015/16, we implemented the actions set out in the strategy planned for the year. We reviewed the services on offer before we rolled them out across the new hubs to make sure they were effective. We trained more staff and put Child Social workers in the hubs to support them. The only activity we did not complete was the development of the Early Help database.</p>  <p>We re-launched the Joint Assessment Family Framework (JAFF) to provide a single access point for Early Help services. We used the JAFF to improve the way we worked with other agencies to help identify more families that were in need of support. This meant that we assessed more families more quickly. By putting in place tailored support at an earlier stage, we prevented families' circumstances from</p>

Flying Start, the Welsh Government programme to work with very young children and their families, expanded to operate in the Garth area of Maesteg, giving the children in the area a better start in life and making them ready for school.

Both the restructure and co-location of services increased the opportunity for better partnership working, sharing of information, raising awareness of service provision, ultimately improving service delivery for children, young people and families.

### Outcomes

#### Family Support

213 families indicated an improvement in confidence, nurturing and resilience as a result of a coordinated package of support.

346 families reported improved family dynamics as a result of a coordinated package of support.

#### Health Wellbeing

36 children and young people receiving one to one play therapy and community counselling support completed their support programme, with improved emotional mental wellbeing.

239 Young people received help, advice and guidance in relation to substance misuse.

378 Young people received advice and guidance about sexual health.

129 families reported that they have made positive changes to their lifestyle and behaviours following early help support.

1,586 children and their families accessed Flying Start provision in 2015-16 compared to 1,428 last year.

deteriorating further and gave them the opportunity to address their issues and become resilient within their family surrounding and communities. We saw a 200% increase in the number of referrals and assessments undertaken.

Our Early Help service received 1912 requests for help, the majority of these being from Schools, Social Services and Health. Of these requests for help, 833 were allocated to Early Help hubs with 90% (751) following the JAFF process.

The number of requests for help that came in suggested that staff had faith in the new system and a greater understanding that early intervention is key to preventing issues from escalating to a position that is more problematic and costly to resolve.

### Outcomes

Despite our efforts, the number of children referred to Social Services with concerns of neglect or abuse increased to 608, compared to 401 in 2014-15.

The number of children in need decreased to 772 as at 31 March 2016, compared to 884 for the previous year.

There were 176 children on the Child Protection Register, up from 125.

All our Looked After Children left school with a recognised qualification in 2015-16.


We also worked with service users, carers, families and all partners to enable people to access or retain housing to meet their needs. More information on our performance on housing can be seen in Section 4.



**Priority Four - Working together to help vulnerable people to stay independent**

We want to enable vulnerable people to live as independently as possible. By 'vulnerable people' we mean individuals at risk of losing their independence if they do not receive advice or support. We know that there are particular pressures on our services as the numbers of people living with dementia is growing as our population is getting older and more young people with complex health needs are reaching adulthood. To meet the significant challenges ahead in meeting their needs and those of shrinking budgets, we planned to focus on remodelling our services by working with partners in the third sector, families, carers and communities to create a supportive environment within local areas which prevent people's circumstances from deteriorating and leading to a loss of independence.

**How did we do in 2015-16 to fulfil our commitments and achieve outcomes for our vulnerable citizens?**

<p><b>We worked with service users, carers and partners, including the third sector, to develop services in a way which supports people to remain independent for longer and only access statutory services when absolutely necessary</b></p>	<p><b>We worked with all of our existing and potential partners to develop a range of accommodation options and support for vulnerable and older people who need help to achieve or sustain independence</b></p>
<div style="text-align: center; border: 1px solid black; background-color: #ADD8E6; padding: 5px; width: fit-content; margin: 0 auto;"> <p><b>Our Performance</b></p> </div> <p>In order to meet the requirements of Social Services and Well-being (Wales) Act 2014, we continued to remodel our social care. The Act places an emphasis on prevention and well-being of those who need care and support, or carers who need support. The service has been working with colleagues across the public and third sector to develop and improve the co-ordination of information, advice and assistance for vulnerable people and their carers. We held a well-attended workshop entitled 'Prevention and Wellbeing is everyone's business' to promote the work already undertaken. The workshop also aimed to identify and make links with other prevention and wellbeing activity already underway in local areas. Attendees included care providers, third sector, police, fire service, and representatives from the council, primary health care and public health.</p> <p>We continued to support the Bridgend Carers Centre to provide a wider and more accessible range of advice and information for carers and found funding for an officer to support carers in a hospital discharge setting aligned to the carers centre. An ID card scheme was created to help young carers in Bridgend County Borough receive the support and understanding they need. All local young carers aged from eight to 18 are eligible</p> 	<div style="text-align: center; border: 1px solid black; background-color: #ADD8E6; padding: 5px; width: fit-content; margin: 0 auto;"> <p><b>Our Performance</b></p> </div> <p>Where we can, we want to prevent people becoming homeless. To encourage private sector landlords to secure their properties as a long-term let and also as shared accommodation, of which there is a shortage in Bridgend, our Housing Solutions Team consulted on the development of a 'Landlord offer' including financial incentive and other support. Whilst take up initially has been slow, our Landlords Forum is continuing to work on this. To enable people to get accommodation in the private rented sector we used Welsh government funding for cash bonds, rent in advance, rent arrears, and shortfalls in rent and provided support to help them to maintain their tenancies and prevent them from becoming homeless.</p> <p>We increased the amount of 'floating' support provided from 59 to 492 units by setting up a drop in centre in Bridgend town centre that anyone can call in without a referral. This means that more people will be about to address their accommodation issues as they arise and prevent them from escalating.</p> <p>The new young person's accommodation service includes short term crisis and move-on accommodation for vulnerable homeless people including intensive accommodation for 5 young people who have not managed to maintain their accommodation and step down accommodation for 20 young people that allows them to have more independence with a little extra support so that they can move on successfully to living independently. The additional temporary supported accommodation can be an alternative to bed and breakfast accommodation, which is not always suitable for young people. An additional intervention worker has been appointed to help young people to avoid becoming homeless and needing social housing.</p> <p>By commissioning Calan Domestic Violence Service, we supported 160 people who had</p>



to receive the card The initiative will encourage more young carers to make themselves known so that they can be assessed to see what additional support they may be entitled to. Seventy cards were issued in 2015-16 and 100% of young carers known to BCBC had their needs assessed.

Whilst we want to support people to be independent and remain at home for as long as possible, it is inevitable that some people will need to be supported in a care home. Our officers worked with officers from City and County of Swansea, Neath Port Talbot and ABMU to develop a Regional Quality Framework (RQF) to improve the quality of care in care homes. This was piloted with 3 care homes in Bridgend and subsequently adjusted following feedback and when rolled out, will ensure that our citizens receive even better and continuously improving care.

We aimed to set up a new model for services for people with learning disabilities. This was delayed due to changes in ABMU where a new Mental Health and Learning Disability Service Delivery Unit was set up. Meanwhile, we developed assessment care management processes in line with the implementation of the Social Services and Wellbeing Act and the operating model.

Working with third sector partners, we set up a range of group activities for people with a learning disability around the county. They included two social groups, music and craft groups, a health and wellbeing group. We commissioned Barnardo's Atebion (Disability Support Service) to support families with a disabled child by offering advice, support and guidance on managing the effects of disability on the family. The service worked directly with families to develop coping mechanisms and building the individual family's confidence in caring for their disabled child. The support provided helped the families develop the ability to cope wherever possible, without the need to access costly specialist support services. Moreover, the support was individually tailored with a bespoke support plan developed in partnership with the family.

In 2015-16, we supported 259 families to manage the effect disability has on the family. 134 families demonstrated improvement in confidence, nurturing and resilience. 129 families indicated there had been a reduction in number and level of unmet family need. Communities First also established projects and activities in communities that focus on improving health, including physical activities and healthier cooking, training such as food hygiene and first aid and information and consultation sessions with Citizens Advice Bureau and housing support

been subjected to domestic abuse. This service includes crisis accommodation based support, help for victims stay or return home if safe to do so, as well as providing other advice and support.

Our community resource team provided a service to 1100 people at home or in the community throughout the year, an increase from 960 last year. By so doing, we helped people avoid being admitted to hospital, or supported them to be discharged from hospital earlier, enabling them to retain their independence. We developed this service to ensuring the service was both improved and consistent for all service users. Our community reablement service called Better@Home helps vulnerable people retain their dignity and stay as independent as possible in accommodation that best suits their needs in the short term. The service provides short term bridging care whilst service users wait for either the initiation of a reablement service or the restart of a current package of care. It also provides residentially based reablement with six beds available in Bryn y Cae for people who otherwise require a longer hospital stay prior to the commencement of a community service.

To provide better support and crisis prevention for people with mental health needs, we reviewed the Community Mental Health teams and continued to develop the Local Primary Mental Health support service which offers early intervention and prevention. The service developed some exciting initiatives to reduce the waiting list for therapy. These services are accessed via self-referral or 'drop in' with the intention of diverting individuals out of a statutory service. Between April and December 536 people attended specialist workshops at the 'drop in', for example, on Anxiety and Depression. To speed up referrals we established the Single Point of Access which takes all referrals from GPs and internal services, enabling service users to attend a 'drop in' clinic at ARC. Additional support was commissioned specifically for people with dementia. We enabled additional accommodation to be used that helped patients to move out of hospital more quickly and regain their independence. Online self-help guides proved to be an important source of early support with 2689 people accessing them across the Western Bay region.

We identified suitable land for the development of two Extracare schemes. These provide a range of quality, safe accommodation options with flexible care and support services which help to achieve and maintain people's independence. We agreed to dispose of these two sites at market value to a registered social landlord, Linc-Cymru Housing Association, to take forward the development of these schemes.

We continued to transform homecare services throughout the year. We worked with 13 external homecare service providers to ensure that people get the right package of support. The internal home care service in the future will support people with complex and a high level of support and more generic home care service will be provided by external providers. The number of people who received a service from Bridgeway (short term home care service for people with dementia) was 170 against a target of 134 and we will continue to work review support packages to ensure that support is provided appropriately, either

providers, offering support and guidance to those accessing these activities.

**Outcomes**

The number of identified carers has risen from 1421 during 2014-15 to 2102 in 2015-16.

2003 carers of adults were offered an assessment in their own right in 2015-16.

68% of carers when asked said that information and support are improving in Bridgend compared to 35% last year.

We also continued to support older people to remain independent through the use of Telecare. In all, 2,643 people used Telecare and there were new 289 Telecare installations in people's homes.

Rate of: a) older people (aged 65 and over) supported in the community per 1,000 population aged 65 or over at 31 March was 80.98 % up on 76.75%

There has been a steady decline of people over the age of 75 years admitted to hospital and the number of days spent in hospital has stayed below average.



In 2015-16 447 people (55.32%) were discharged from hospital or had an early hospital discharge following a short term enabling service and required no ongoing care. This is an increase from 432 in 2014-15.

With Care and Repair Services we helped 680 people, compared with 450 last year, to maintain their independence. Of these, 99.79% maintained their independence for six months or more up from 97.94% in 2014-15.

internally or externally.

**Outcomes**

We prevented 67.67 % of all potentially homeless households from homelessness for at least 6 months compared to 64.2% last year.

The number of units of supported accommodation available via a single point of access increased from 51 units last year to 151 this year, though we missed our stretching target of 172 units, as a number of units are still in the process of being commissioned or are yet to be commissioned.

Average number of calendar days taken to deliver a Disabled Facilities Grant increased to 321.51 days from 182.26 days but this reflects a new way of calculating the start date.

The number of people who have received a service from Bridgeway (short term home care service for people with dementia) was 170, against a target of 134.

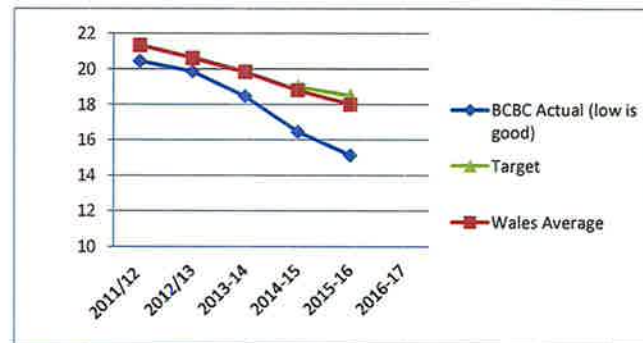
47 people with a learning disability live independently using assisted technology, up from 42 last year.

In 2015- 16 the Housing Solutions department successfully prevented the homelessness of 15 young persons aged 16-17 and successfully relieved the homelessness of 22 16-17 year olds.

In the same year, 58 under 25s were successfully prevented from becoming homeless and 31 under 25s had their homelessness successfully relieved.

In 2015/2016 86 families with dependent children had their homelessness successfully prevented whilst 30 households had their homelessness relieved.

**Rate of older people supported in Care homes**



Priority Five - Working together to tackle health issues and encourage healthy lifestyles

**We want to see a healthier population.** National statistics show that some areas of Bridgend County borough are amongst the least healthy in Wales. Over half of our population is overweight or obese, and less than a third exercise 5 days a week and around a quarter reports drinking more than the recommended levels of alcohol at least once a week.

In 2015-16 we wanted to encourage more people across the county borough to live healthily and become more active.

**How did we do in 2015-16 to fulfil our commitments and achieve outcomes for our citizens?**

<p><b>We embedded healthy eating messages in early years settings, such as schools, youth organisations, leisure services and community groups;</b></p>	<p><b>We worked with partners to address priority issues such as mental wellbeing, childhood obesity, alcohol, smoking and substance misuse, especially among young people</b></p>	<p><b>We worked with a range of partners to develop services and opportunities that encourage and promote life-long physical activity, including making the best use of our Rights of Way, cycle ways, community routes and green spaces.</b></p>
<p style="text-align: center;"><b>Our Performance</b></p> <p>We monitored our schools every month to ensure they met the standards of the Healthy Eating in Schools Regulations 2013. These set out the type of food and drinks which can and can't be provided by schools. We have an award-winning school catering service that is fully compliant with the rigorous standards of the regulations.</p> <p>We continued to roll out and implement cashless catering system across our schools and half of all our primary schools are now cashless or have registered an interest in being so. We will continue to promote cashless catering in the coming year making it easier for both parents and pupils to pay for school meals.</p> <p>Through the Family Action Zone initiative we promoted nutrition, physical activity and family relationships for positive lifestyle change. The programme is run</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>We promoted the Healthy Options Scheme with businesses across the county borough, to increase accessibility to healthy food as businesses offer healthy food options on menus. Last year we increased the number of businesses supporting the award from 1 to 5, against a target of 3 businesses. Our partner HALO who deliver our leisure services were the first business to support this initiative, offering healthy food options to those visiting the Bridgend Life Centre.</p> <p>In partnership with Halo Leisure, we continued to deliver the National Exercise Referral Scheme to help reduce obesity levels and encourage better weight management across the county borough. The scheme supported people with mental health, cancer, obesity and diabetes, stroke, back care, falls and pulmonary disease issues. ABMU provided additional support for certain conditions. In 2015-16, the programme received 1,871 referrals (against a target of 1,170), held 1,211 first consultations (against a target of 991) and supported 475 people to complete a 16 week programme (compared to a target of 395). The success of the programme has led to more referrals</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>We worked with HALO Leisure and a range of community partners to develop services and opportunities that encourage and promote life-long physical activity particularly amongst underrepresented groups. These included:</p> <ul style="list-style-type: none"> <li>• developing programmes such as Park Lives which provided free outdoor activities in park settings with a particular emphasis on families and removing cost as a barrier to participation in partnership with City and Council of Swansea and Neath Port Talbot;</li> <li>• delivering an accredited training programme for over thirty people to become Later Life physical activity instructors to support people in residential care settings to build strength and resilience and reduce falls due to frailty; and</li> <li>• supporting an initiative providing free access to veterans linked to the Armed Forces Community Covenant. 23 veterans benefited as a result of this initiative.</li> </ul> <p>To reduce childhood obesity and promote physical activity, BCBC's Active Young People Department managed the national school sport programmes. They provide extracurricular activity programmes and promote increased physical activity on school sites or within a community club or organisations.</p> <p>100% of schools in Bridgend participated in the various programmes.</p>



in Partnership with our primary schools, Abertawe Bro Morgannwg University Health Board, Create Development and



Sports Wales. The programme aims to present a number of health messages to families with children aged between three and six through a variety of fun activities, including interactive games, story times, and healthy food making sessions. Activities focus on balance, agility and co-ordination as well as developing the children's social and personal skills encouraging children and their families to enjoy fun and healthy and active lifestyles together. During the year 18 programmes were delivered to 183 children from 144 families, predominantly in areas of disadvantage. The programme was recognised as excellent in Estyn inspections.

New links were also established during the year with our Flying Start programme.

with a waiting list of 523 individuals now waiting for support.

A report by Public Health Wales identified that people living in the Llynfi Valley have 20 years less healthy life expectancy compared to the rest of the Borough. We therefore supported partners in the Local Service Board (LSB) to further develop targeted projects to encourage better health with a focus on the Llynfi Valley. The projects covered weight and nutrition, dementia, substance misuse including smoking cessation, sexual health and domestic violence.

We worked with partners such as South Wales Police towards joint inspections of premises selling age restricted products such as tobacco and alcohol with a view to tackling nuisance behaviour related to alcohol consumption. During the year all inspections to premises selling age restricted products were provided with advice from Trading Standards. We also conducted 3 test purchasing operations resulting in 27 attempts for the sale of alcohol. Of the 27 attempts 3 sales of alcohol were made to our underage volunteers, one of which was dealt with by means of a fixed penalty notice (£80 fine) and two by means of departmental warnings. This all helps to tackle nuisance behaviour related to alcohol consumption amongst young people.

Working with partners, we achieved 100% of high risk inspections, which included advice and education to food businesses on matters such as the sale of age restricted products and food hygiene standards, as well as, Health and Safety inspection and enforcement. In addition to this, the number of broadly compliant (i.e. a Food Hygiene Rating of 3 or above) food businesses in the borough increased to 95%, an increase of 2% on the year before.

Through our Families First Health and Wellbeing Mobile and Peripatetic Service, we provided just under 900 young people aged 11-25 with information, advice and guidance within their own communities on

In all, primary school children made 12,061 visits to these activities. In secondary schools, 11,784 young people participated and there were 89,307 registrations for activities. This is a growth from 71,352 registrations the previous year and includes both Heronsbridge and Ysgol Bryn Castell special schools.

As a result, the numbers of children and young people identified as 'hooked on sport' has increased by 7% to 47% with positive results identified in some disadvantaged school catchment areas.

We supported community walking networks by coordinating the Love To Walk programme which aims to reduce social isolation and provide volunteering opportunities. There were 380 registered regular walkers although the actual number of walkers is believed to be higher. 30 walks were supported with 37% of them led by volunteers and 17 partner organisations.



During last year's 'Shaping Bridgend's Future' consultation with local residents one of the suggestions that came up was a new path around the edge of Newbridge Fields, we were delighted to undertake this work last year, opening up access to one of our local beauty spots, making it more accessible for wheelchair users with the path being particularly valuable to dog walkers and other park users during wet weather. The tarmac path that runs from the Bridgend Life Centre to the cricket pavilion has now been extended further so that it joins up with the lane that runs from Bowham Avenue to the fields.

We developed Active travel maps in line with WG guidance and



Flying Start supports eligible families in a number of local communities by giving them access to services including free quality childcare for two to three-year-olds, parenting support, an enhanced health visitor service and help with early language development. More than a quarter of pre-school children in the county borough are now able to access the Welsh Government funded programme, with centres supporting families in areas of Bettws, Blackmill, Brackla, Caerau, Cefn Glas, Cornelly, Lewistown, Maesteg, Sarn and Wildmill. Our Flying Start health visitors, who are part of the ABMU Health Visiting Service, were praised for giving excellent support to new mums and their babies as part of an assessment of the ABMU Health Board by Unicef UK. The team have been accredited with the Baby Friendly Initiative Award from Unicef UK in recognition of the way health visitors help parents to bond with their babies and make informed decisions on how best to feed them.

**Outcomes**

The number of families participating in the Family Active Zone initiative increased from 100 to 144.

issues that affect their general health and wellbeing. The support included advice on substance misuse, smoking, poor nutrition and unsafe sexual practices.

Parent information sessions were also provided on themes such as:

- Talking to your child about sex and relationships.
- Understanding contraception and sexual health.
- Substance misuse awareness.
- How to support smoking cessation / abstinence.

Throughout the year,

- 49 young people received one to one counselling
- 241 young people were helped with substance misuse
- 603 received sexual health advice.

**Outcomes**

The latest data (2015) showed a reduced rate of people who smoke, from 20% (in 2014) to 18%.

Percentage of the population who are overweight or obese increased from 58% (2014) to 59% (2015).

The latest data (2015) showed that the percentage of people who binge drink on at least one day per week decreased from 27% (in 2014) to 25%.

Number of businesses supporting the Healthy Options award was 5 for the year against a target of 3.

There were 6 successful intelligence led operations, including test purchases and enforcement visits.

350 children, young people and families accessing Families First reported an improvement in their emotional/mental wellbeing. Some 129 families reported increased resilience to their lifestyle behaviour, with 349 individuals having improved emotional well-being. 122 children, young people and families reported improved physical health and well-being.

supported walking and cycling initiatives that contributed to the implementation of the Active Travel (Wales) Act. As part of our duties under the Active Travel (Wales) Act 2013, we are also working on a map to show the future network of active travel routes that we would like to see developed over the next 15 years. The map is being developed with assistance from local schools that are taking part in the Sustrans Active Journeys project to find out their views and further consultation will also be held with the public in the autumn of 2017. Once published the maps will show where there are routes suitable for active travel use through the county borough. In addition the routes constructed during the year will increase the number of opportunities for people to walk and cycle.

**Outcomes**

We promoted new initiatives alongside our Partners including Halo Leisure, ParkRunUK, Bridgend Carers Centre and ABMU Health Board to support the health and wellbeing of our employees. Examples included the ongoing Care First service, advice on range of health and wellbeing issues, the "Winners Do Quit" anti-smoking campaign, taster sessions for new leisure activities, launch of a LGBT support group, Love2Walk staff walking challenge and the Cycle To Work scheme. We trialled the Nudged app for staff to use which offers online support, that combines tips on eating better, managing your mood, being more active and making better use of your time. Communications were conveyed to staff via a range of internal communication channels. In addition a health and wellbeing staff intranet page was established and we continued to provide the free confidential Wellbeing through Work Service to staff, to support staff in dealing with various issues including coping skills for managing stress, worry and low mood as well as support with health issues and managing conflict in the workplace.

The latest data (2015) showed that the percentage of people achieving the levels of physical activity remained at 29%.

The number of visits to local authority sport and leisure centres during the year per 1,000 population where the visitor participated in physical activity increased from 9,528 to 9,634.


Participation in over 60s Free Swimming programme was the highest in Wales and a scheme for Armed Forces veterans was also supported.



Priority Six - Working together to make the best use of our resources

The Council, like other local authorities in the UK, has faced unprecedented financial challenges in recent year. Unfortunately, our difficult financial position is set to continue for a number of years to come. **In 2015-16 we needed to make £11.25 million of savings.** Budget cuts of this scale present the Council with a significant challenge that will require us to make many difficult decisions about what services can be maintained and what cannot. We want to minimise the impact of reduced funding on the services that we provide to our citizens. We are, therefore, committed to finding more of our savings from within the Council by both maximising the way that we use our resources and by exploring innovative and flexible ways of delivering services, including commissioning services where it is more beneficial to do so.

How did we do in 2015-16 to fulfil our commitments and achieve outcomes for our citizens?

We achieved the savings identified in the MTF5	We pursued the Council's transformation agenda by shaping Bridgend's future	We explored innovative and flexible ways of delivering services, including commissioning
<p style="text-align: center;"><b>Our Performance</b></p> <p>In 2015-16, we planned to make budget reductions of £11.225m. Budget reductions of £9.316m were achieved with the remaining £1.909m achieved through alternative saving measures as well as putting a strict process in place for staff vacancy management. As such there is still a recurrent pressure on 2016-17 budgets which will need to be addressed by either implementing the outstanding proposals or identifying and delivering alternatives.</p> <p>We made significant savings across all areas, including £247,000 in management fees in relation to our ongoing partnership with HALO Leisure and £363,000 through rationalising and retendering travel contracts for pupils eligible for school transport and achieving school transport route efficiencies.</p>  <p>In spite of the need to make budget reductions we continued to try to improve services where possible, by exploring more</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>In 2015-16, we developed the Council's vision for 2017-2020 – 'One Council working together to improve lives'. We re-defined our priorities through a comprehensive consultation with our citizens, and identified our transformation programme to help deliver them.</p> <p>Our three priorities for the period are:</p> <p><b>Supporting a successful economy</b> - Our programmes to support the delivery of this priority include the <b>Successful economy Programme</b> – featuring the redevelopment of the Rhiw car park and creation of community living in the heart of the Bridgend town centre, regeneration of Porthcawl and Parc Afon Ewenni, Llynfi sites' reclamation, and the <b>City Deal</b> – development of proposals with councils in south east Wales .</p> <p><b>Helping people to be more self-reliant</b> - Our programmes to support the delivery of this priority includes <b>re-modelling adult social care</b>; <b>re-modelling children's services</b>; and the <b>third sector programme</b> - improving third sector engagement; working in partnership with communities; Community Asset Transfers; and engagement with town and community councils.</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p><b>Procurement</b> - We continued to deliver against the e-procurement strategy to increase efficiencies in relation to commissioning and the procurement of services. The contracts register for procurement was completed ready for rollout and this will be delivered through Welsh Government hosted facilities. Wider use of frameworks across the authority will be the main focus of the commissioning project for the future along with the use of purchasing cards.</p> <p><b>Cultural Services</b> - We successfully established the Awen Cultural Trust in October 2015. Working in partnership, Awen manages the council's cultural facilities and services including theatres, libraries, community centres, Bryngarw Country House and park and delivers work-based projects for adults with disabilities. This work will develop further over the coming year.</p> <p><b>Regulatory Services</b> - We successfully completed the Shared Regulatory Services collaboration project, with the service becoming fully operational across the three authorities of Cardiff, Bridgend County Borough and the Vale of Glamorgan in May 2015. The partnership is aimed at delivering more efficient, cost effective services, increasing the resilience of Trading Standards, Environmental Health and Licensing services across the region.</p>

innovative and cost effective ways of delivering services, increasing efficiency and productivity and eliminating waste and duplication. Where possible we also protected key services in education and social care, in line with our vision as a Council to improve lives.

**Outcomes**

We achieved £9,316m of the £11.225m target, through planned savings, though full savings were realised through holding vacancies.

**Citizen Feedback**

The public consultation on 'Shaping Bridgend's Future' on the Council's corporate priorities and proposed budget reductions to 2019-20 was undertaken over an eight week period from September 2015. The consultation received 1,819 responses from a combination of the responses survey, 15 engagement events held across the county borough, social media interactions and via the authority's Citizens' Panel.

During the budget consultation the care of older people, social services for children and services for disabled people were the top three services that respondents wanted to protect. In contrast, the three most popular services for reductions were art centres and theatres, planning and building control and sport and recreational services.

**Smarter use of resources** - Our programmes to support the delivery of this programme include the digital transformation programme that aims to improve access to services; rationalising the Council's estate – asset disposal; remodelling social care; community asset transfer; and the school modernisation programme.

Some of the programmes were already underway. Our **School Modernisation programme**, for instance, has been run for a few years. In 2015-16, we established the Additional Learning Needs (ALN) campus at Bryncethin, on the site of the former Ogmore comprehensive school, completed the construction of the new Coety Primary School on the Parc Derwen site, which was opened to pupils from November 2015; We have 5 other schemes on going to re-develop or re-locate schools where there is high demand for this. The programme is due to end in 2019.

**Outcomes**

We generated savings of £724,000 in 2015-16 through the transformation agenda. Significantly, our programmes put citizens at the core of what we do.

Our digital transformation programme will make our services available online by redesigning the way we operate. It will improve access to our services while reducing our operating costs.

Our School Modernisation Programme continues to invest in a sustainable education system for our children that enhances the learning environment and reduces the recurrent costs and carbon footprint of education buildings.

**Out of Authority Placements for ALN Pupils** - We established local provision for pupils with Autistic Spectrum Disorder at Ysgol Bryn Castell. This means that children and young people assessed as needing this specialist provision are now able to stay with their families rather than being placed outside of the county borough.

**School Music Service** - The service was fully restructured during the year, whilst maintaining the same level of service at no extra cost to pupils. The school music service remains in place, but is now fully self-sufficient.

**Extra Care** - We continued to remodel residential care for older people to an Extracare service model. We identified a Registered Social Landlord (RSL) to take forward the development of the scheme following a rigorous evaluation process. Two land options have been identified and the design and construction phase will start in January 2017 with completion in April 2018.

**Local Community Coordinators** - During the year we extended the number of Local Community Coordinators (LCC) from one to three, based in the Llynfi, Ogmore and Garw valleys. They provided support and assistance to around 60 people, who are vulnerable through disability, mental health issues, age, frailty or social isolation. They helped these individuals to build resilience and achieve the outcomes that are important to them, minimising the negative impact of overreliance on statutory services and maximising opportunities for individuals to take greater control of their lives.


**Outcomes**

The Regulatory Services Collaboration generated savings of £286,000 in 2015-16.

The restructure of the School Music Service resulted in £40,000 of subsidies being removed.



## Priority Six - Working together to make the best use of our resources

We maximised the use of our assets and technology as planned	We developed a stronger organisation development function to increase the skills of employees and allow greater flexibility	We improved our communication with citizens to understand their needs and improve their access to our services
<p style="text-align: center;"><b>Our Performance</b></p> <p>We continued to rationalise and maximise our use of ICT systems and software applications by bringing in house a finance package resulting in recurrent £200k savings per annum.</p> <p>We further rationalised the Council's operational estate to reduce accommodation costs by selling the Sunnyside and Glanogwr offices which generated over £1million in capital receipts and reduced annual running costs by circa £360k.</p> <p>We continued to pursue our asset disposal strategy by achieving £5.9m in capital receipts, just short of the £6m target. Receipts came from the sale of 26 properties including offices, schools a shop and redundant parcels of land. This will help to fund future capital projects such as the building of new schools.</p> <p>We were the first local authority in Wales to implement the national Welsh Community Care Information System (WCCIS). It is a social services and community health IT system that supports integrated working and the implementation of the Social Services and Wellbeing (Wales) Act 2014.</p> <p>We introduced a central compliance tracking system to enable property health and safety compliance requirements to be more effectively monitored in a co-ordinated manner. This will help to ensure that our buildings remain safe, dry and warm, benefitting occupiers, pupils and service users.</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>The updated Learning and Development website was launched during the year with 34 corporate e-learning modules available, ranging from mandatory induction modules, to soft skills courses including Presentation Skills and Time Management.</p>  <p>There are also dedicated sections on the site for elected members as well as the Social Care Workforce Development team. Last year 6005 employees had licensed access to the site and 43% of employees undertook at least one e-learning module. Face to face training focussed on improving managers' skills in dealing with challenging</p>	<p style="text-align: center;"><b>Our Performance</b></p> <p>During the year we held 15 public consultation exercises, including: Active travel 2015, Shaping Bridgend's Future, Measuring corporate priorities, Blue Badge parking, Waste and recycling review; Citizens' Panel (summer 2015, winter 2015). The waste consultation was the biggest consultation the council has undertaken to date.</p> <p>We also held four social media debates on waste and recycling review, measuring corporate priorities consultations and two debates on Shaping Bridgend's Future. Overall, posts made on the corporate Facebook and Twitter accounts during the Q&amp;As were seen 81,780 times by social media users, and generated 739 responses. The increased reach has enabled a wider representation of engagement and helped us to significantly boost membership of the Citizen's panel (38% increase).</p> <p>We continued to improve our engagement with children and young people in service developments in 2015-16. This is captured in our Quality Assurance (QA) Framework 'Achieving Excellence in Bridgend Safeguarding and Family Support Service'. Our interactive document for capturing children's voices went live and a revised LAC handbook and foster carer review form was launched in March 2016.</p> <p>In common with the rest of Wales the rate of recorded crime in Bridgend County had declined over the last few years. However, we were in the lowest performing quarter of local authorities for perception of crime. We worked with our Local Service Board (LSB) partners and developed a project to better understand the reasons why residents in some areas of the county feel more unsafe and disengaged from their communities than others. The project included a survey of children and young people, which attracted 3000 responses, and interviews with forty community members. Information from the survey and interviews helped to identify the issues that mattered locally. A multi-agency</p>



The option appraisal to review the possible rationalisation and retention of a reduced depot on the Parc Afon Ewenni was delayed. Once the appraisal has been completed including the viability of retaining a reduced depot the remainder of the site will be marketed for sale. This will generate capital receipts, reduce running costs and bring forward housing land for development.

**Outcomes**

£5.9million capital receipts were achieved in rationalising our estate.

The total useable office accommodation per employee in our core offices linked to the maximising space project (m<sup>2</sup>) has decreased from 11.4m<sup>2</sup> to 8.79m<sup>2</sup>.

situations that arise in people and absence management. There were a total of 343 training attendances and 92 per cent of managers attending the people management skills training felt that they had improved confidence and skills as a result of this training.

**Outcomes**

The percentage of employees completing e-learning modules was 43.07% against a target of 24%.

action group was established to address the issues identified, with progress being monitored by the Public Service Board.

During the year we developed a range of proposals to provide citizens with more self-service options for accessing Council services. We have now proceeded to the procurement phase of putting in place a means from which we will be able to offer services digitally 24/7. We are on track for first services go live in the second half of 2016-17.

**Outcomes**

There has been a percentage improvement in the range of responses to Citizens Panel surveys of 38% against a target of 5%

The percentage of citizens surveyed who said that their individual access requirements are met via the Customer Service Centre has increased to 61% from 60%.

## Financial Performance (subject to validation)

Our financial environment is becoming increasingly challenging. We need to make unprecedented savings in the future that can only be achieved by changing the way we work and changing the way services are delivered. Last year, the amount we spent on delivering services to our citizens and investing in our landscape and infrastructure totalled around £420 million. The total amount that we have available to spend is made up from three main sources listed below.

### Revenue Expenditure

Our revenue expenditure represents day to day costs such as salaries, equipment, supplies and services. Our net revenue expenditure in 2015-16 after allowing for appropriation to earmarked reserve, additional income from council tax and an underspend on general contingencies (as reported to Cabinet in July 2016) was **£252.05 million**, which resulted in an underspend of £154,000 which was transferred to the Council Fund. The table below shows the expenditure and proportion of spend per Improvement Priority in 2015-16:

Improvement Priority for 2015-16	Revised Budget 2015-16 (£'Million)	Actual Outturn 2015-16 (£'Million)	Actual Over/(Under) Spend 2015-16 (£'Million)
1.Working together to develop the local economy	7.9	6.8	1.1
2.Working together to raise ambitions and drive up educational achievement	103.6	103.5	0.1
3.Working with children and families to tackle problems early	21.1	21.1	0.0
4.Working together to help vulnerable people to stay independent	25.6	25.3	0.3
5.Working together to tackle health issues and encourage healthy lifestyles	18.0	17.3	0.7
6.Working together to make the best use of our resources / Other Business as Usual and Not Linked to Improvement Priorities	76.0	79.8	-3.8
<b>TOTAL</b>	<b>252.2</b>	<b>253.8</b>	<b>-1.6</b>

### Capital Expenditure

This represents our spending on schools and infrastructure such as roads, bridges and buildings. These assets will benefit the community over long periods of time and the expenditure is largely financed by borrowing and capital grants.

Our capital expenditure in 2015-16 was **£26.05 million**, where the main projects carried out during the year included:

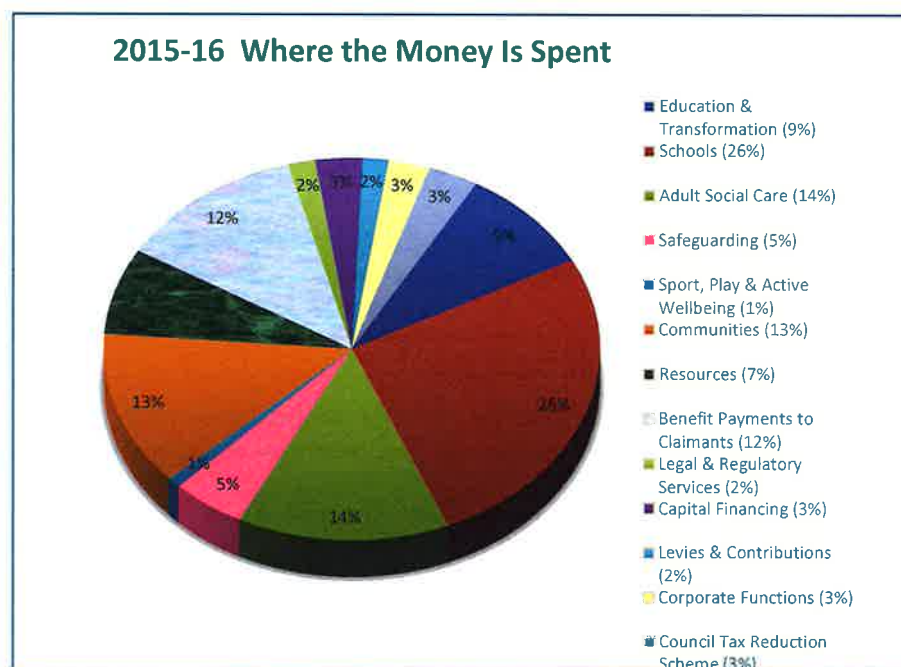
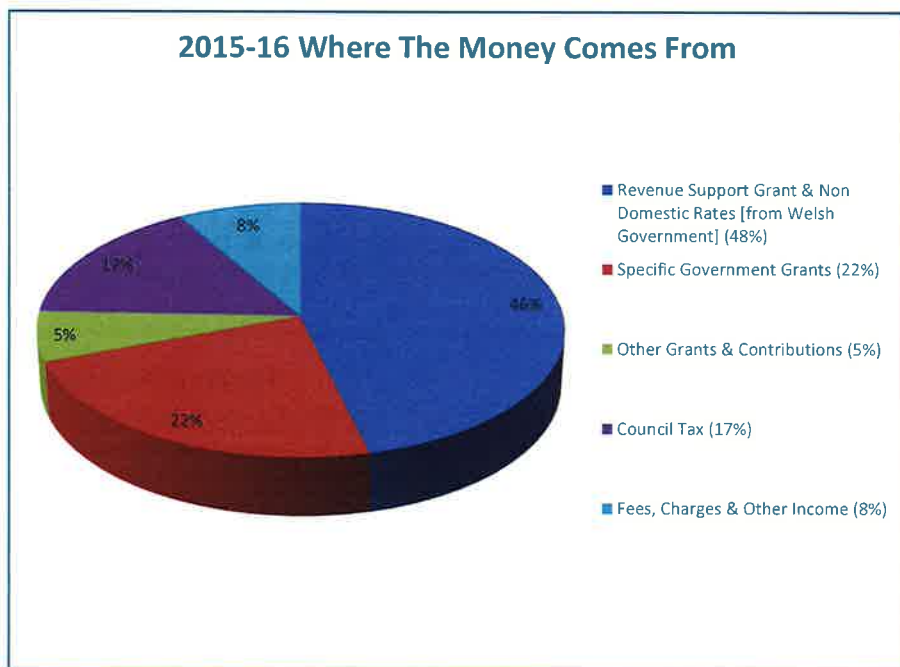
- £2,744,000 Community Care Information System (CCIS);
- £ 2,228,000 Disabled Facility grants & Private Sector Housing;
- £ 5,402,000 Coety / Parc Derwen primary school;
- £ 1,229,000 Celtic Court purchase and refurbishment;
- £ 2,750,000 Vibrant and Viable Places; and
- £ 1,581,000 Highways street infrastructure.

### Grants

We also received specific government grants, in addition to the core Revenue Support Grant and Non-domestic Rate (NDR) allocations, totalling **£91.09 million** during 2015-16, which we are able to use in addition to our own Revenue and Capital expenditure. The main grants received during 2015-16 included:

- £6,639,000 Post-16 Grant;
- £5,816,000 Supporting People grant;
- £2,904,000 Sustainable Waste grant;
- £3,120,000 Flying Start grant; and
- £1,898,019 Families First grant.

The following charts summarise where the money came from and where the money is spent



## What Did Our Regulators Say about Us?

In April 2015, the Wales Audit Office began an in-depth corporate assessment of the Council. The focus of the assessment was on the extent to which arrangements are helping to improve service performance and outcomes for citizens and considered our track record of performance and outcomes as well as examining the key arrangements necessary to underpin improvements in services and functions.

The report by the Auditor General published in January 2016 was positive and balanced, reflecting the Council's current position.

### **Overall conclusion**

The overall conclusion was that “the Council is developing appropriate plans for the future and subject to aligning ICT and human resource functions with the transformation programme, is well placed to secure improvement”.

### **Key positive findings**

The report found that the Council was developing key strategic themes for the future in consultation with its citizens and other key stakeholders. Effective governance arrangements were in place to support improvement and drive change and the strength of our Medium-Term Financial Strategy was noted in helping to shape our transformation agenda.

Other positive findings included:

- Elected Members enjoyed a range of opportunities that equipped them with the skills they needed to discharge their roles effectively.
- There is a clear focus on performance management, which has enabled a drive in improvement in key service areas and measurable improvements were made in 2014-15.
- The strengths of the council's Performance Management Framework
- The Corporate Performance Assessment meetings which were an effective means of holding directorates to account for performance and facilitating cross directorate dialogue.
- Financial and asset management is handled well with suitable policies in place specifying clearly the responsibilities of Members, Officers and budget holders.
- The ICT and Human Resource service were found to be supporting the delivery of council operations.
- An effective system for managing corporate assets was in place and was on course to achieve its long-term goals, with significant progress made in rationalising its property portfolio since 2009.
- The council was collaborating across a wide range of activities and that some of those activities had resulted in identifiable improvements.

### **Proposed Areas for improvement**

Given the wide range of services provided and the challenges facing the council, the Auditor General noted, it would be unusual if the auditors did not find things that could be improved. Eight proposals for improvement were made:

- Establishing a vision of the council for 2020 that will support a strategic approach to service delivery and guide service planning;
- Explain the reason for an improvement target and the scale of improvement expected (Annual Improvement Report 22 September 2015)
- Review measures of success to ensure they enable an evaluation of intended performance and that the expectation of performance is based upon that measure;
- Ensure performance rating reports clearly state whether the council has achieved what it intended.

- Develop both its ICT and its Human Resource services so that they can support the council's transformation agenda;
- Develop the Human Resource service and specifically workforce planning so that they support the council's transformation agenda and ensure workforce considerations are embedded in service business planning.
- Ensure that service business plans take into consideration future property requirements; and
- Develop measures to evaluate the success of key activities performed in collaboration with the Local Service Board.

The report findings also suggest a need to ensure clarity of communications with all members and staff particularly about potential new models of delivery and the impact on current ways of working. The Auditor General's report is available via this link: <http://www1.bridgend.gov.uk/media/326178/corporate-assessment-report-2015.pdf>

The authority has already started addressing the areas that the report said needed improving. The Wales Audit Office will "keep track of developments through progress updates".

## Our Improvement Objectives for 2016 - 17

In 2016-17, we undertook a comprehensive review of the Council's improvement priorities, taking into account shrinking resources, increasing demand on services, whilst still delivering the things that citizens told us are most important. Three new improvement priorities came out of this review which are included in our Corporate Plan 2016-20.

These are:

- Supporting a successful economy
- Helping people to be self-reliant
- Smarter use of resources

For full details on the actions we have in place to deliver each Improvement Priority, please visit the Corporate Improvement page on our website and view our Corporate Plan: <http://www1.bridgend.gov.uk/media/341723/corporate-plan-2016-2020.pdf>

## ANNUAL REPORT 2015-16: SUCCESS INDICATORS

(Please note: some of the indicators below are measuring long-term outcomes we want to achieve for our citizens and our services will contribute to them. The long-term outcome indicators are not suitable for specific targets, hence “increase” or “decrease”. , Data for these long-term outcome indicators take time to collect and for those indicators we use the latest data available for reporting.)

(Please also note that some data for 2015-16 are provisional, yet to be validated.)

The trend arrow refers to the improvement trend e.g. if the smoking rate decreases which is one of our aims, the performance trend will indicate an upward arrow.

<b>Key:</b>	↑ = increased or maximum performance	↓ = performance declined	↔ = performance stayed the same
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We identified 76 indicators to measure of success in delivering our Corporate Plan in 2015-16. Of the 76 indicators 75 can be compared against their target. 51(68%) met their target, 14 (almost 19%) were off target by less than 10% and 10 (almost 13%) missed the target by more than 10%.

PRIORITY ONE – WORKING TOGETHER TO DEVELOP THE LOCAL ECONOMY								
Indicator	2013-14	2014-15	2015-16				Comment	
	Actual	Actual	Target	Actual	Trend <sup>1</sup>	Wales Average		S E Wales Average <sup>2</sup>
Percentage of working age population that is in employment <i>Higher preferred</i>	71.1%	70.2%	increase	72.9%	↑	71.1%	70.1%*	* These figures are the West Wales and the Valleys average. Bridgend is included in this geographic area.  The Council has no direct influence on these statistics.
Percentage of 16-24 year olds in employment <i>Higher preferred</i>	49.2%	45.5%	increase	53.9%	↑	52.1%	52%*	
Gross Value Added (GVA) per head <i>Higher preferred</i>	£15,593	N/A	increase	£16,256	↑	£17,573	£15,745*	

<sup>1</sup> The ‘trend’ indicates performance direction and is based on 2015-16 actual performance against the previous year’s performance. Where the 2015-16 data is not available, the trend direction is based on the previous years’ performance.

<sup>2</sup> The South East Wales group consists of the following Local Authorities: Bridgend, Vale of Glamorgan, Rhondda Cynon Taf, Cardiff, Merthyr Tydfil, Caerphilly, Blaenau Gwent, Torfaen, Monmouthshire and Newport

Gross Disposable Household Income (GDHI) per head <i>Higher preferred</i>	£14,868	N/A	increase	£14,753	↓	£15,302	£14,933*	
Percentage of all children under 16 who are living in working age households with no one in employment <i>Lower preferred</i>	N/A	20%	reduce	17.3%	↑	14.6%	N/A	Reducing but higher than the Wales average.
The percentage of children living in households below 60% median income <i>Lower preferred</i>	23.1%	22.2% (2012 ONS)	reduce	22.4% (2013 ONS)	↓			Data no longer collected at local authority level.
The percentage of: principal (A) roads non-principal (B) roads and non-principal (C) roads in overall poor condition <i>Lower preferred</i>	<i>Overall – 6.9%</i> A. 5.0% B. 6.1% C. 11.4%	<i>Overall - 7.7%</i> A. 5.1% B. 5.7% C. 12.4%	<i>Overall- 9.42%</i> A. 6.96% B. 9.88% C. 13.5%	<i>Overall - 7.06%</i> A 4.71% B 4.92% C10.11%	↑ ↑ ↑	<i>Overall - 11.2 %</i> A 3.7% B 4.3% C15.9%	<i>Overall -7.5%</i> A 4.6 % B 5.3% C10.2%	Targets exceeded and better than the Wales and SE Wales averages.
The percentage of total lengths of rights of way which are easy to use by members of the public <i>Higher preferred</i>	83%	78.21%	80%	68.97%	↓	N/A	N/A	Off target with a steady decline.
The percentage of people claiming Job Seekers Allowance <i>Lower preferred</i>	3.1%	2.20%	2.19%	1.6%	↑	1.9%	N/A	Exceeded target and better than the Wales average
Additional floorspace created through the Townscape Heritage Initiative (THI) and the Town Improvement Grant (TIG) <i>Higher preferred</i>	THI 288m <sup>2</sup> TIG 340m <sup>2</sup>	1851m <sup>2</sup>	800m <sup>2</sup>	336m <sup>2</sup>	↓	N/A	N/A	Off target as a result of been delays to schemes.
The number of vacant premises in town centres <i>Lower preferred</i>	Bridgend 65 Maesteg 19 Porthcawl 17	Bridgend 55 Maesteg 19 Porthcawl 17	Bridgend 64 Maesteg 19 Porthcawl 17	Bridgend 55 Maesteg 12 Porthcawl 16	↑	N/A	N/A	Exceeded target
Number of VAT/PAYE registered businesses <i>Higher preferred</i>	4,000	4,090	4,002	4,400	↑	N/A	N/A	Target exceeded



Overall success for Adult Community Learners <i>Higher preferred</i>	75%	84%	77%	93%	↑	N/A	N/A	Significantly exceeded the target
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PRIORITY TWO – WORKING TOGETHER TO RAISE AMBITIONS AND DRIVE UP EDUCATIONAL ACHIEVEMENT									
Indicator	2013-14	2014-15	2015-16				Wales Average	SE Wales Average	Comment
	Actual	Actual	Target	Actual	Trend	SE Wales Average			
The percentage of pupils aged 15 at the preceding 31 August, in schools maintained by the local authority who achieved the Level 2 threshold including a GCSE grade A*-C in English or Welsh first language and mathematics <i>Higher preferred</i>	54.8%	59.7%	65%	61.1%	↑	58.3%	57.2%	Off target but an improved performance and above the Wales and SE Wales averages. Above our intended outcome of at least 60% of pupils achieving the Level 2 threshold.	
The percentage of all pupils (including those in local authority care) in any local authority maintained school, aged 15 as at the preceding 31 August that leave compulsory education, training or work based learning without an approved external qualification <i>Lower preferred</i>	0.4%	0.1%	0.1%	0.1%	↔	0.2%	0.3%	On target and maintaining a steady performance.	
Foundation Phase Indicator: the percentage of pupils at the end of the Foundation Phase achieving at least Outcome 5 (the expected outcome) in teacher assessments <i>Higher preferred</i>	82.3%	85.1%	89.94%	88.8%	↑	86.8%	N/A	Off target but continuing a steady improvement and above the Wales average.	
The percentage of pupils assessed at the end of Key Stage 2, in schools maintained by the local authority, achieving the Core Subject Indicator, as determined by Teacher assessment <i>Higher preferred</i>	82.6%	86.2%	85%	87.6%	↑	88.1%	87.9%	Exceeded the target but below the Wales and SE Wales average.	
The percentage of pupils assessed at the end of Key Stage 3 in schools maintained by the local authority achieving the core subject indicator as determined by Teacher assessment <i>Higher preferred</i>	73.6%	79.3%	79.3%	84.3%	↑	84.1%	83%	Exceeded the target set and marginally higher than the Wales and the SE Wales averages.	

Core Subject Indicator Key Stage 4: percentage of pupils achieving the Level 2 threshold in each of the subjects of English or Welsh, mathematics and science at the end of Key Stage 4 <i>Higher preferred</i>	50.60%	54.50%	57.90%	58.6%	↑	54.8%	56.6% (CSC)	Exceeded target and better than the Wales and SE Wales averages.
The percentage of pupil attendance in primary schools <i>Higher preferred</i>	93.5%	94.8%	95.8%	95.1%	↑	95%	94.9%	Marginally off target but maintaining a steady improvement
The percentage of pupil attendance in secondary schools <i>Higher preferred</i>	92.5%	93.9%	94.9%	94.3%	↑	93.9%	93.7%	Marginally off target but maintaining a steady improvement
The size of the gap in educational attainments between pupils 15 + entitled to free school meals and those who are not (measured by Level 2 inclusive indicator) <i>Lower preferred</i>	32.7%	36.3%	24%	27.5%	↓	N/A	N/A	Off target but a significant improvement on the previous year's performance.
Year 11 Leavers for Schools in the Authority known to be not in education, employment or training in the Careers Wales Annual Destination Survey statistics <i>Lower preferred</i>	3.7%	3.60%	3.5%	3.2%	↑	2.8%	N/A	Exceeded target and maintained a steady improvement in performance.
The percentage of children under 5 who are members of the library service <i>Higher preferred</i>	27.81%	31.26%	28%	30.15%	↑	N/A	N/A	Target exceeded but performance down on the previous year.
The number of visits to public libraries during the year per 1,000 population <i>Higher preferred</i>	4,182	4,460	4,500	4,351	↑	5,374	5,668	Off target but reflects the general decrease across Wales.

**PRIORITY THREE – WORKING WITH CHILDREN AND FAMILIES TO TACKLE PROBLEMS EARLY**

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Indicator	2013-14	2014-15	2015 -16				Comment	
	Actual	Actual	Target	Actual	Trend	Wales Average		SE Wales Average
The number of families benefiting from intensive family support provided by Connecting Families (CF) that adopt a 'team around the families' approach. <i>Higher preferred</i>	34	61	63	135	↑	N/A	N/A	Significantly exceeded the target
The number of families benefiting from intensive family support provided by Intensive Family Support Services (IFSS) that adopt a 'team around the families' approach. <i>Higher preferred</i>	72	100	110	107	↑	N/A	N/A	Off target but an improved performance on the previous year.
The number of children in need <i>Lower preferred</i>	967	884	750	772	↓	N/A	N/A	Off target but an improved performance on the previous year
The number of children recorded on the Child Protection Register <i>Lower preferred</i>	179	125	145	176	↓	N/A	N/A	Off target The number increased over several months and specific pieces of work are on-going to identify reasons for the increase.
Looked after children as a percentage of children aged 0-17 <i>Lower preferred</i>	1.40%	1.30%	1.30%	1.30%	↔	0.89%	N/A	On target and maintaining a steady performance.
Average external qualifications point score for 16 year old Looked After Children in any local authority maintained learning setting <i>Higher preferred</i>	202	262	217	284	↑	269	244	Target exceeded and maintaining improvement.
The percentage of all pupils in local authority care in any local authority maintained school, aged 15 as at the preceding 31 August that leave compulsory education, training or work based learning without an approved external qualification <i>Lower preferred</i>	0%	0%	1%	0%	↔	0.5%	0.9%	Target met and a maintained performance.
The percentage of young people formerly looked after with whom the authority is in contact at the age of 19 <i>Higher preferred</i>	82.60%	94.70%	95%	100%	↑	93.2%	94.2%	Target exceeded and performance above the Wales and SE Wales averages

The percentage of young people formerly looked after with whom the authority is in contact, who are known to be in suitable non-emergency accommodation at the age of 19 <i>Higher preferred</i>	89.50%	100%	100%	97.2%	↓	93.5%	92.4%	Off target but performance above the Wales and SE Wales averages.
The percentage of young people formerly looked after with whom the authority is in contact, who are known to be engaged in education, training or employment at the age of 19. <i>Higher preferred</i>	31.60%	61.10%	70%	63.9%	↑	60.7%	57.6%	Off target but performance above the Wales and SE Wales averages and improved.
The percentage of children looked after on 31 March who have had three or more placements during the year <i>Lower preferred</i>	9%	11.8%	12%	13.7%	↓	9.8%	10%	Off target with performance declining year on year and below the Wales and SE Wales averages.
The number of children benefiting from the Flying start programme <i>Number capped by Welsh Government</i>	1,171	1,428	1,586	1,586	↑	N/A	N/A	Target set and capped by Welsh Government.

**PRIORITY FOUR – WORKING TOGETHER TO HELP VULNERABLE PEOPLE TO STAY INDEPENDENT**

Indicator	2013-14	2014-15	2015 -16				Comment	
	Actual	Actual	Target	Actual	Trend	Wales Average		SE Wales Average
The rate of: a) older people (aged 65 or over) supported in the community per 1,000 population aged 65 or over at 31 March <i>Higher preferred nationally</i> <i>Lower preferred by BCBC</i>	83.18	76.75	<81	80.98	↓	64.12	68.9	The trend is based on BCBC preference for a reduction in this indicator;; consequently our performance for this year has declined.
The rate of: b) older people (aged 65 or over) whom the authority supports in care homes per 1,000 population aged 65 or over at 31 March <i>Lower preferred</i>	18.47	16.46	<18.5	15.14	↑	18.02	17.27	Target exceeded and an improved performance.
The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over <i>Lower preferred</i>	0.88	1.03	<2.5	1	↑	4.87	5.87	Exceeded target and a slightly improved performance.
The percentage of adult protection referrals completed where the risk has been managed <i>Higher preferred</i>	100%	93.91%	>90%	97.52%	↑	97%	97.89%	Exceeded target and an improved performance on the previous year.
The percentage of Telecare clients who said that the service made it easier for them to manage in their own home <i>Higher preferred</i>	94%	96%	95%	87%	↓	N/A	N/A	Below target
The numbers of recipients of Community Resource Team (intermediate services) that have been provided with an alternative to a hospital placement <i>Higher preferred</i>	682	960	820	1100	↑	N/A	N/A	Significantly exceeded the target set.

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The average number of calendar days taken to deliver a Disabled Facilities Grant for children and young people <i>Lower preferred</i>	349 days	321.33 days	411 days	594.55 days	↓	N/A	N/A	Off target
The average number of calendar days taken to deliver a Disabled Facilities Grant for adults <i>Lower preferred</i>	200.95 days	173.38 days	237 days	294.74 days	↓	N/A	N/A	Off target
The percentage of carers that report that information and support for carers is improving in the County Borough <i>Higher preferred</i>	N/A	35	40	68	↑	N/A	N/A	Target exceeded and a significant improved performance.
Percentage of all potentially homeless households for whom homelessness was prevented for at least 6 months <i>Higher preferred</i>	61.54%	64.2%	67%	67.67%	↑	N/A	N/A	On target and a steady improvement in performance.
The number of homeless households with dependent children in bed and breakfast accommodation <i>Lower preferred</i>	8	0	6	0	↔	N/A	N/A	Exceeded target and maintained a maximum performance.
The number of people discharged from hospital who, following a short term enabling service, require no ongoing personal care service <i>Higher preferred</i>	N/A	432	437	447	↑	N/A	N/A	Target exceeded
Percentage of adult clients who are supported in the community during the year <i>Higher preferred</i>	88.34%	89.12%	>88.5%	89.92%	↑	N/A	N/A	Marginally improved performance on previous year
The percentage of people who have maintained their independence for six months as a proportion of people helped with Care & Repair services (funded from the Private Sector Housing Renewal and Disabled Adaptations policy) <i>Higher preferred</i>	100%	97.94%	96%	99.79%	↑	N/A	N/A	An improved performance on the previous year, exceeding the target.

**PRIORITY FIVE – WORKING TOGETHER TO TACKLE HEALTH ISSUES AND ENCOURAGE HEALTHY LIFESTYLES**

Indicator	2013-14	2014-15	2015 – 2016					Comment
	Actual	Actual	Target	Actual	Trend	Wales Average	SE Wales Average	
The percentage of the population(aged 16 and over) who smoke <i>Lower preferred</i>	22%	20%	19%	18%	↑	20%	N/A	These figures are taken from the Welsh Health Survey (June 2016 release). The Council.
The percentage of adults who are overweight or obese <i>Lower preferred</i>	58%	58%	57%	59%	↓	59%	N/A	The Council has no direct influence on these statistics. However, the figures indicate improving health with the exception of adults who are overweight or obese.
The percentage of adults who report being physically active on five or more days in the past week <i>Higher preferred</i>	31%	29%	30%	29%	↔	31%	N/A	
The percentage of adults who reported binge drinking on at least one day in the past week <i>Lower preferred</i>	30%	27%	26%	25%	↑	24%	N/A	
Variation (in years) in healthy life expectancy across our wards a) Male b) Female <i>Lower preferred</i>	N/A	N/A	reduce	15.4 years 13.8 years	↑			
The percentage of adults reporting being treated for any mental illness <i>Lower preferred</i>	14%	12%	11%	14%	↓	12%	N/A	Latest figures taken from the Welsh Health Survey released June 2016
The number of visits to local authority sport and leisure centres during the year per 1,000 population where the visitor will be participating in physical activity <i>Higher preferred</i>	9,588	9,528	9,450	9,634	↑	8,409	8,323	Above target and exceeding the Wales and SE Wales averages.



The number of participants in the National Exercise Referral Scheme (NERS) programme <i>Higher preferred</i>	1161 (404 completing 16 weeks)	??	1170 (395 completing 16 weeks)	1871	↑	N/A	N/A	Exceeded the target significantly.
The number of families participating in the Family Active Zone programmes <i>Higher preferred</i>	125	100	120	144	↑	N/A	N/A	Exceeded target and an improved performance.
Schools engaged in the national sports programme <ul style="list-style-type: none"> <li>• Primary</li> <li>• Secondary</li> </ul> <i>Higher preferred</i>	N/A	87%	95% 100%	95% 100%	↑ ↑	N/A	N/A	On target and improved on the previous year.
The percentage of food establishments which are broadly compliant with food hygiene standards <i>Higher preferred</i>	87.85%	93.16%	85%	95.66%	↑	94.22%	93.33%	Target exceeded and performance steadily improving and above Wales and SE Wales averages.
The number of businesses supporting the Healthy Options Award <i>Higher preferred</i>	N/A	N/A	3	5	↑	N/A	N/A	Target exceeded.
Number of employees participating in Council run initiatives to support their health and wellbeing	N/A	Establish baseline		TBC				This indicator was removed from the Corporate Plan during the year.

PRIORITY SIX – WORKING TOGETHER TO MAKE THE BEST USE OF OUR RESOURCES								
Indicator	2013-14	2014-15	2015 – 16					Comment
	Actual	Actual	Target	Actual	Trend	Wales Average	SE Wales Average	
The value of planned savings achieved	£3,531k	£10,429k	£11,225k	£9,316k	↓	N/A	N/A	Off target.
The percentage increase in the responses from each target audience through the citizens' panel <i>Higher preferred</i>	N/A	N/A	5%	38%	N/A	N/A	N/A	Target exceeded.
The percentage of citizens surveyed who said that their individual access requirements are met when contacting the Council <i>Higher preferred</i>	63%	63%	60%	61%	↓	N/A	N/A	Target met but performance marginally down on previous years.
The value of savings in ICT through the rationalisation of support services and applications	£122k	£50k	£18k	£18k	↑	N/A	N/A	On target.
The percentage increase of documents managed through the Electronic Data Records Management (ERDM) <i>Higher preferred</i>	n/a	n/a	10%	31.86%	↑	N/A	N/A	Target exceeded.
The value of capital receipts generated through the release of assets	£166k	£3.9million	£6million	£5.9 million	↑	N/A	N/A	On target.
Revenue saving delivered through disposal of assets	£0k	£92k	£400k	£442k	↑	N/A	N/A	Target exceeded.
Total useable office accommodation per employee in our core offices linked to the maximising space project(m <sup>2</sup> ) <i>Lower preferred</i>	11.7m <sup>2</sup>	11.4m <sup>2</sup>	10m <sup>2</sup>	8.79m <sup>2</sup>	↑	N/A	N/A	Target exceeded.

Increase in the percentage of employees completing e-learning modules <i>Higher preferred</i>	27.8%	No data	24%	43.07%	↑	N/A	N/A	Target exceeded.
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NATIONAL INDICATORS THAT ARE NOT INCLUDED IN ANY OF THE IMPROVEMENT PRIORITIES								
Indicator	2013-14 Actual	2014-15 Actual	2015 - 16					Comment
			Target	Actual	Trend	Wales Average	SE Wales Average	
The percentage of clients with a care plan whose care plans should have been reviewed that were reviewed during the year <i>Higher preferred</i>	83.1%	79.2%	79%	81.9%	↑	83%	84.3%	Exceeded target but performance was below the Wales and SE Wales averages.
The percentage of carers of adults who were offered an assessment or review of their needs in their own right during the year <i>Higher preferred</i>	96.9%	94.7%	93%	95.3%	↑	91.4%	85.8%	Exceeded target and above the Wales and SE Wales averages.
The percentage of reviews of looked after children , children on the Child Protection register and children in need carried out in line with the statutory timetable <i>Higher preferred</i>	91%	90.5%	85%	93%	↑	90.3%	91.7%	Exceeded the target and an improved performance above both the Wales and SE Wales averages.
The percentage of statutory visits to looked after children due in the year that took place in accordance with regulations <i>Higher preferred</i>	69%	76.5%	80%	80.2%	↑	88.1%	88.2%	On target but significantly below the Wales and SE wales averages
The percentage of children looked after who have experienced one or more changes of school which were not due to transitional arrangements <i>Lower preferred</i>	12.5%	8.8%	14%	14.8%	↓	11.9%	12%	Marginally off target and disappointingly worse than the performance at Wales and SE Wales levels.
The percentage of initial assessments that were completed during the year where there is evidence that the child has been seen alone by the Social Worker <i>Higher preferred</i>	51.8%	51%	50%	52%	↑	49.5%	43.7%	An improved performance and higher than the Wales and SE wales averages.
The percentage of eligible, relevant and former relevant children that have pathway plans as required <i>Higher preferred</i>	86.6%	100%	100%	100%	↑	93.5%	91.4%	On target and performance maintained.

The average number of calendar days taken to deliver a Disabled Facilities Grant <i>Lower preferred</i>	222 days	182 days	307 days	321.51 days	↓	241	235	A declining performance.
The percentage of pupils assessed , receiving a Teacher Assessment in Welsh (first language) at the end of Key Stage 3 <i>Higher preferred</i>	5.1%	6.6%	6.5%	6.7%	↑	17.8%	9.4%	Above target
The average point score for pupils in schools maintained by the local authority <i>Higher preferred</i>	442.1	486	515	527.6	↑	538.6	519.5	Above target and improved year on year performance but still below the Wales average.
The percentage of final statements of special education need issued within 26 weeks including exceptions <i>Higher preferred</i>	6.1%	50%	100%	81.7%	↑	68.1%	70.8%	Off target but a considerably improved performance on the previous year and above the wales and SE Wales averages/
The percentage of final statements of special education need issued within 26 weeks excluding exceptions <i>Higher preferred</i>	100%	None relevant	100%	100%	↔	94.5%	92.3%	A maximum performance.
Percentage of adults aged 60 or over who hold a concessionary bus pass <i>Higher preferred</i>	88.55%	90.65%	89%	91.32%	↑	85.6%	90.6%	Target exceeded and maintaining a steady year on year improvement
Number of additional affordable housing units provided throughout the year as a percentage of all additional housing units provided during the year <i>Higher preferred</i>	13	27	10	29	↑	36	39	Target exceeded but below the Wales and SE Wales averages
Percentage of private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority <i>Higher preferred</i>	5.34%	6.48%	7.86%	4.02%	↓	11.08%	9.01%	Off target and significantly below the Wales and SE Wales averages.
Percentage of highways and relevant land inspected of a high or acceptable standards of cleanliness <i>Higher preferred</i>	99.2%	93.50%	99%	89.6%	↓	96.5%	95.9%	Off target and declining year on year due to budget cuts.
Percentage of reported fly tipping incidents cleared within 5 working days <i>Higher preferred</i>	96.69%	95.60%	98%	97.82%	↑	95.26%	97.22%	Marginally off target but better than the Wales and SE Wales averages.

Percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated bio-wastes that are composted or treated biologically in another way <i>Higher preferred</i>	56.49%	57.06%	58%	59.04%	↑	60.19%	59.47%	Above target but below the Wales average,
Percentage of municipal waste collected by local authorities sent to landfill <i>Lower preferred</i>	21.69%	13.05%	13%	13.8%	↓	18.14%	13.86%	Marginally down on the previous year's performance but better than the Wales and SE Wales averages.
The percentage of change in the average Display Energy Certificate (DEC) score within local authority public buildings <i>Higher preferred</i>	N/A	N/A	3%	4.5%	↓	3.0	2.9%	Above target and better than the Wales and SE Wales averages
The number of working days/shifts per full-time equivalent (FTE) local authority employee lost due to sickness absence <i>Lower preferred</i>	9.8	10.80	8.5	10.7	↓	10.2	10.3	Off target and below the Wales and SE Wales averages.



## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

#### REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

##### MAESTEG TOWN HALL

##### 1. Purpose of Report

- 1.1. The purpose of this report is to seek Cabinet approval to commence development and delivery work to secure the regeneration of Maesteg Town Hall.

##### 2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1. This report supports the following corporate priorities:

- Supporting a successful local economy
- Smarter use of resources

##### 3. Background

- 3.1. Maesteg town centre has been the focus of Bridgend County Borough Council's Regeneration Programme for a number of years, undertaken in several phases, and delivering transformational change to the public realm in the primary retail area. The last phase, termed Phase IV was completed in 2014, and included the redevelopment of the outdoor market, creation of a 'civic square' outdoor stage, and improvement of the bus station.
- 3.2. The Town Hall, which directly links with the civic square and bus station, is one of the County Borough's most significant historic buildings, and the principal public building in the Llynfi Valley. The Hall, built in Queen Anne style, was at the time of completion in 1881, considered one of the finest halls in South Wales, and at the time, had a transformational effect on the town. The imposing four-storey stone building is topped by its prominent clock tower, a feature which is visible throughout the town.
- 3.3. Recent decades have seen a steady decline in the condition and consequently in the utility and sustainability of the Hall. Despite the efforts of the Council to care for the building in terms of basic repairs, its special architectural features and age have made it difficult and expensive to keep the building in good order. Reactive repairs have been undertaken to deal with a multitude of issues over the years, but the building is greatly in need of comprehensive investment.
- 3.4. Since completion of Phase IV, there has been an ambition to secure investment in the Maesteg Town Hall, thereby completing the regeneration of the retail core. An outline feasibility study was commissioned, to identify the issues and potential development opportunities, and to support any future funding bids. This was funded by Welsh Government's (WG) Western Valleys Programme, and received the support of local members at that time.

- 3.5 In 2015 an expression of interest (EOI) was submitted for funding to regenerate the building, under WG's Buildings for the Future bid to the European Union (EU) Structural Fund Programme. In line with the feasibility study, the proposal is to create a 'cultural hub' by improving the performance facilities, developing new, modern fit for purpose library provision for the town, including a state-of-the-art children's library, and delivering an inspiring and inclusive, creative community space. The new library would be an additional attractor and anchor for the town centre, and stimulate increased visitor numbers and footfall to the retail core. The combined footfall of the two existing libraries at North's Lane and Maesteg Sports Centre, 5,000 visits per annum, would be redirected to the town centre, in addition to the visitor numbers achieved as a result of enhanced facilities.
- 3.6 The EOI was scored and prioritised for funding, as one of only 11 schemes across the West Wales and the Valleys area. However, until WG's Buildings For the Future Programme is approved by the Wales European Funding Office (WEFO), individual projects cannot be approved. In normal circumstances, project sponsors of EU funded projects will resist financial exposure until an approval has been given, because expenditure made prior to this may not be used as match-funding. However, the uncertainty of future EU funding brought about as a result of Brexit makes it necessary to progress the project 'at risk' in order to ensure that as much spend as possible can be achieved within the Brexit timescales.
- 3.7 In October 2015, management of the Town Hall was transferred to Awen Cultural trust, under the terms of the Cultural Partnership Agreement. Despite the physical challenges of the building in its current format and condition, programmes and audience development put in place by Awen Cultural Trust already show how successful and popular the Town Hall can be, and could be with investment to conserve and improve it.

#### **4. Current Situation/Proposal**

- 4.1. The feasibility work has identified an outline scheme for works to the building and a business case showing the impact the scheme would have on the long term sustainability of the Town Hall. The proposed scheme will:
- Re-energise the Hall as a social and cultural focal point to support a vibrant and sustainable town centre economy, enhancing Maesteg as a great place to live
  - Preserve and celebrate a rich cultural heritage setting a standard for design, innovation and conservation
  - Provide a thriving arts and cultural centre and bustling public space at the heart of the town
  - Provide a new modern Library service for Maesteg replacing the currently dislocated split site provision, including provision of a new children's library
  - Meet demand for arts, participation and cultural activity and for hire of the Hall for events and community activities
  - Enable new activities particularly for young people in the town and valley and potentially encourage other investors such as Arts Council Wales
  - Underpin financially sustainable operation of the Hall by Awen Cultural Trust, integrated with the development and operation of the other venues, libraries and facilities managed by the Trust on behalf of the Council

- 4.2 Taken together, the proposed scheme offers an opportunity to create a high profile statement project representing the Council's regeneration of Maesteg, with a legacy extending through many years of continued impact on the quality of life and life opportunities of the local population, particularly its younger people.
- 4.3 The proposed project will:
- Increase visitor numbers in the town centre. Deliver economic benefits in the form of increased trading opportunities for town centre businesses
  - Create and safeguard local jobs
  - Provide enhanced learning opportunities for young people, through the creation of an exemplary children's library
  - Increase access to and participation in arts and cultural activities, particularly amongst older and disabled people
  - Contribute to tackling poverty and disadvantage
  - Contribute to community development by providing enhanced facilities for local arts and cultural organisations, to flourish and grow
  - Improve the leisure offer in the space vacated by the library
  - Improve energy efficiency and therefore environmental and financial sustainability
- 4.4 Work to develop the proposal is currently underway and will be completed by the end of the year, in time for the anticipated project timetable for the Buildings for the Future Programme.
- 4.5 A preferred design solution and associated costed options at varying funding levels will be produced, closely supported by evidence of the business viability and community and regeneration impact of the project. While no definitive costings are yet available, it is envisaged that the preferred design solution may cost in the range of £4-5 million. Detailed costs will only be available once future architectural design stages have been completed. At this stage, several key factors have been identified and the design and officer team is currently working together to ensure their realisation:

### **Key Design Considerations**

- 4.5.1 The scheme must fully complete the repair and condition-related works required so as to future-proof the operating cost and sustainability of the Hall. The scope and costs of these works are currently being considered alongside immediate potential works to remedy water ingress and rot.
- 4.5.2 Full and exemplary access for all users including those with special mobility and sensory needs is a high priority, and will require significant remodeling of current inaccessible and confused entry and circulation arrangements.
- 4.5.3 It would be highly desirable to maintain an 'internal street' or access so that the public can still pass through the building between the bus station and Talbot Street; this is being explored in the development of the design. It is also the Council's preferred option to incorporate public toilets into the internal design of the building which in view of the proposed opening hours of the redeveloped building would provide improved public access to these facilities.

- 4.5.4 The upper floors of the Hall should retain significant and modern catering facilities to enable income generation through hires, weddings, celebrations and town civic events.
- 4.5.5 For operational, design and financial sustainability reasons, it is proposed that the current market stall provision within the building is not retained. More detailed design and feasibility work has clarified that retaining part of the market would result in both a compromised arts provision and library, and an unviable market. The current market spaces inside the building are of a quality inferior to the new exterior market and the most effective way forward will be to relocate, where possible, current indoor provision to reinforce the outdoor offer.
- 4.6 Provided this can be achieved, the complete management responsibility for the building could be passed to Awen Cultural Trust, if desired, effecting financial and efficiency advantages for the Council and the Trust, and more importantly, opening up access to alternative sources of funding to maintain investment in the facility, as Council resources continue to be constrained by austerity measures. The contractual arrangement with the Trust will need to be further examined in due course once the detailed service provision is identified. The aim is to develop the scheme to enable the cultural hub to develop a robust business model giving it a long term sustainable future. However, Cabinet should note that this will result in a net loss to the Council of the income from the market hall, albeit that this could be partially off-set by reduction in maintenance, repairs and other running costs.

### **Timetable and Next Steps**

- 4.7 The development of the scheme has been significantly affected by the recent referendum result for the UK to withdraw from the European Union. Although there has been a period of uncertainty over European Regional Development Fund (ERDF) funding, discussion with Welsh Government now indicates that:
- The strategic objectives of the ERDF 2014-2020 Programme remain key to Welsh Government's plans
  - There is likely to be an imperative to bring forward schemes in the pipeline for very early start on site so as to ensure that European funds are locked in place
  - Projects that are not complete by end 2018 are likely to be at much higher risk of (a) not being approved to proceed in a timely fashion and (b) failing to secure European Funds
- 4.8 Conversely, the current situation may reduce the level of competition for EU funds, if some projects proposed previously, are not deliverable in the reduced timescales. This may create increased opportunities for those projects which are 'shovel ready' and able to proceed quickly.
- 4.9 There is therefore considerable urgency to accelerate the Maesteg scheme, to maximise the opportunity to seek an early approval and delivery, before funds come under risk. The project team has identified a timetable under which the project can be completed prior to the end of 2018, but this requires early decisions to be made to enable timely development, and secure European and potentially other funds. While some match-funding from Council sources is in place, the early indications are that further funding will be required, for example from the Arts Council for Wales

(Lottery funding), and potentially the Community Facilities and Activities Programme, to deliver a comprehensive and sustainable scheme.

- 4.10 A full forecast programme enabling the development of the programme in accordance with procurement regulations has been prepared. The next steps are as follows:
- Issue Contract Notice to commence Design Team Procurement
  - Submit ERDF business planning and potential WG funding application
  - Design and business planning stage report approval
  - Local engagement with stakeholders, including market stall holders
  - Appointment of design team
  - External funding confirmed in principle
  - Planning permission secured, tenders sought, funding contracted
  - Building closes and works commence on site
  - Practical completion
  - Fit out and commissioning
- 4.11 It is evident, by working back from the end of 2018 that a great deal of work will need to be undertaken to progress the project, without the certainty of committed external funding. Cabinet will need to be aware of this in reaching a decision whether to proceed as proposed.
- 4.12 Given the scale of works required to deliver the project, vacating the building of current tenants is necessary and unavoidable. It is likely that should funding be secured for a full scale development as proposed, that the whole Town Hall building will need to close for a period of up to 18 months. It is proposed, therefore, to undertake negotiations with indoor market traders at the earliest opportunity, to discuss their needs, intentions and relocation options, in order to minimise as far as reasonably possible, continued disruption to their businesses. Advice and support will be provided to traders, to assist them to relocate to alternative premises.
- 4.13 It is also very possible that the market hall could remain vacant for a period, if there are continued delays in securing funding confirmation from the various sources. While this is not ideal, it is necessitated by the particular circumstances resulting from uncertainty over the likely duration of the EU funding. Cabinet need to consider the value of this opportunity to secure a multi-million pound investment against the uncertainty surrounding the future of EU funding programmes and the risk that similar funding might not be available in future or is likely at best to be delayed until transitional arrangements can be agreed. This is an opportunity to secure transformational change to this iconic building, to create a major attraction and anchor for visitors to the town centre, and to improve significantly the arts, cultural, learning and community development opportunities for residents and visitors.
- 4.14 In reaching a decision Cabinet will need to weigh up of both the risk and opportunities:
- Opportunities
- Securing a sustainable future for the building
  - Delivering economic, social, environmental and community outcomes

- Release an asset for sale by vacating the current reference library space
- Reduction in the cost of future reactive repairs (which remain a Council liability under the terms of the Awen partnership agreement)

### Risks

- External Funding is delayed or not approved and the Market Hall remains vacant for a prolonged period
- Existing traders are unable to find suitable alternative premises, and cease trading

### **Governance**

- 4.15 Formal governance arrangements will be required to manage what is likely to be a large and complex project. A Project Board will be established, to oversee the development and delivery stages, through to completion.

### **Conclusion**

- 4.16 The proposed project is bold, ambitious and transformational. It has the potential to deliver a lasting legacy for the Council's long-term investment in Maesteg, and to contribute to the ambitious cultural partnership between the Council and Awen Cultural Trust.
- 4.17 The deteriorating condition of the Hall presents a significant risk to one of the Council's principal heritage buildings and delay will increase these risks and associated costs further.
- 4.18 Uncertainty of long term European Funds will require timescales for the development of the project to be accelerated if it is to proceed. This will enable the Council to take advantage of the opportunity to secure significant external funding for the scheme, provided we can move swiftly to complete design and tender stages and undertake to complete the project EU funded elements of the project prior to the anticipated key date of end of 2018.

### **5. Effect upon Policy Framework & Procedure Rules**

- 5.1. None

### **6. Equality Impact Assessment**

- 6.1. Screening has highlighted that no issues arise as a result of this report. The proposed scheme will develop full disabled access to the Town Hall for the first time.

### **7. Financial Implications**

- 7.1. The Council has ring-fenced a match-funding allocation of £500,000 from its Capital Programme to the project. A further £30,000 feasibility funding has been allocated, to enable the scheme for the project to be more fully developed to support funding bids. In May 2016, Cabinet confirmed its commitment to reinvest the future capital



receipt arising from the sale of land at Ewenny Road, Maesteg, to a regeneration fund for the Llynfi Valley.

- 7.2. Cabinet should note that no capital works will be carried out or expenditure incurred until the external funding position has been finalised, in line with the Council's Financial Procedure Rules. .
- 7.3. The development of new library provision will release facilities at both North's Lane and within Maesteg Sports Centre. There is an opportunity to generate a capital receipt through disposal of the building at North's Lane, or alternatively, subject to business case, extend Adult Social Care provision at Cwm Calon, the adjacent site. The vacant space in the sports centre resulting from the relocation of the reference library, will provide an opportunity to the Council and Halo to create additional sport, wellbeing and fitness provision, which may improve the commercial terms of the Healthy Living Partnership. A comprehensive redevelopment of the Town Hall will also reduce the cost of reactive repairs to the building. However, there will be an ongoing loss of revenue income from the indoor market stall lettings. This loss will be offset by reduced revenue costs from the library provision and potentially the running costs of the Town Hall. Given the current status of the project, the values of any additional costs or loss of income in some departments and potential savings in others are not yet known, but will be met in the first instance by realigning budgets between departments and if necessary calling upon relevant budget reserves up to a maximum value of £100,000.

## **8. Recommendation**

8.1. Cabinet is recommended to:

- 8.1.1 Note that the opportunity exists to secure multi-million pound investment in Maesteg Town Hall project, which would deliver transformational change in the town, and deliver substantial economic, social and cultural benefits for the Llynfi Valley;
- 8.1.2 Note the uncertainty of future EU funding brought about as a result of the UK's proposed exit from the EU, and the need, therefore, to accelerate development work on the project, in advance of a formal funding offer;
- 8.1.3 Note that the building will need to be vacated in order for works to proceed;
- 8.1.4 Note that market stall provision within the building cannot be retained within a redeveloped town hall, if a financially sustainable mixed-economy for the building is to be achieved;
- 8.1.5 Authorise officers to undertake early negotiations with tenants of premises in the market hall, and the relevant officer to serve the required legal notices to bring existing agreements to an end at such time when officers believe it is an appropriate moment to serve such notices ;
- 8.1.6 Authorise the Corporate Director Communities to pay appropriate compensation as necessary in respect of tenancies that need to be brought to an end;

- 8.1.7 Authorise officers to give priority to market hall tenants for future lettings in the outdoor market, and to offer transitional rents to take account of the differing rental levels in the indoor and outdoor markets, subject to conditions and due diligence and any legal issues being adequately addressed;
- 8.1.8 Agree that budgetary adjustments are made corporately from savings identified in paragraph 7.3 of the report, to offset for the loss of letting income as set out in paragraph 7.3 above; and
- 8.1.9 Receive further reports on the project as it progresses through to delivery.

**MARK SHEPHARD**  
**Corporate Director - Communities**

**15<sup>th</sup> September 2016**

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**Background documents:** None

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

#### REPORT OF THE CORPORATE DIRECTOR – SOCIAL SERVICES AND WELLBEING

#### CHILDREN WITH DISABILITIES TRANSFORMATION PROGRAMME

##### 1.0 Purpose of Report

- 1.1 To inform Cabinet of the work that has been undertaken as part of the Children with Disabilities Transformation programme, and to request approval to implement the proposals and new models for specialist 52-week provision for children and young people with complex needs, and overnight short breaks services for children with disabilities

##### 2.0 Connection to Corporate Plan

- 2.1 This report links to the following improvement priorities in the Corporate Plan:

- Helping people to be more self-reliant;
- Smarter use of resources.

Plus the following background document:

- Medium Term Financial Strategy (MTFS).

##### 3.0 Background

- 3.1 In May 2015, a report was presented to Children and Young People Overview and Scrutiny Committee, to update members on children and young people who are educated outside of the Authority. Local delivery, instead of out of county delivery of Autistic Spectrum Disorder provision, was identified as a potential source of savings.
- 3.2 A multi-agency workshop took place in May 2015, involving colleagues from Adult Social Care, Children's Services, Abertawe Bro Morgannwg University Local Health Board (ABMU), CSSIW, Weston House, and Heronsbridge to discuss potential new models for short breaks and specialist 52-week provision. As a result, the Children with Disabilities Transformation Programme was established, to carry this important piece of work forward.
- 3.3 In July 2015, a report was presented to Cabinet, to inform them of the work being undertaken as part of the Children with Disabilities Transformation programme. Cabinet noted the progress that had been made to date, and approved a consultation exercise with staff and stakeholders, to inform the options for delivery of respite services and in-county accommodation in the future.

- 3.4 In November 2015, a report was presented to Children and Young People Overview and Scrutiny Committee, to update the Committee on the work being undertaken as part of the Children with Disabilities Transformation programme. The Committee requested that they receive a report on the developed options, so that Members can provide views on the options and also monitor the consultation process.
- 3.5 A further report was presented to Children and Young People Overview and Scrutiny Committee in July 2016, asking the Committee to provide views on the proposed new model for specialist 52-week provision for children and young people with complex needs, and as a consultee, provide views on the options considered and the proposed new model for overnight short breaks for children with disabilities.

#### **4.0 Current Situation**

##### **a. Out-of-County (OOC) High Cost Placements**

- 4.1 The aim for Bridgend County Borough Council (BCBC) is for children and young people to remain within their local community with family and friends. Ensuring stability and continuity in young people's lives is of key importance to promote resilience and build success in later years. This aim is also in keeping with the Social Services and Wellbeing (Wales) Act, which came into force in April 2016.
- 4.2 At present, there is no specialist 52-week provision available in-county for children and young people with complex needs. Therefore, when the needs, complexities and challenges of a young person escalate, and the family are struggling to cope and a 52-week accommodation service is required, the only option currently available is an OOC placement. Placing young children outside the county is not ideal for the child or their family as they have to move from their local area and these placements are expensive.
- 4.3 There is clearly a demand for specialist 52-week provision for children with disabilities locally, averaging 3 placements per year over the last 10 years, and it has been identified that they could have been placed and educated in-county, if there was specialist 52-week provision available in Bridgend.
- 4.4 Mapping and profiling recently undertaken also shows that there are a number of children and young people currently receiving other forms of care, whose needs and complexities are increasing to such a degree that 52-week specialist provision may be needed in the near future.
- 4.5 In light of the findings from this mapping and profiling exercise, we have spoken with families of children with disabilities about developing a 52 week provision within the County Borough of Bridgend and they have been very positive about this. Families have spoken about their upset and difficulties when their child has had to go outside of the Borough to have the necessary support.
- 4.6 A number of workshops and discussions have also taken place with local providers, in respect of scoping options and opportunities to work together to facilitate providing specialist 52-week provision, in-county. Findings from these multi-partner events have helped inform the development of potential models for specialist 52-week provision in moving forward.

- 4.7 Potential models considered for specialist 52-week provision for children and young people with complex needs are shown below:
- **Model 1** – commission an independent in-county provider to deliver specialist 52-week provision. Following market testing and detailed discussions with potential independent providers, it was concluded that there were limited opportunities to do this at this stage, and this option was discarded.
  - **Model 2** – refurbish and utilise buildings at Heronsbridge School in order to provide specialist 52-week provision in-county – with Heronsbridge staff delivering and staffing the service. This option was not feasible as there would be considerable registration and staffing implications for the school, and this option was discarded.
  - **Model 3** – refurbish and utilise buildings at Heronsbridge School in order to provide specialist 52-week provision in-county – BCBC delivering and staffing the service. Even withstanding the potential costs associated with undertaking the required works at the school, in light of the benefits to individuals and their families, and in light of the potential savings that could be made through not having to make high-cost OOC placements, this was the option that was endorsed by the project team who developed the options appraisal.
- 4.8 Based on the findings above, and following wider analysis and benchmarking that was undertaken, the Children with Disabilities Programme Board agreed to look into the feasibility and viability of refurbishing and utilising buildings at Heronsbridge School (Model 3), with BCBC providing the service, in greater detail.
- 4.9 In light of the costs associated with proceeding with the proposed new model at Heronsbridge School, a business case (which included an appraisal of those options identified above) was developed to help inform the financial viability of proceeding with this option, which has been consulted-upon with:
- School Modernisation Board
  - Heronsbridge School Board of Governors
  - Stronger Communities Connecting Services Board
- 4.10 Following endorsement of the proposal for specialist 52-week provision from the above boards, a capital bid of £286k was submitted to ensure funding is available to undertake the required works at identified Heronsbridge School properties, which was approved by Council in March 2016.
- 4.11 In response to acquiring this funding in 2016/17, a Project Board and Project Team have been established, and project plans have been developed, which can be implemented from October 2016, if officers are given approval by Cabinet to commence with the new model.
- 4.12 The proposed new model has been ratified by the Children with Disabilities Programme Board, which includes representation from departments across the Council, including; Children’s Services, Finance, Human Resources, as well as colleagues from ABMU, and Heronsbridge School.

4.13 In light of the information and findings identified above, the Children with Disabilities Programme Board are requesting Cabinet approval to implement 'Model 3 – specialist 52-week provision at Heronsbridge School, BCBC delivering the service'.

**b. Children with Disabilities – Short Breaks (respite) services**

4.14 Short breaks for Children with Disabilities are currently provided through a combination of services, including Bakers Way, Family Link (disabled respite foster carer service) and Direct Payments.

4.15 A review of short break services was undertaken in 2015/16, which found that the existing model is a high-cost, traditional model that provides limited flexibility for young people and their families, and in light of the requirements of the MTFs, it is an opportune time for the Council to consider alternative models for short breaks, in particular the service provided at Bakers Way.

4.16 Bakers Way provide an overnight short break service in the Bryncethin area of Bridgend. It is a five-bedded home which provides regular, planned short break overnight stays for disabled children and young people, aged 0-18 years. The home also provides an Outreach service, teaching independent living skills.

4.17 A more in-depth review of Bakers Way was then undertaken, which found that even though a valuable and quality service is being provided, there are some drawbacks, including high transport costs due to distance to Heronsbridge School, low occupancy levels on certain days, and high cancellation rates.

4.18 In response to the findings of the review, short-term service efficiencies have been implemented within Bakers Way in 2015/16, which have included introducing a new process to manage and monitor cancellations, reviewing transport arrangements and identifying closer links with Adult Social Care, and reviewing the rates charged for placements from other local authorities using Bakers Way.

4.19 Early engagement sessions then took place with pertinent staff and stakeholders, which helped to inform the development of an options appraisal for short breaks for children with disabilities in moving forward. The options initially considered are shown below:

- **Option 1** – remodelling overnight short breaks (Baker's Way)
- **Option 2** – commission the overnight service from an independent provider
- **Option 3** – stop providing the overnight service from Baker's Way

4.20 A public consultation was then undertaken between November 2015 and February 2016, to ensure everyone affected (including those who may use the service in the future) had an opportunity to co-produce and help shape the model in moving forward. Those consulted included:

- children and young people receiving the service at Baker's Way;
- their families/carers;
- families known to the Disabled Children's Team;
- Bakers Way staff team;
- Disabled Children's Team staff; and



- other pertinent stakeholders, including health colleagues.

4.21 The consultation received 71 responses from a combination of the consultation survey, two engagement events held on 4 November 2015, and bespoke consultation with children and young people who use the service. The main findings and feedback from the consultation events showed that respondents were:

- most supportive of remodelling overnight short breaks (97%);
- keen to ensure this did not stop overnight short breaks (85%); and
- keen to explore if the Outreach service could be extended

4.22 In response to this feedback, officers further developed the 'remodelling the overnight short breaks service' option, and drafted a new proposed model for the short breaks service at Baker's Way.

#### Proposed new model

- Continue to deliver the service from Baker's Way as a five bed home open from Tuesday to Saturday, with no overnight short breaks on Wednesdays
- The amendment would have no reduction to the number of nights an individual is able to stay at the property, which is based on their care & support plan
- During the holiday periods, the drop-off time will be 2.30pm, and the pick-up time will be 11.00am
- Should the proposal be introduced, it is expected that social interaction between users will improve as the property is used more efficiently and effectively
- An outreach (teaching independent living skills) service would be offered every Wednesday evening for ages 11+

#### Advantages

- 'Remodelling Baker's Way' proposal is a direct response to the initial consultation feedback from staff, parents, and children & young people
- An increased social interaction between the children and young people using Baker's Way – which is a key element on care & support plans
- A substantial cost saving whilst continuing the same number of overnight stays allocated for existing individuals
- An extended weekly outreach service to cover ages 11+, which is currently only offered every other week to cover ages 14+ only
- More appropriate pick-up (11am) and drop-off times (2.30pm) during holidays, meaning days can be better utilised for activities
- No home closure

#### Disadvantages

- Sunday, Monday and Wednesday would no longer be an option for overnight Short Breaks at Baker's Way – although short breaks on Wednesday evenings for those aged 11+ would be covered by extended outreach
- 90 minute reduction (equating to 7%) in the duration of an overnight stay over the holiday periods, due to the change in pick-up time from 1.30pm to 11am, and the change in drop-off time from 3.30pm to 2.30pm

- 4.23 As part of the communication and engagement plan that had been developed, officers attended a HR/Trade Union meeting in July, in order to inform them of the work undertaken to date, run through the proposed new model for Bakers Way, and advise of the next steps in moving forward.
- 4.24 During July and August 2016, further consultation took place with those staff and individuals identified above, in order to invite their views on the proposed new model for Bakers Way. A copy of the consultation document sent to staff and affected individuals in respect of the proposed new model, which provides more detail on the proposal, is provided as **Appendix A**.
- 4.25 The consultation received 10 responses (which equates to 14% when compared to the 71 individuals who responded to the first consultation exercise to help shape the new model), with eight being received from Bakers Way staff members, one from a family known to the Disabled Childrens Team who may need the service in the future, and one response being received from families/carers already receiving the service at Bakers Way.
- 4.26 The main findings and feedback received from the 10 consultation respondents in respect of the proposed new model showed that:
- There were some concerns raised by staff around the potential impact the changes may have on noise levels and working capacity
  - One third (33%) supported the new opening hours against over one half (56%) who disagreed. However, the one parental response received supported the new pick-up and drop-off times
  - Eight in ten (80%) agreed with the proposed changes to the Outreach Service
  - An alternative suggestion provided was to investigate how current staff could also be used to support users in a school setting
- 4.27 The feedback from this consultation has been considered, and the proposed new model has now been finalised and ratified by the Children with Disabilities Programme Board, which includes representation from departments across the Council, including Children's Services, Finance, Human Resources, as well as colleagues from ABMU, and Heronsbridge School.
- 4.28 In light of the information and findings identified above, the Children with Disabilities Programme Board are requesting Cabinet approval to implement the proposed new model for Bakers Way – as highlighted in paragraph 4.22.

#### Long-term plan for short breaks services

- 4.29 In order to ensure that short breaks services evolve and continue to be flexible in order to meet individuals' needs, some longer-term options are also being considered. These include looking at short breaks and emergency accommodation services across both Adult Social Care and Children's services, provided through an Alternative Delivery Model. This scoping work is still in its very early stages, and further update reports will be provided to relevant committees, as appropriate.

## **5.0 Effect upon Policy Framework and Procedure Rules**

- 5.1 There is no impact on the policy framework and procedure rules.

## 6.0 Equality Impact Assessment

- 6.1 An EIA screening has been completed in consultation with the Equalities Officer, the conclusion being that a Full EIA will need to be undertaken within 3 years of this initial EIA Screening. This will give officers an opportunity to implement and embed the new models of care, before a full assessment is completed; identifying how effective it has been, who has been affected, and if there are any EIA implications as a result of implementing the new models of care.

## 7.0 Financial Implications

- 7.1 Development of the specialist 52-week provision for children and young people with complex needs (and therefore avoiding the need to make high-cost out-of-county placements) will contribute towards the following savings target included within the MTFS:

MTFS	2015/16	2016/17	2017/18	TOTAL
CH25 Reduction in Safeguarding LAC	-	£357k	£260k	£617k

- 7.2 The remodelling of the overnight short break service provided at Baker's Way will contribute towards the following savings target:

MTFS	2015/16	2016/17	TOTAL
CH22 Remodelling Children's Respite & Residential Care	£200k	£200k	£400k

- 7.3 It has been estimated that through implementing the new model for Bakers Way, with the home being closed on Sundays and Mondays and offering an evening Outreach service on Wednesdays, an annual saving in the region of £100k could be made, against a budget of £430k in 2016/17.
- 7.4 It is not anticipated that there will be any redundancy costs in implementing the proposed new model for Bakers Way. However, this detail will be ascertained when undertaking formal consultation with staff, which will be undertaken should officers be given approval to implement the new model.
- 7.5 It is anticipated that having an in-county provision could potentially offer cost savings against existing high-cost OOC placements, as well as enabling a reduction in the dependence on high-cost placements in future years.
- 7.6 It is also anticipated that there may be potential for income generation from neighbouring local authorities, as there is limited specialist 52-week provision for children and young people with complex needs across the South Wales region.
- 7.7 It has been estimated that the new specialist 52-week provision will have a recurring revenue cost in the region of £300k per annum. It has been forecast that the planned reduction in out-of-county placement costs will be sufficient to fund the new service, and also contribute towards the savings target identified above in paragraph 7.1.

## **8.0 Recommendation**

### 8.1 Cabinet is requested to:

- Note the information contained in this report;
- Approve the proposed new model for specialist 52-week provision for children and young people with complex needs;
- Approve the proposed new model for Bakers Way, which provides overnight short breaks for children with disabilities

#### **Susan Cooper**

Corporate Director – Social Services and Wellbeing  
September 2016

## **9.0 Contact Officers**

Pete Tyson – Commissioning, Social Services and Wellbeing  
01656 642667  
peter.tyson@bridgend.gov.uk

## **10.0 Background documents**

None

# Short breaks services

## Consultation document

**Date of issue:** 08 July 2016

**Action required:** Responses by 15 August 2016

**Tel:** (01656) 643 664

**Email:** [consultation@bridgend.gov.uk](mailto:consultation@bridgend.gov.uk)

**Web:** [www.bridgend.gov.uk/consultation](http://www.bridgend.gov.uk/consultation)

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## Overview

This consultation is to invite views on the proposal to review short breaks services held at Baker's Way in Sarn, Bridgend for children and young people with disabilities.

## How to respond

This consultation period will begin on the **08 July 2016** and close the **15 August 2016**.

You can respond or ask further questions in the following ways;

**Tel:** (01656) 643 643

**Email:**

Andrew.Harris@bridgend.gov.uk

**Online:** [Click here](#) or visit:

[www.bridgend.gov.uk/consultation](http://www.bridgend.gov.uk/consultation)

**Post:** Communications, Marketing and Engagement, Wing 3, Ravens Court, Brewery Lane, Bridgend, CF31 4AP.

Alternative formats are also available upon request.

## Data protection

How we use the views and information you share with us

All responses received by Bridgend County Borough Council will be seen in full by its staff members involved in the consultation process. The information may also be seen by other departments within the council or local service board members to help improve upon the services provided.

The council may also use the information gathered to publish subsequent documents both directly and indirectly linked to this consultation, however the Council will never disclose any personal information such as names or addresses that could identify an individual.

If you do not wish for your opinions to be publicised, please state so in your response.

## Related documents

For more information on consultations in Bridgend County Borough or how to join our Citizens' Panel.

**Visit:**

[www.bridgend.gov.uk/consultation](http://www.bridgend.gov.uk/consultation)

## The proposal

After early engagement and consultation with staff, parents/families, children & young people who use the service, and interested residents of the county borough, it is proposed to amend the current overnight short breaks service provided at Baker's Way, Sarn in order to deliver a more appropriate service which is based on needs, and to make better use of the resources available.

It is proposed to continue to deliver the service from Baker's Way as a five bed home open from Tuesday to Saturday, with no overnight short breaks on Wednesdays. The amendment would have no reduction to the number of nights an individual is able to stay at the property, which is based on their care & support plan. During the holiday periods, the drop-off time will be 2.30pm, and the pick-up time will be 11.00am. Should the proposal be introduced, it is expected that social interaction between users will improve as the property is used more efficiently and effectively. An outreach (evening) service would be offered every Wednesday to ages 11+.

## Why has this proposal been brought forward?

Under the current model the property is underutilised with occupancy levels only at circa 65% in 2015/16. This underutilisation adds additional costs to the service whilst also impacting negatively on the children and young people's experience of social interaction when using the service, which is a key part of their care & support plans when using Baker's Way.

After an initial consultation with users, parents, staff and interested residents of the borough 97 per cent were supportive of a remodelling of the service.

## What are the advantages if the proposal goes ahead?

If the proposal were to be accepted the following benefits would be realised:

- ▶ Proposal is a direct response to the feedback from staff, parents, and children & young people who use the service i.e. Remodelling Baker's Way and extending outreach were all suggested as part of the initial consultation.

- ▶ An increased social interaction between the children and young people using Baker's Way – which is a key element on care & support plans.
- ▶ A substantial saving whilst continuing the same number of overnight stays allowed for any existing individuals.
- ▶ An extended weekly outreach service to cover ages 11+, which is currently only offered every other week to cover ages 14+ only.
- ▶ More appropriate pick-up (11am) and drop-off times (2.30pm) during holidays, meaning days can be better utilised for activities.
- ▶ No home closure.

## What are the potential risks if the proposal goes ahead?

If the proposal were to be introduced the following risks would be realised:

- ▶ Sunday, Monday and Wednesday would no longer be an option for overnight Short Breaks at Baker's Way. Although short breaks on Wednesday evenings for those aged 11+ would be covered by extended outreach.
- ▶ 90 minute reduction (equating to 7%) in the duration of an overnight stay over the holiday periods, due to the change in pick-up time from 1.30pm to 11am, and the change in drop-off time from 3.30pm to 2.30pm.

## Impact Assessments

### Equality Impact Assessment

As part of the overall process, the council has a duty to consider the implications of any proposal on all members of the local community who may be affected unfairly as a result of the proposal being carried out. An initial screening has been made of the potential for inequality of opportunity arising from these proposals and it indicates that a full equalities impact assessment will be required in due course. If you have any views on the potential of this proposal to affect any groups or individuals either

positively or adversely, then we would welcome your comments as part of this consultation.

## Land and buildings

Baker's Way would continue to be used as the venue for the short break service.

## Other considerations

As part of the initial consultation, respondents were given three indicative options regarding the future of the service:

- ▶ Stop providing overnight short breaks  
i.e. We stop providing the overnight element and provide evening only
- ▶ Commission the service from another provider  
i.e. BCBC pay another provider to do it for us
- ▶ Remodel overnight short breaks  
i.e. BCBC continue to provide the service, but change how we do it

Respondents were then asked two key questions:

- ▶ Which of these indicative options would be **most** favourable to you?
- ▶ Which of these indicative options would be **least** favourable to you?

		Most favourable	Least favourable
Stop providing overnight short breaks	%	3.0	84.8
Commission the service from another provider	%	0.0	6.1
Remodel overnight short breaks	%	97.0	9.1

Respondents were most supportive of remodelling overnight short breaks (97%), but were keen to ensure this did not stop overnight short breaks (85%).

As a result of these findings, and following further benchmarking and analysis undertaken, the options to 'stop providing overnight short breaks' and 'commission the service from another provider' were discounted.

### 'Remodel overnight short breaks' options

Before developing the proposal identified above, other 'remodelled overnight short breaks' options were also considered, discounted alternatives included:

## Family link model

The proposal to stop providing a communal overnight short break service and utilise Family Link instead. As there is no capacity within Family Link and the model would not meet the social interaction element on individual's care & support plans, the model has been discounted.

## Relocate to alternative building

The proposal to relocate the service from Baker's Way to an alternative building in order to reduce costs was not possible, as there are no buildings with five beds available for a year round short breaks provision.

## Finance

This proposal will help us meet service delivery requirements after acknowledging the requirements of families, whilst also remaining in line with the Council's financial strategy.

## The consultation and statutory process

The consultation process will be completed by **15 August 2016** and the outcomes, which will be incorporated into the proposal where possible, will be reported to a Cabinet meeting.

The provisional timetable and procedure are as follows:

Activity	Date
Consultation period where we welcome your views and observations on the proposal*.	08 July 2016 – 15 August 2016
Consultation Report to Cabinet on the outcomes of the consultation.	September 2016
Publish Consultation Report on BCBC website, hard copies available on request.	September 2016
Potential implementation.	January 2017

## How do you make your views known?

If you have any further questions regarding this proposal, wish to put your views in writing, suggest alternative proposals or request a copy of the consultation report when published, please contact (using the attached pro forma):

**Post:** Communications, Marketing and  
Engagement  
Wing 3, Ravens Court  
Brewery Lane  
Bridgend  
CF31 4AP

**Email:** [Consultation@bridgend.gov.uk](mailto:Consultation@bridgend.gov.uk)

**Online:** [Click here](#)

**Tel:** (01656) 643 664

Alternative formats are also available upon request.

All views must be received by no later than **15 August 2016**



## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

### REPORT OF THE HEAD OF FINANCE

#### CAPITAL PROGRAMME 2016-17 TO 2025-26

#### 1. Purpose of Report.

- 1.1 The purpose of this report is to update Cabinet on the current capital programme and to seek approval to present a report to 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 was amended through reports to Cabinet and Council in May and July 2016 to reflect funding changes to some schemes, slippage from 2015-16, additional external funding approvals and new capital investment requirements identified. The latest capital programme as approved by Council is attached as **Appendix 1** for information.

#### 4. Current situation / proposal.

- 4.1 The reports to Cabinet and Council in May highlighted that officers were working with the Welsh Government on updating the project costs and funding profiles for individual schemes in the 21st Century Schools Programme. Where changes have been identified following rigorous feasibility work, revised Strategic Outline Programmes (SOPs) have been submitted to Welsh Government for approval for additional funding to meet the increased costs. However, as stated in the May reports, this also requires the Council to provide additional matched funding to enable the schemes to be completed. Approval was provided for additional funding for Mynydd Cynffig Primary school in July 2016, and a report was presented to Cabinet in September outlining a virement of £1.2 million from the 21<sup>st</sup> Century Schools scheme to provide for children with Autistic Spectrum Disorders (ASD) to the Garw Valley South scheme. There is one further scheme within Band A of the 21st Century Schools Programme where the total scheme envelope has increased from the current profile in the capital programme, and further detail on this scheme is provided below. In addition, there are a number of other schemes which require amendment or consolidation within the capital programme, and they are also outlined below.

## 4.2 Pencoed Primary School

In 2010 Cabinet determined to cease to maintain Heol-y-Cyw Primary School and to make a prescribed alteration to Pencoed Primary School to enable it to provide 3-11 year old provision on a split site basis from the Heol Y Cyw and Pencoed premises until the end of the Summer Term 2014, or upon completion of the new building for Pencoed Primary School. Cabinet also resolved to change the catchment area of Pencoed Primary School to include the catchment area of the former Heol Y Cyw Primary School.

The condition and sufficiency of Pencoed Primary's buildings is poor overall (they are mainly a mixture of those originally built for infant, junior and secondary provision in the early 1900s). Currently children have to cross an extremely busy main road at the Pencoed site, many times a day, to access some classrooms, gym, dining facilities and the school playing fields.

The site of Pencoed Primary's school playing fields has been identified as sufficient in size to enable a new replacement school to be located, enabling the staff and pupils from three sites to be accommodated within one school on a self-contained site. The new school will consist of a two storey building and will be built to 'BREEAM Excellent' standard and be suitable and sufficient for the delivery of the curriculum in the 21st Century.

Welsh Government had already approved the Council's Strategic Outline Programme for the school. However, when it was submitted, the budget requirement for the scheme at that time was estimated at £8.8 million. Subsequent to detailed design work which has been undertaken recently it has become apparent that the scheme budget requirement is now £10.883 million. The increased budget requirement is because the site access and topographical issues highlighted as potential risks in the original Strategic Outline Case for the programme as a whole have become issues requiring engineering solutions (e.g. retaining walls due to site levels).

A revised Strategic Outline Programme for the scheme has been submitted and Welsh Government has approved additional matched funding of £1.25 million, with the Council to provide the remaining £750,000.

In addition, similar to other school schemes within the 21st Century Schools Programme, there are also additional highways requirements to enable the scheme to progress. 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. The estimated cost of these works for Pencoed Primary School is £310,000.

In the reports to Cabinet and Council in May, approval was given to ring fence the next available capital receipts up to £1.5 million to ensure that the programme is not delayed. There have been a number of disposals to date in 2016-17, and coupled with a balance of funding on the revenue contribution to capital earmarked reserve, there is sufficient funding to meet this requirement.

#### 4.3 **Garw Valley South Primary School**

A report was presented to Cabinet in September 2016 advising that the Chief Executive had, under his delegated functions, made a revision to the capital programme to reflect an increased budget for the proposed Garw Valley South scheme of £1.2 million and a corresponding reduction in the capital budget for the ASD scheme within the Band A funding envelope of the 21st Century Schools Programme. The report outlined the reason for the virement, including the outcome of the tender process, work undertaken by the design team since the tender deadline, and discussions with Welsh Government on the proposed transfer of funds. This virement is now built into the revised capital programme at **Appendix 2**.

#### 4.4 **Multi Purpose Hub at Coleg Cymunedol y Dderwen (CCYD)**

In May 2016 Council approved capital funding to create an open plan environment within the North locality hub based at CCYD to allow for more integration and greater numbers of staff to work from this location. It was originally envisaged that this project would cost £40,000 and an earmarked reserve was set aside during the 2015-16 closing of accounts to meet the cost, as a revenue contribution to capital. However, following receipt of tenders, it became apparent that the full cost would be £73,000, an additional £33,000. Given the pressing timescale to complete the works during the school summer holidays, a decision was taken under delegated powers (Scheme B1, paragraph 2.1) to authorise an increase in the Council's capital budget for the remodelling to the Hub offices to £73,000, with the additional cost met from the directorate revenue budget. This revised budget is included within the current capital programme.

#### 4.5 **Community Route between Pencoed and Heol y Cyw**

A report was presented to Cabinet in September 2016 seeking approval for the creation of a community route between Pencoed and Heol y Cyw, funded through a Section 106 agreement, and the subsequent adoption of the proposed route as a highway maintainable at the public expense. It also outlined progress in respect of the Section 106 agreement (P/06/1588/FUL) and the agreed purpose of the funding, totaling £242,000, including road improvement, junction improvements, vehicle actuated signage and pedestrian improvements. This part of the scheme, which is estimated to cost £61,000, is included in the revised programme attached at **Appendix 2**.

#### 4.6 **Land at Aberfield Playing Fields**

The Council has received funding of £11,300 in respect of an easement enabling the laying of cabling over land at Aberfields Playing Fields. This has been formalised through a deed of agreement which requires that the area is reinstated after the works are completed. The Parks department has requested that this receipt be used for infrastructure improvements at the Aberfields site.

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 programme approved in July 2016, is attached as **Appendix 2** to this report. The main variations and new approvals include:

- Budgets for a number of schemes within the 21<sup>st</sup> Century Schools programme have moved into 2017-18 following receipt of updated spend profiles from cost consultants. This includes Garw Valley South, Brynmenyn Primary and Pencoed Primary.
- New transport grant approval (£1.947 million) for schemes on the A48/A473 Link Road, safe routes to schools and the Metro National Cycle Network.
- Inclusion of £297,000 in respect of the construction of a car park in Brackla, as part of the first phase of the Park and Ride scheme, following planning approval in July 2016, funded from S106 contributions.
- Provision of £500,000 for replacement of fleet vehicles, funded from prudential borrowing.
- The release of an additional £30,000 from within the VVP programme, to maximise the allocation of Welsh Government grant, following realignment of funding across financial years.

## **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.**

It is recommended that Cabinet approves that the revised Capital Programme be submitted to Council for approval.

**Randal Hemingway**  
**Head of Finance**  
**October 2016**

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**Background documents:**

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

**Report to Cabinet 10 May 2016:** Capital Programme 2016-17 to 2025-26

**Report to Council 18 May 2016:** Capital Programme 2016-17 to 2025-26

**Report to Cabinet 5 July 2016:** School Modernisation Programme - Mynydd Cynffig Primary School

**Report to Council 6 July 2016:** School Modernisation Programme - Mynydd Cynffig Primary School

**Report to Cabinet 6 September 2016:** School Modernisation – Garw Valley South

**Report to Cabinet 6 September 2016:** Proposed Community Route between Pencoed and Heol y Cyw

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	Total Costs to 31-3-16 £'000	May 2016 £'000	2016-17					FUTURE YEARS										CUMULATIVE
			New Approvals £'000	Vire £'000	Slippage 2015-16 £'000	Slippage 2017-18 £'000	Revised 2016/17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-2021 £'000	2021-2022 £'000	2022-2023 £'000	2023-2024 £'000	2024-2025 £'000	2025-2026 £'000	Total 2016 - 2026 £'000	
<b>Culture</b>																		
Bryngarw House	23	-	-	-	5	-	5	-	-	-	-	-	-	-	-	-	-	5
Healthy Living Minor Works Cornelly CC Boiler	27	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Healthy Living Minor Works - Newbridge Fields	-	-	-	-	25	-	25	-	-	-	-	-	-	-	-	-	-	25
Library Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Berwyn Centre	-	200	-	-	-	-	200	-	-	-	-	-	-	-	-	-	-	200
Pyle Life Centre	28	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Communities</b>	<b>32,692</b>	<b>30,236</b>	<b>-</b>	<b>96</b>	<b>1,120</b>	<b>-</b>	<b>31,452</b>	<b>9,665</b>	<b>7,721</b>	<b>7,385</b>	<b>5,570</b>	<b>4,450</b>	<b>4,450</b>	<b>4,450</b>	<b>4,450</b>	<b>4,450</b>	<b>4,450</b>	<b>84,043</b>
<b>Operational &amp; Partnership Services</b>																		
Community Care Information System	6,584	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Investment in ICT	-	300	-	-	-	-	300	-	-	-	-	-	-	-	-	-	-	300
Digital Transformation	-	2,500	-	-	-	-	2,500	-	-	-	-	-	-	-	-	-	-	2,500
<b>Total Operational &amp; Partnership Services</b>	<b>6,584</b>	<b>2,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,800</b>
Unallocated	-	-	-	-	-	-	-	-	-	-	696	1,816	1,816	1,816	1,816	1,816	1,816	9,776
<b>Total Expenditure</b>	<b>105,076</b>	<b>48,141</b>	<b>-</b>	<b>-</b>	<b>1,292</b>	<b>97</b>	<b>49,530</b>	<b>33,534</b>	<b>10,284</b>	<b>7,513</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>138,637</b>
<b>Expected Capital Resources</b>																		
<b>General Capital Funding</b>																		
General Capital Funding - General Capital Grant		2,382	-	-	-	-	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	23,820
General Capital Funding - Supported Borrowing		3,914	-	-	-	-	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	39,140
Capital Receipts - Schools		1,372	-	-	68	-	1,440	10,242	126	92	-	-	-	-	-	-	-	11,900
Capital Receipts - General		10,870	-	220	629	97	11,376	753	163	764	-	-	-	-	-	-	-	13,056
Earmarked Reserves		10,807	-	-	25	-	10,832	800	100	50	-	-	-	-	-	-	-	11,782
Revenue Contribution		-	-	-	3	-	3	935	-	-	-	-	-	-	-	-	-	938
Prudential Borrowing (unsupported)		1,577	-	220	216	-	1,581	-	-	-	-	-	-	-	-	-	-	1,581
Local Govt Borrowing Initiative (21st Century Schools)		1,450	-	-	-	-	1,450	2,597	1,323	-	-	-	-	-	-	-	-	5,370
Loan - WG		2,400	-	-	-	-	2,400	-	-	-	-	-	-	-	-	-	-	2,400
<b>Sub-Total General Capital Funding</b>		<b>34,772</b>	<b>-</b>	<b>-</b>	<b>509</b>	<b>97</b>	<b>35,378</b>	<b>21,623</b>	<b>8,008</b>	<b>7,202</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>109,987</b>
<b>External Funding Approvals</b>																		
WG - Flying Start		-	-	-	32	-	32	-	-	-	-	-	-	-	-	-	-	32
WG - Other		-	-	-	312	-	312	2,250	60	-	-	-	-	-	-	-	-	2,622
WG - 21st Century Schools		4,350	-	-	-	-	4,350	8,673	-	-	-	-	-	-	-	-	-	13,023
WG - Vibrant & Viable		2,269	-	-	-	-	2,269	-	-	-	-	-	-	-	-	-	-	2,269
S106		768	-	-	93	-	675	228	-	-	-	-	-	-	-	-	-	903
Transport Grant		-	-	-	262	-	262	-	-	-	-	-	-	-	-	-	-	262
Heritage Lottery Fund (HLF)		100	-	-	270	-	370	395	1,119	311	-	-	-	-	-	-	-	2,195
Big Lottery		248	-	-	-	-	248	-	-	-	-	-	-	-	-	-	-	248
EU		127	-	-	-	-	127	365	1,097	-	-	-	-	-	-	-	-	1,589
Other		5,507	-	-	-	-	5,507	-	-	-	-	-	-	-	-	-	-	5,507
<b>Sub-Total External Funding Approvals</b>		<b>13,369</b>	<b>-</b>	<b>-</b>	<b>783</b>	<b>-</b>	<b>14,152</b>	<b>11,911</b>	<b>2,276</b>	<b>311</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,650</b>
<b>Total Funding Available</b>		<b>48,141</b>	<b>-</b>	<b>-</b>	<b>1,292</b>	<b>97</b>	<b>49,530</b>	<b>33,534</b>	<b>10,284</b>	<b>7,513</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>138,637</b>
<b>Funding Shortfall/Surplus</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Glossary of terms**

WG - Welsh Government

EU - European Union

S106 - Section 106 of the Town and Country Planning Act 1990

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<b>Expected Capital Resources</b>												
<b>General Capital Funding</b>												
General Capital Funding - General Capital Grant		2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	2,382	23,820
General Capital Funding - Supported Borrowing		3,680	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	3,914	38,906
Capital Receipts - Schools		1,100	12,437	55	98	-	-	-	-	-	-	13,690
Capital Receipts - General		11,167	753	79	758	-	-	-	-	-	-	12,757
Earmarked Reserves		9,082	2,750	100	50	-	-	-	-	-	-	11,982
Revenue Contribution		36	935	-	-	-	-	-	-	-	-	971
Prudential Borrowing (Unsupported)		1,448	-	-	-	-	-	-	-	-	-	1,448
Local Govt Borrowing Initiative (21st Century Schools)		-	2,597	1,323	-	-	-	-	-	-	-	3,920
Loan - WG		2,400	-	-	-	-	-	-	-	-	-	2,400
<b>Sub-Total General Capital Funding</b>		<b>31,295</b>	<b>25,768</b>	<b>7,853</b>	<b>7,202</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>109,894</b>
<b>External Funding Approvals</b>												
WG - Flying Start		32	-	-	-	-	-	-	-	-	-	32
WG - Other		312	2,250	60	-	-	-	-	-	-	-	2,622
WG - 21st Century Schools		2,700	13,023	-	-	-	-	-	-	-	-	15,723
WG - Vibrant & Viable		2,269	-	-	-	-	-	-	-	-	-	2,269
WG - CADW		500	-	-	-	-	-	-	-	-	-	500
S106		1,033	228	-	-	-	-	-	-	-	-	1,261
Transport Grant		1,695	-	-	-	-	-	-	-	-	-	1,695
Heritage Lottery Fund (HLF)		370	395	1,119	311	-	-	-	-	-	-	2,195
Big Lottery		262	-	-	-	-	-	-	-	-	-	262
EU		127	365	1,097	-	-	-	-	-	-	-	1,589
Other		5,507	-	-	-	-	-	-	-	-	-	5,507
<b>Sub-Total External Funding Approvals</b>		<b>14,807</b>	<b>16,261</b>	<b>2,276</b>	<b>311</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,655</b>
<b>Total Funding Available</b>		<b>46,102</b>	<b>42,029</b>	<b>10,129</b>	<b>7,513</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>6,296</b>	<b>143,549</b>
<b>Funding Shortfall/Surplus</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Glossary of terms**

WG - Welsh Government

EU - European Union

S106 - Section 106 of the Town and Country Planning Act  
1990

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

#### JOINT REPORT OF THE CORPORATE DIRECTOR – EDUCATION AND FAMILY SUPPORT AND HEAD OF FINANCE

#### SCHOOL MODERNISATION – PENCOED PRIMARY, INVITATION TO TENDER AND CONTRACT AWARD

##### 1. Purpose of Report

The purpose of this report is to:

- 1.1 Obtain approval to invite tenders for the construction of the new Pencoed Primary School
- 1.2 Delegate authority to the Corporate Director, Education and Family Support to award a contract to the bidder submitting the most economically advantageous tender for the construction of the new Pencoed Primary School, subject to the tender price being acceptable to the S151 Officer and receipt of Welsh Government funding approval;
- 1.3 Delegate authority to the Corporate Director, Education and Family Support to enter into a construction contract with the successful tenderer and any relevant ancillary agreements in consultation with the Director of Operational and Partnership Services and arrange for execution of the same on behalf of the Council;
- 1.4 Note that an information report will be presented to Cabinet in due course, advising of the outcome of the tender process.

##### 2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 This report supports the following priorities in the Corporate Plan 2016 - 2020:
  - Supporting a successful economy, and
  - Smarter use of resources.
- 2.2 The Council aims to help all young people to thrive and make the best of their talents. One of the barriers to achieving this aim that the Council has identified is a serious need to modernise our schools.
- 2.3 In March 2015, the Council set out 5 key principles to inform the organisation and modernisation of our schools:

1. Commitment to high standards and excellence in provision
2. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend
3. Inclusive schools, which cater for the learning needs of all their pupils
4. Community focussed schools, where the school actively engages with its local community
5. Value for money

### **3. Background**

- 3.1 On the 16<sup>th</sup> September 2014 Cabinet agreed to participate and be a signatory to the South East Wales Schools Capital Procurement Framework (SEWSCAP Framework) for a four year period, commencing April 2015.
- 3.2 On 6<sup>th</sup> September 2016 Cabinet approved the proposal to make a regulated alteration to Pencoed Primary School, by relocating the school, including the Heol y Cyw campus, to a new build school on the site of Pencoed Primary School playing fields at Penprysg Road, Pencoed with effect from 1st April 2018.
- 3.3 A planning application for the new school (reference P/16/603/BCB) was submitted on 28<sup>th</sup> July 2016; it is anticipated that a decision will be made regarding the application in due course.

### **4. Current Situation**

- 4.1 The tender process for the SEWSCAP Framework was undertaken and administered by Rhondda Cynon Taff County Borough Council, in conjunction with Capita Glamorgan on behalf of all participating Councils, of which Bridgend are one.
- 4.2 Due to the way in which BCBC has developed the in-house design of the Pencoed Primary scheme within the School Modernisation programme, it is necessary to use the JCT Standard Form of Contract with Quantities 2011 edition.
- 4.3 The Strategic Outline Case, which has received approval by Welsh Government, indicated that the SEWSCAP Framework would be used as the procurement route for the scheme. Rhondda Cynon Taff County Borough Council has issued an amendment notice to allow the inclusion of the JCT 2011 Standard Form of Contract with quantities contract within the framework.
- 4.4 Rhondda Cynon Taff County Borough Council is currently working to formalise the use of JCT with Quantities under SEWSCAP 2 and have stated that they envisage the process will be complete in time for the invitation to tender date, which is anticipated to be 1st November 2016 for the Pencoed Primary School

scheme. The procurement process will consist of a mini-competition undertaken in accordance with the terms of the SEWSCAP 2 Framework. However, should the framework be unavailable, the Council will need to undertake a full OJEU tender process, subject to permission for such a process being received from Welsh Government.

- 4.5 As the value of the contract will be above £5 million, Cabinet is required both to invite tenders and to award a contract, following the procurement process, to the most economically advantageous tender, in accordance with the Council's Scheme of Delegation.
- 4.6 Unfortunately, the timetable for the scheme's procurement process will result in the contract having to be awarded *after* 30<sup>th</sup> November 2016 (when the tender exercise will complete) but *early* enough in December 2016 for contractor mobilisation to have occurred ready for a January 2017 start on site. There are no Cabinet meetings scheduled which would facilitate the submission of a separate report detailing the outcome of the tender process and seeking permission to award the contract, in time to meet these scheme critical milestone dates
- 4.7 In addition, Cabinet should be aware that the scheme timetable is restrictive as the construction contract is part funded by Welsh Government and Welsh Government has set the timetable by which the funding must be spent. There is a risk that if the spend profile is not met for this financial year then the Council may lose this funding. On that basis, Cabinet is requested to delegate authority to the Corporate Director – Education and Family Support to award a contract to the bidder submitting the most economically advantageous tender, subject to the cost of the overall scheme being within the budget available for the project and to the caveats set out in paragraph 8 below.

## **5. Effect upon Policy Framework & Procedure Rules**

- 5.1 This report has no effect on Policy Framework and Procedural Rules.

## **6. Equality Impact Assessment**

- 6.1 The Council's Equalities Impact Assessment Toolkit has been utilised which indicates that the proposal would have no impact on specific equality groups.

## **7. Financial Implications**

- 7.1 The cost of the tender exercise will be met from within existing resources.
- 7.2 The anticipated cost of the proposed new Pencoed Primary School will be funded by the Council and Welsh Government under the 21st Century Schools Programme for which the Authority has received Welsh Government 'approval in principle'. The current budget for the scheme in the Capital Programme approved by Council is £8.8 million. However, as referred to in the reports to Cabinet and Council in May on the Capital Programme, the total scheme cost is likely to exceed that amount due to site abnormalities (e.g. construction of

retaining walls and cut and fill exercises due to ground conditions/site levels, drainage works required to adequately attenuate and drain surface water into culverts) , rising construction costs and highways requirements outside of the scope of Welsh Government 21st Century Schools funding (e.g. access junction works required in order to provide a highway access to the school site which meets modern safety standards). An application has been made to Welsh Government for additional funding towards the scheme, and an agreement "in principle" has been secured. A further report will be presented to Cabinet and Council in October by Finance to seek additional Council funding to meet the remaining shortfall in scheme costs. The contract following the tender process will not be awarded until all funding sources have been secured. The total estimated budget envelope required for the entire Pencoed Scheme, including all costs (such as furniture and equipment, fees, construction, groundworks, decant, highways works etc.) is £11.1 million.

- 7.3 Some highways works are expected to be required to ensure safe access to the new school, but guidance from the Welsh Government explicitly states that “where a capital project requires works to be done to improve highways access to the school this would not qualify for Welsh Government grant, and would fall to the Local Authority to fund”. The highways works are currently estimated to cost in the region of £300,000, and are included as a separate scheme within the capital programme. Welsh Government committed to fund half of the original total programme costs for the eligible elements of the scheme with the rest coming from Council resources, including capital receipts that Council has agreed will be ring fenced for the School Modernisation Programme.

## **8. Recommendation**

- 8.1 Cabinet is recommended to:

8.1.1 Authorise the invitation of tenders for the construction of the new Pencoed Primary School

8.1.2 delegate authority to the Corporate Director, Education and Family Support to award the contract to the bidder submitting the most economically advantageous tender , subject to the tender price being acceptable to the s151 Officer and subject to receipt of Welsh Government funding approval;

8.1.3 subject to the contract being awarded in accordance with paragraph 8.1.2 above, delegate authority to the Corporate Director, Education and Family Support to enter into a construction contract and any relevant ancillary agreements thereto, in consultation with the Director of Operations and Partnerships and arrange for execution of the same on behalf of the Council;

8.1.4 Note that Cabinet will in due course receive an information report detailing the outcome of the tender process.

Deborah McMillan  
Corporate Director – Education and Family Support

Randal Hemmingway  
Head of Finance

**Contact Officer:** Nicola Echanis  
Head of Education and Early Help

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Bridgend, CF31 4WB

Background Papers:

Cabinet Report, 16<sup>th</sup> September 2014 “CONTINUED SUPPORT OF THE SOUTH EAST WALES SCHOOLS CAPITAL PROCUREMENT FRAMEWORK (SEWSCAP)”

Overview and Scrutiny Committee: Children and Young People’s Report February 9<sup>th</sup> 2009: SCHOOLS OF THE FUTURE – THE SCHOOL MODERNISATION PROGRAMME

Cabinet Report 28<sup>th</sup> April 2009: SCHOOLS OF THE FUTURE – THE SCHOOL MODERNISATION PROGRAMME OVERVIEW AND PROGRESS

Cabinet Report 16<sup>th</sup> May 2009: SCHOOLS OF THE FUTURE – THE SCHOOL MODERNISATION PROGRAMME OVERVIEW AND PROGRESS

Cabinet Report, 14<sup>th</sup> July. 2009, “SCHOOL MODERNISATION PROGRAMME: PHASE 1 3-11 LEARNING PROVISION IN THE PENCOED AREA”

Cabinet Report 7<sup>th</sup> September 2010 - SCHOOL MODERNISATION PROGRAMME: PROPOSED CHANGES IN 3 – 11

Cabinet Report 2<sup>nd</sup> November 2010 SCHOOL MODERNISATION PROGRAMME: THE OUTCOME OF CONSULTATIONS ON PROPOSED CHANGES TO HEOL Y CYW AND PENCOED PRIMARY SCHOOLS

Cabinet Report 2<sup>nd</sup> November 2010: “THE SCHOOL MODERNISATION PROGRAMME OVERVIEW AND BRIDGEND’S 21<sup>ST</sup> CENTURY SCHOOLS’ STRATEGIC OUTLINE PROGRAMME SUBMISSION TO WELSH ASSEMBLY GOVERNMENT”

Cabinet report 21<sup>st</sup> February 2012: "SCHOOL MODERNISATION PROGRAMME: BRIDGEND'S 21<sup>ST</sup> CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME REVISED BAND A SUBMISSION TO WELSH GOVERNMENT"

Cabinet Report 3rd March 2015: "PRINCIPLES DOCUMENT"

Cabinet Report 16<sup>th</sup> February 2016: "PROPOSAL TO CONSULT ON A REGULATED ALTERATION TO PENCOED PRIMARY SCHOOL"

Cabinet Report 7<sup>th</sup> June 2016: SCHOOL MODERNISATION PROGRAMME: OUTCOME OF CONSULTATIONS ON PROPOSAL TO MAKE A REGULATED ALTERATION TO PENCOED PRIMARY SCHOOL

Cabinet Report 6<sup>th</sup> September 2016: SCHOOL MODERNISATION PROGRAMME: OUTCOME OF PUBLIC NOTICE ON PROPOSAL TO MAKE A REGULATED ALTERATION TO PENCOED PRIMARY SCHOOL

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

#### REPORT BY THE DIRECTOR OF EDUCATION AND FAMILY SUPPORT

#### APPOINTMENT OF LOCAL AUTHORITY GOVERNORS

##### 1. Purpose of Report

- 1.1 The purpose of this report is to seek approval from Cabinet for the appointment of Local Authority (LA) governors to the school governing bodies listed in paragraph 4.1 and 4.2.

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

- 2.1 The work of LA governors supports the raising of educational standards and the well-being of children, young people and their local communities. In particular, their work contributes to the corporate priority:

- Supporting a successful economy.

##### 3. Background

- 3.1 In accordance with the council's '*Guidance on the appointment of local education authority governors*' approved by Cabinet on the 14<sup>th</sup> October 2008, an officer panel from the Education and Family Support Directorate met on Monday 5<sup>th</sup> September 2016 to consider applications received for current and forthcoming vacancies of LA Governors on governing bodies (see paragraphs 4.1, 4.2 & Appendix A). The officer panel scrutinised all application forms.

##### 4. Current situation / proposal

- 4.1 For the 16 schools below, the 18 applicants met the approved criteria for appointment as LA governors and there was no competition for any of the vacancies. Therefore, the recommended appointments are:

Miss Jennifer Roberts	Abercerdin Primary School
Cllr Marlene Thomas	Blaengarw Primary School
Mr Terence Hacking	Brackla Primary School
Mrs Linda Lewis	Brynteg Comprehensive School
Cllr Craig Jones	Brynteg Comprehensive School
Cllr Phil John	Caerau Primary School
Mr Ben North	Coleg Cymunedol Y Dderwen
Cllr Mike Gregory	Croesty Primary School
Cllr John McCarthy	Croesty Primary School
Cllr David Edwards	Garth Primary School
Cllr Mrs Edith Hughes	Héronsbridge School
Mr Tom Beedle	Maesteg Comprehensive School



Cllr David Owen	Nantymoel Primary School
Cllr Mike Gregory	Pencoed Primary School
Ms Anna E Morgan	Porthcawl Comprehensive School
Cllr Brian Jones	Porthcawl Primary School
Mr Daryl Gordon	Tondu Primary School
Mr Royston Thomas	Ysgol Cynwyd Sant

- 4.2 There was competition, however, for one vacancy at one school. The officer panel scrutinised the applications received and recommended the following appointment:

NAME OF SCHOOL	APPLICANTS
Maes Yr Haul Primary School	Mr John Orchard Major (Retired) James Colin John MBE
In line with the Council's selection criteria, it was agreed to recommend Mr John Orchard based on his experience of educational issues.	

- 4.3 Subject to the above appointments being approved, there are still 35 vacancies that need to be filled (see Appendix A).

## 5. Effect upon Policy Framework and Procedure Rules

- 5.1 There is no effect upon the Policy Framework or Procedure rules.

## 6. Equality Impact Assessment

- 6.1 An assessment of the appointment of Local Authority governors shows that there are no equalities issues related to this report.

## 7. Financial Implications

- 7.1 There are no financial implications regarding this report.

## 8. Recommendation

- 8.1 Cabinet is recommended to approve the appointments listed in paragraphs 4.1 and 4.2.

**Deborah McMillan**  
**Director of Education and Family Support**

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Learner Support Officer

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**Background documents**

- Bridgend County Borough Council's 'Guidance on the appointment of local education authority governors', approved by Cabinet on 14<sup>th</sup> October 2008. (See Appendix B)
- The Government of Maintained Schools (Wales) Regulations 2005.

## List of LA Governor vacancies up until DECEMBER 2016

<b>NAME OF SCHOOL</b>	<b>List of Current &amp; Forthcoming Vacancies</b>
ARCHBISHOP MCGRATH CATHOLIC HIGH SCHOOL	1
BRYNTIRION COMPREHENSIVE SCHOOL	1
PORTHCAWL COMPREHENSIVE SCHOOL	1 (from November)
YGG LLANGYNWYD	1
ABERCERDIN PRIMARY SCHOOL	1
AFON Y FELIN	1
BETWS PRIMARY SCHOOL	1
BRYNCETHIN PRIMARY SCHOOL	1
CORNELI PRIMARY SCHOOL	1
CWMFELIN PRIMARY SCHOOL	1
FFALDAU PRIMARY SCHOOL	1
LITCHARD PRIMARY SCHOOL	1
LLANGYNWYD PRIMARY SCHOOL	1
MYNYDD CYNFFIG PRIMARY SCHOOL	2
NANTYMOEL PRIMARY SCHOOL	1
NEWTON PRIMARY SCHOOL	2
NOTTAGE PRIMARY SCHOOL	1
OLDCASTLE PRIMARY SCHOOL	1
PENYBONT PRIMARY SCHOOL	1 (from November)
PENYFAI CHURCH IN WALES PRIMARY SCHOOL	1
PIL PRIMARY SCHOOL	1
PLASNEWYDD PRIMARY SCHOOL	2
PORTHCAWL PRIMARY SCHOOL	1
ST MARY'S PRIMARY CATHOLIC SCHOOL	1
TYNRHEOL PRIMARY SCHOOL	1 (from November)
YSGOL GYNRADD GYMRAEG CWM GARW	1
YSGOL GYMRAEG BRO OGWR	2
<b>TOTAL VACANCIES</b>	<b>31</b>

**BRIDGEND COUNTY BOROUGH COUNCIL**

**REPORT TO CABINET**

**TUESDAY, 14<sup>TH</sup> OCTOBER 2008**

**REPORT BY THE CORPORATE DIRECTOR - CHILDREN**

**APPOINTMENT PROCESS OF LEA GOVERNORS**

**1. Purpose of Report.**

1.1 The purpose of this report is to seek Cabinet approval for revisions to the process and criteria for the appointment of LEA governors on school governing bodies.

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

2.1 The appointment of LEA Governors contributes to the corporate priority of "Creating Learning Communities".

**3. Background.**

3.1 Section 127 of the School Standards and Framework Act (SSFA) 1998 required the Secretary of State, to issue a Code of Practice for securing effective relationships between LEAs and maintained schools. The National Assembly for Wales 'Code of Practice on LEA – School Relations' was issued in 1999.

3.2 Paragraph 26 of the "Code of Practice on LEA – School Relations" provides that –  
*"The strength of the LEA's relationship with the governing body will depend on a number of factors. From the LEA side they include:*

- ❖ The prompt appointment of effective governors;*
- ❖ The quality of the information which the LEA provides to governing bodies;*
- ❖ The quality and timing of LEA consultation with governing bodies and local governor associations;*
- ❖ The quality of any governor training, clerking and support obtained by the school from the LEA; and*
- ❖ The quality of the advice and support on staffing and other matters obtained by the school from the LEA.*

*From the governing body side, there needs to be a willingness to recognise the LEA's role in securing an effective schools' service in the area, to contribute effectively to raising standards, and to respond constructively if the LEA raises concerns about the school's performance or operation."*

- 3.3 Paragraph 74 provides that - *“...the governing bodies of all categories of school governors include governors appointed by the LEA. ....LEA governors are appointed representatives of the LEA on a school governing body. They may represent the LEA’s view in the same way as other categories of governor represent the views of their constituency. But like other governors, LEA governors are not delegates and cannot be mandated by the LEA to take any particular line. Their first loyalty should be to the school and the community it serves.”*
- 3.4 Furthermore, paragraph 75 goes on to state: – *“LEAs should publish the process and criteria by which they identify candidates for appointment as LEA governors, and should ensure that appointments are made promptly when vacancies arise.”*
- 3.5 Under the Authority’s current arrangements, decisions on the appointment and removal of LEA governors can only be made by Cabinet.
- 3.6 The Authority’s current “Guidance on the Appointment of LEA Governors” was devised and published in January 2006 and revised in July 2007. The guidance assists the LEA in ensuring that the appointment of LEA governors complies with legislative guidance and provides a framework for officers within the Children’s Directorate to process the appointment of LEA governors. This report suggests further amendments.

**4. Current situation / proposal.**

4.1 The experience of officers in applying the criteria contained in “Guidance on the Appointment of LEA Governors” and comment by Cabinet members when considering recommendations for the appointment of LEA governors has highlighted the need for some adjustment to the appointment process.

4.2 The proposed criteria is as follows:

Current criteria:

- *Local ward member for the school;*
- *Elected member, outside the local ward for the school;*
- *Current and/or previous experience as a governor based on:*
  - *relevance of the phase of education;*
  - *attendance record at governor training events;*
  - *attendance record at governing body meetings in the previous two years;*
- *Experience and/or relevant knowledge of educational issues;*
- *A knowledge and understanding of the role and functions of the LEA.*

Proposed criteria

- *Local ward member for any part of the school’s catchment area;*
- *Elected member, outside the local ward for the school;*
- *Community Councillors - for Secondary and Special Schools only (\*please see note below);*
- *Current and/or previous experience as a governor based on (in priority order):*
  - *attendance record at governing body meetings in the previous two years;*
  - *attendance record at governor training events;*
  - *relevance of the phase of education;*
- *Experience and/or relevant knowledge of educational issues;*
- *A knowledge and understanding of the role and functions of the LEA*

**\* NOTE The Government of Maintained Schools (Wales) Regulations 2005 already provides for the governing bodies of any community, voluntary or foundation primary school and maintained nursery school's to include one community governor nominated by the community council, therefore these schools have not been included in the above criteria**

4.3 The School Standards & Framework Act 1998 gives local authorities powers of intervention in schools causing concern. One of those powers is the appointment of additional LEA governors to strengthen the school's capacity to deal with the areas of concern. In all cases, such additional governors need to bring particular skills or experience to the governing body and these will vary depending on the weaknesses apparent in the particular school in question. There is also likely to be some urgency about the appointments. Because of these factors, the usual appointment process is not a suitable mechanism for appointing additional LEA governors to support schools causing concern. To enable the Council to respond rapidly and appropriately in cases where there are significant concerns about a school (including those which are identified by Estyn as requiring special measures), it is proposed that the power to appoint additional governors be delegated to the Corporate Director – Children in consultation with the Cabinet Member for Children and Young People.

4.4 The LEA has recently produced a Code of Conduct for governors and all governing bodies have been recommended to adopt the document as their own. When LEA governors have been appointed they are expected to meet the standards of conduct set out in the Code of Conduct attached (Appendix 2).

## **5. Effect upon Policy Framework & Procedure Rules.**

5.1 There will be no direct effect upon the Policy Framework or Procedures rules.

## **6. Legal Implications.**

6.1 The Authority is required to publish its process and criteria by which candidates for appointment as LEA governors are selected. The appended "Guidance on the Appointment of LEA Governors" will ensure the Authority complies with this requirement.

## **7. Financial Implications.**

7.1 There are no financial implications regarding this report.

## **8. Recommendation.**

8.1 It is recommended that:

- (i) the "Guidance on the Appointment of LEA Governors", attached as Appendix 1, be approved;
- (ii) cabinet delegates to the Corporate Director – Children in consultation with the Cabinet Member for Children and Young People the function of appointing additional governors in the circumstances set out in paragraph 4.3.

**Ms Hilary Anthony  
Corporate Director - Children  
26 September 2008**

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Governor Support Co-ordinator

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CF31 4AR

### **Background documents**

- Welsh Assembly Government Code of Practice on LEA – School Relations (1999)
- The School Standards and Framework Act 1998
- Code of Conduct for School Governors

## APPENDIX 1



### GUIDANCE ON THE APPOINTMENT OF LOCAL EDUCATION AUTHORITY GOVERNORS

#### 1. Role of Local Education Authority (LEA) Governors

- LEA Governors are representatives of the LEA and not delegates. This means that they cannot be directed by the LEA but they should represent the views of the LEA.
- An LEA Governor is expected to help the school improve and support the school's ethos and mission.
- An LEA Governor is expected to provide the school with the skills and experience that it needs.

#### 2. Criteria for Identification of Candidates

An LEA Governor is expected to possess the following attributes:

- |   |   |
|---|---|
| ▪ A commitment to raising the aspirations and achievement of young people | ▪ An interest in education and/or knowledge in this field           |
| ▪ Good communication skills and interpersonal skills                      | ▪ A good knowledge of the area and community that the school serves |
| ▪ An ability to respect confidentiality                                   | ▪ An ability to absorb information                                  |
| ▪ Tact, diplomacy and an open mind.                                       | ▪ An ability to work as part of a team                              |
| ▪ A willingness to attend regularly meetings of the governing body        | ▪ A commitment to equal opportunities                               |
| ▪ An understanding and/or knowledge of the role of the LEA                | ▪ A willingness to undertake training                               |

The LEA has produced a Code of Conduct for governors and governing bodies have been recommended to adopt the document as their own. When LEA governors have been appointed they would be expected to meet the standards of conduct set out in the Code of Conduct.



The LEA recognises that individual governors are bound by the corporate responsibilities of the governing body. The LEA may provide its representative governors with information from time to time but this will not replace the LEA's duty to communicate and consult with governing bodies (as required by the Welsh Assembly Government's Code of Practice on LEA - School Relations).

### 3. The Appointment Process

The Directorate will take a pro-active role in identifying existing and potential LEA governor vacancies and will endeavour to make appointments as soon as possible. In the first instance, where a vacancy for an LEA governor arises at a school:

- the local ward member(s) of the County Borough Council will be invited to declare an interest in being appointed at the school;
- where no ward member declares an interest, the vacancy will be open to other elected members;
- should the vacancy still exist, then nominations from elected members, headteachers and governing bodies will be considered. The LEA will also advertise locally to seek nominations from interested persons who wish to be considered for the position as an LEA governor;
- all candidates including local ward members will be required to complete an application form which is to be returned to the Governor Support Unit. Recommendations for appointment will be based on the information provided on the application form;
- application forms will be considered by an officer panel made up of the Corporate Director – Children, Head of Service and Group Manager for Learner Support Services, or their representatives. The panel will meet to consider applications on a regular basis as determined by the vacancy situation;
- the officer panel will make recommendations to Cabinet for approval of applicants who possess the most appropriate skills and/or experience. Where more than one application is received for the position, the panel will use the following criteria as tiebreakers (listed in descending order of priority):
  - Local ward member for any part of the school's catchment area;
  - Elected member, outside the local ward for the school;
  - Community Councillors - Secondary and Special Schools only (please see footnote below<sup>1</sup>);
  - Current and/or previous experience as a governor based on (in priority order):
    - attendance record at governing body meetings in the previous two years;
    - attendance record at governor training events;
    - relevance of the phase of education;
  - Experience and/or relevant knowledge of educational issues;
  - A knowledge and understanding of the role and functions of the LEA.

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<sup>1</sup> NOTE The Government of Maintained Schools (Wales) Regulations 2005 already provides for the governing bodies of any community, voluntary or foundation primary school and maintained nursery school's to include one community governor nominated by the community council, therefore these schools have not been included in the above criteria.

The LEA is committed to ensuring that all applications received are regarded equitably and given due consideration regardless of gender, age, race, ethnic origin, sexual orientation or disability.

Once appointed, each applicant will be notified in writing and the LEA will provide its representative governor with information and support. LEA governors would be expected to comply with the Code of Conduct for School Governors that has been issued and recommended for adoption by individual governing bodies.

### **Re-appointment of Governors**

Where there has been no significant change in circumstances. LEA governors applying for re-appointment may request their original application form to be re-considered. This request must be stated on an additional form where personal details will be included on the form and an extra section will be added so that any changes that have occurred over the past four years can be added.

### **Special Cases**

The School Standards & Framework Act 1998 gives local authorities powers of intervention in schools causing concern. One of those powers is the appointment of additional LEA governors to strengthen the school's capacity to deal with the areas of concern. In all cases, such additional governors need to bring particular skills or experience to the governing body and these will vary depending on the weaknesses apparent in the particular school in question. There is also likely to be some urgency about the appointments. Because of these factors, the usual appointment process is not a suitable mechanism for appointing additional LEA governors to support schools causing concern. To enable the Council to respond rapidly and appropriately in cases where there are significant concerns about a school (including those which are identified by Estyn as requiring special measures), the power to appoint additional governors is to be delegated to both the Cabinet Member for Children and Young People and the Corporate Director - Children.

## **4. Removal of LEA Governors**

- Only the Cabinet has the authority to dismiss an LEA governor but only after appropriate procedures have been followed. These procedures will ensure the individual is subject to the rules of natural justice and advice on the dismissal of a governor will be provided to the Cabinet by the Corporate Director- Children.
- Should any concerns arise during a governor's term of office, the Group Manager for Learner Support Services will act as an intermediary in an attempt to resolve the matter. Should removal be thought to be necessary, the governor will be invited to a meeting of the officer panel to hear the concerns and to be given the opportunity to respond. Following the meeting the officer panel will make a recommendation to Cabinet on the issue of removal, and the individual governor and the Chair of Governors will be informed in writing of the Cabinet's decision.
- Such cases of removal might involve, but may not be limited to, any of the following:
  - Conduct or bias that is clearly not in the best interest of the school;

- Serious failure to co-operate with the LEA, governors or the governing body as a whole;
- An irretrievable breakdown in relationship between the LEA governor and the governing body;
- Failure to attend governing body meetings;
- Failure to meet the standard of behaviour set out in the Code of Conduct for School Governors.

Any LEA governor who is removed from office may not be appointed to a governing body as an LEA governor for a period of twelve months from removal. Should the governor concerned hold office on another governing body, that position would not be affected.

**For further information please contact the Governor Support Co-ordinator,  
Children's Directorate, Governor Support Unit, Bridgend County Borough Council  
Sunnyside, Bridgend CF31 4AR Tel: 01656 - 642661**

# Code of Conduct for School Governors

## Background

A Code of Conduct is to be used as a basis for clarifying the behaviour and conduct expected of all school governors. Whilst recognising that every governing body works and operates differently according to the type of school, there is nevertheless a general expectation of the standard of behaviour that is acceptable. This Code of Conduct seeks to articulate that expectation in a framework that can be easily understood by all governors and is recommended for adoption by your governing body.

If governors are to contribute effectively to their schools and communities, there is a general standard of behaviour that will be required. There is no legislation for enforcing such a Code of Conduct or for dealing with all situations where behaviour of governors is unacceptable. Hence, governing bodies need to take responsibility for ensuring high standards among their members.

By adopting this Code of Conduct, governing bodies are setting their own standard of behaviour and expectations from governors. The Code of Conduct should be reviewed from time to time.

## Aims

- ▶ Governors make a positive contribution by giving of their time and bringing their experience to help the school provide the best possible education for each of its pupils;
- ▶ Governors contribute effectively to: the development of the school; its strategic framework; the character, aims, ethos and values of the school; and developing policies;
- ▶ Governors behave as “critical friends” to the school at all times. This includes monitoring and evaluating the work of the school, offering support, giving constructive advice and being a sounding board for ideas. This will also include challenging and asking questions of the Headteacher where necessary;
- ▶ Governors have a clear understanding of the role of the Headteacher which, through his/her day-to-day organisation and management of the school, is to deliver the curriculum and promote pupils’ well-being through the implementation of policies, plans and procedures agreed by the governing body;
- ▶ Governors act fairly and without prejudice, and in so far as the governing body has responsibility for staff, collectively fulfil all that is expected of a good employer;
- ▶ The governing body acts at all time in accordance with statutory legislation.

## Commitment

- ▶ Governors accept that the role does require a significant level of commitment, time and energy;
- ▶ Governors will be actively involved in the work of the governing body, attend regularly, and accept their fair share of responsibilities, including service on committees and taking on links with curriculum subjects and areas of special responsibility;
- ▶ Governors will ensure they are prepared for meetings by reading all papers beforehand;
- ▶ Governors will make every effort to attend the Governors Foundation Course and any other relevant topical training courses in order to develop their role;

- ▶ Governors will get to know the school well and respond to opportunities to involve themselves in school activities;
- ▶ Governors will be conscious of, and act within, the limits of the responsibilities of the governing body and when necessary, seek and give due consideration to professional information, advice and guidance.

## **Conduct**

- ▶ Governors must accept collective responsibility for all decisions taken by the governing body, that is, they do not have the legal authority to act individually except when the governing body has delegated authority for them to do so (the chair has powers in certain situations);
- ▶ Governors must demonstrate a commitment to equality of opportunity and reflect this in developing and applying all school policies;
- ▶ Governors must act fairly and without prejudice, with the overall good of the school overriding any personal feelings or individual concerns they may have;
- ▶ Governors must behave in a way that will help the governing body to work as a team, there should be no personal attacks and it is not acceptable to undermine the contribution of others, and should be courteous and sensitive to the needs of others;
- ▶ Governors must be demanding and challenging rather than attacking and crushing by being tolerant of different points of view;
- ▶ Governors must encourage and participate in systems which provide for open and effective communication, helping to establish a clear vision of the school's development;
- ▶ Governors' decisions must always take account of the views of the staff, parents, pupils, community and other interested parties;
- ▶ Governors must also be conscious that the welfare of pupils should always come first in terms of child protection, health and safety and helping each child to develop their full potential;
- ▶ Governors' visits to the school must be carried out within a framework that has been established by the governing body and agreed with the Headteacher;
- ▶ Governors must declare any personal or financial conflict of interest arising from a matter before the governors or from any other aspect of governorship and should not use their position as governor to benefit him/herself or other individuals or agencies.

## **Confidentiality**

- ▶ Governors must respect the governing body's right to deem certain matters to be confidential, restricting discussion of such matters, whether inside or outside governing body meetings, solely to fellow governors and in appropriate cases solely to discussion within governing body committees;
- ▶ Governors must exercise the highest degree of caution when involved in sensitive issues arising outside the governing body which may have an impact on the work of the governing body or the operation of the school.

## **Relationships**

- ▶ Governors should encourage open governance and should be seen to be doing so;
- ▶ Governors should recognise that each member of the governing body has equal status irrespective of their appointing body (i.e. parents, staff, LEA, diocese or the governing body) unless particular responsibilities are conferred on them by the full governing body;
- ▶ Governors should develop effective working relationships with the Headteacher, senior management team, teachers, support staff, parents, LEA and other relevant agencies where appropriate;
- ▶ Governors should operate as a team and always in the best interests of the school.

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

#### REPORT OF THE CORPORATE DIRECTOR – EDUCATION AND FAMILY SUPPORT

#### SCHOOL MODERNISATION PROGRAMME: PROPOSED ENLARGEMENT OF AFON Y FELIN PRIMARY SCHOOL

##### 1. Purpose of Report

- 1.1 This report is to seek approval from Cabinet to consult on the proposal to make a regulated alteration to Afon Y Felin Primary School in the form of an enlargement with effect from 1<sup>st</sup> April 2017.

##### 2. Connection to Corporate Improvement Plan / Other Corporate Priorities

- 2.1 This report supports the following priorities in the Corporate Plan 2016 - 2020:

- Supporting a successful economy, and
- Smarter use of resources.

- 2.2 On 3<sup>rd</sup> March 2015, Cabinet approval was received for the Council to adopt principles as a framework for school organisation in Bridgend.

- 2.3 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice. In the same policy document, 5 key principles were set out to inform the organisation and modernisation of our schools:

1. Commitment to high standards and excellence in provision
2. Equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend
3. Inclusive schools, which cater for the learning needs of all their pupils
4. Community focused schools, where the school actively engages with its local community
5. Value for money

Particularly relevant in the context of this report is the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”).

##### 3. Background

- 3.1 As at January 2016, Afon Y Felin Primary School had 22 nursery pupils and 95 pupils aged 4-11 on roll.

- 3.2 In the academic year 2015/16, the capacity of the School was calculated as 117 in respect of pupils aged 4-11.
- 3.3 Currently the published admission number in respect of pupils admitted to reception is 15.
- 3.4 Prior to the commencement of this academic year, it became apparent that there would be a significant increase in pupil numbers for 2016/17. As at September 2016 there were 110 pupils aged 4-11 and 23 nursery aged pupils on roll at the School.

#### **4. Current situation / proposal**

- 4.1 In order to accommodate the increased pupil numbers and avoid overcrowding it has become necessary for the School to utilise a space within the existing accommodation for teaching purposes. This has resulted in an increase to the capacity and this change has been implemented on a temporary basis this academic year.
- 4.2 It is considered that there is a need to formalise this temporary arrangement in order to meet potential future demand from the area.
- 4.3 The capacity of the school five years prior to the date of the proposed implementation i.e. 2011/12 was 96. The re-designation of spaces at the school will result in the capacity increasing to 131 which is greater than 25% of the capacity as at 2011/12. As a result, the published admission number in respect of pupils admitted into reception will increase to 18. In order to formalize this increase in capacity it is necessary to undertake a regulated alteration to enlarge the school under the School Standards and Organisation (Wales) Act 2013, as set out in the School Organisation Code (the Code).
- 4.4 In order to bring about a change of this nature, the Code requires that a consultation exercise with the school governing body, staff, parents, pupils and interested parties is undertaken. This is the first step in the statutory process. If carried through to completion, this proposal will come into effect 1<sup>st</sup> April 2017. The consultation paper will set out the implications of the proposal.
- 4.5 The necessary statutory processes will be followed. If Cabinet approves, an initial 6 week consultation period will be conducted to allow all interested parties to comment on the proposals contained in the consultation paper. This would be done by publishing the proposals and inviting responses.
- 4.6 Following this period of consultation, a further report on the outcome of the consultation would be submitted to Cabinet to consider the result of that process. Cabinet would then need to decide whether to authorise the publication of a statutory notice. If such a notice were issued, it would invite formal objections during the statutory 28 day period.
- 4.7 At the end of the statutory notice period there would then be a further report to Cabinet on the outcome of the statutory notice process and any objections received. If there are no objections in response to the public notice, Cabinet would be recommended to make a final decision. If there are any objections, an objections report containing a formal response will be prepared and submitted to Cabinet.

Cabinet will need to give consideration to and approve the objections report and also make a final decision on whether or not the proposals should be implemented. The approved objections report would then be published, followed by a decision notice. All proposals would therefore follow due process and comply with all statutory requirements and Welsh Government guidance.

## **5. Effect upon Policy Framework and Procedure Rules**

5.1 There is no effect upon the policy frameworks or procedure rules.

## **6. Equality Impact Assessment**

6.1 An Equality Impact Assessment initial screening has been carried out.

## **7. Financial Implications**

7.1 The area which would be incorporated into the capacity calculation is within the school building and is already fully funded via the funding formula allocation. Should additional pupils be admitted to the school additional funding for staff may be required. This will be either funded through the funding formula or the retrospective adjustment once those pupil numbers have materialised.

## **8. Recommendations**

8.1 Cabinet is recommended to approve that a consultation exercise be conducted with the governing body, staff, parents, pupils and interested parties on a proposal to make a regulated alteration to increase the capacity of Afon Y Felin Primary School with effect from 1<sup>st</sup> April 2017. The outcome of the consultation will be reported back to Cabinet.

**Deborah McMillan**

**Corporate Director - Education and Family Support**

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## **Background documents**

Cabinet Report 3rd March 2015: "PRINCIPLES DOCUMENT"





## BRIDGEND COUNTY BOROUGH COUNCIL

4 OCTOBER 2016

### REPORT TO CABINET

#### CORPORATE DIRECTOR - OPERATIONAL AND PARTNERSHIP SERVICES

#### TACKLING POVERTY PRIORITIES 2016/17

##### 1. Purpose of Report.

1.1 The purpose of this report is to:

- (i) inform Cabinet of the progress on the alignment of Tackling Poverty Project (Communities First (C1st), Flying Start, Families First and Supporting People);
- (ii) seek Cabinet's approval to delegate the position of Tackling Poverty Officer Champion to the Head of Service - Performance and Partnership Services;
- (iii) delegate authority to the Corporate Director - Operational and Partnership Services, to determine the nature of any requests for 5% virement of funding between programmes, which is to be submitted to Welsh Government (WG) for approval; and
- (iv) seek Cabinet's approval of the 'Tackling Poverty Priorities 2016/17' as set out in Appendix 1 of this report.

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

2.1 The Tackling Poverty Programme Alignment Project is cross cutting and impacts on the whole of the council. Additionally, the following Corporate Plan Priorities are supported:

- Priority 1. Supporting a successful economy
- Priority 2. Helping people to be more self-reliant
- Priority 3. Smarter use of resources

##### 3. Background

3.1 On 20<sup>th</sup> January 2016, the Minister for Communities and Tackling Poverty set out 5 key recommendations to be implemented in 2016. The recommendations are intended to make the administration processes behind the programmes simpler, so that they are able to work together and focus on front line delivery:

3.1.1 **Recommendation 1: Changes in the frequency of payments and some budget flexibility.** It is proposed that:

- The number of grant payments for the programmes will be reduced and aligned;
- Some flexibility across the four programmes will be provided. This will be a total of 5% of any single programme budget.

3.1.2 **Recommendation 2: Reporting arrangements.** It is proposed that:

- Current reporting arrangements for all four programmes will be aligned and the overall frequency of reporting will be reduced.

- 3.1.3 **Recommendation 3: Collaboration and smarter planning.** It is proposed that:
- Welsh Government (WG) expects Local Authorities to jointly plan, commission and deliver programmes wherever possible; and
  - This includes joint working at both a regional level and across programmes.
- 3.1.4 **Recommendation 4: Team around the family (TAF).** It is proposed that:
- The TAF model should be used as the mechanism by which to engage other programmes and services, based on identifying the needs of the individual.
- 3.1.5 **Recommendation 5: Clarity of direction.**
- WG recognise it has a role to play in clearly stating the overall vision for the programmes and how they can work together towards tackling poverty.
- 3.2 In addition to the five key recommendations, above, WG have established a project to determine how the four programmes could be simplified, streamlined and where possible integrated in 2016-17. In response, the Council has:
- 3.2.1 Established, a project team consisting of members from the four tackling poverty programmes considered the 5 recommendations from WG and developed and populated a Tackling Poverty Intervention Matrix which identifies the following key data sets:
- Programme/ Theme /Name of Project / Service
  - Service Provider name/ Service delivery settings/ Service or posts
  - Details of posts/ Total Project / Service value per annum (delivery cost)
  - Project / Service end date and option to extend contracts
  - Stages of Intervention and Support i.e. Informal Engagement/ Informal Participation/ Self-service/ Support Assessment/ Structured Support/ Working with a statutory agency or service
  - Corporate Plan Priorities i.e. Supporting a successful economy/ Smarter use of resources/ Helping people to be more self-reliant
  - Social Services and Well-being (Wales) Act 2014 i.e. Promote the prevention of escalating need/ Making sure you have your rights/ Being physically, mentally and emotionally happy/ You are protected from abuse, harm and neglect/ Having education, training, sports and play/ Positive relationships with family and friends/ Being part of the community/ Having a social life and enough money to live a healthy life/ Having a good home
  - Well-being of Future Generations Act (Wales) 2015 goals i.e. A prosperous Wales/ A resilient Wales/ A healthier Wales/ A more equal Wales/ A Wales of cohesive communities/ A Wales of vibrant culture and thriving Welsh language/ A globally responsible Wales
- 3.2.2 Established a Tackling Poverty Planning Group (TPP Group) which is a multi-agency group with representation from Communities First, Families First, Flying Start, Adult Social Care, Children's Social Care, Housing Strategy, Western Bay Youth Justice EIS, Sports and Physical Activity, ABMU Health Board, Finance, Education and Family Support and the Third Sector represented by the Awen Trust and BAVO. The TPP Group is responsible for:
- i. Governance arrangements;

- ii. Endorsing the key priorities for 2016/17 for tackling poverty, as recommended by the project team;
- iii. Recommending requests for 5% virement requests between programmes to be submitted to the Tackling Poverty Officer Champion and WG for approval; and
- iv. Developing and agreeing a Tackling Poverty Local Delivery / Commissioning Strategy for 2017/18 onwards.

3.3 The key data sets identified in the Tackling Poverty Intervention Matrix provided an evidence base which has been reported to the TPP Group. This will enable the TPP to consider and recommend any requests for virement of funding between Programmes from 1<sup>st</sup> October 2016 to 30<sup>th</sup> November 2016. It also provides contractual information to highlight the Authorities obligations both in terms of contracts and staffing liabilities. The information will also form the basis for developing the Tackling Poverty Strategy for Bridgend for 2017/18 onwards.

#### **4. Current situation / proposal**

4.1 Members of TPP Group have received an overview of the WG Tackling Poverty Programme Alignment Project and the draft 'Tackling Poverty Priorities 2016/17' and have had the opportunity to identify any gaps or priorities.

4.2 The TPP Group received and endorsed the following recommendations:

- i. Responding to Welfare Reform
- ii. Counselling and wellbeing services
- iii. Delivering Communities First projects outside of the Communities First areas
- iv. Helping people be more self-reliant
- v. Pre-intervention – informal early help support and engagement

4.3 The recommendations were reported to and consulted upon at the Tackling Poverty Conference 'Aligning our actions, increasing our impact', which was held on 15<sup>th</sup> July 2016. Delegates at the Conference ranged from Councillors, Corporate Directors, Heads of Service, Programme Leads, Partner Agencies, Stakeholders, Providers, and front line delivery staff.

4.4 Feedback from the Conference can be summarised in these main themes:

- i. Partners/Stakeholders/Front Line delivery staff not understanding the 4 Programmes and the services and projects that are available;
- ii. Not able to identify opportunities for joint commissioning or where duplication in services exist;
- iii. Not able to refer between Programmes i.e. family accessing Families First Support who do not live in a C1st Cluster Area cannot access C1st Services/Projects; and
- iv. The need to provide more timely Counselling Services for all client groups across all areas to prevent to need to access Statutory Services.

4.5 The feedback from the conference together with the key data sets identified in the Tackling Poverty Intervention Matrix have been used to develop the 'Tackling Poverty Priorities 2016/17', which is an overarching strategy for the four submitted WG delivery/commissioning plans as set out in Appendix 1.

#### 4.6 Next steps:

Future Development will be informed by the assessments being carried out under the Social Services and Well-being (Wales) Act 2014 and the Well-being of Future Generations Act (Wales) 2015. It will also be dependent on WG guidance for the four Programmes being available. WG Officers from the C1st team have confirmed that Employability continues to be a Priority for the Minister and the Programme; for Supporting People Grant, Homelessness Prevention continues to be the focus and Priority; and for Families First the Cabinet Secretary has considered advice on the future of the Families First programme and has come to the following decision:

- The key elements of the JAF, TAF and disability focus will remain unchanged, with £3 million per year ring-fenced funding for disability-related services being retained and flexibility to deliver JAFF/TAF in a way that best suits the needs of local population. The Tackling Poverty Programme Alignment Project Team have identified the need to respond to local need by increasing the provision of early intervention, preventative work through the JAFF/TAF arrangements which is reflected in the 'Tackling Poverty Priorities 2016/17'.
- The focus of the strategic projects commissioned through the programme will be narrowed to concentrate on the delivery of parenting support and support for young people.
- There will be a transitional period of at least six months from 1 April 2017 before these new arrangements are rolled out nationally. There will be a need for the Council to set out its commissioning intentions for the four Programmes for 2017/18.

#### 4.7 Having regard to 4.6 above the Tackling Poverty Programme Alignment Project Team and the TPP Group will focus on the following key areas:

- i. Developing a Tackling Poverty Local Delivery / Commissioning Strategy for 2017/18, the aim of which will be an overarching strategy for the four programmes to be submitted to Cabinet ahead of WG for approval;
- ii. Review of the Performance framework / payment process (central team function) around the four programmes, subject to WG guidance on reporting arrangements being available;
- iii. Tackling Poverty Conference (Partners, Providers, Stakeholders and Front Line Staff) - feedback on agreed Priorities for 2016/17 and developing Priorities for 2017/18 onwards; and
- iv. Consultation and Engagement with Service Users and Communities.

#### **5. Effect upon Policy Framework & Procedure Rules.**

5.1 There is no impact on the policy framework and procedure rules.

## 6. Equalities Impact Assessment

6.1 An Equality Impact Assessment has been undertaken following the consultation on the 'Tackling Poverty Priorities 2016/17', and in particular, its relevance to the Council's public equality duties and potential impact on protected equality characteristics. It has determined that the Priorities will have no negative impact on protected equality characteristics.

## 7. Financial Implications.

7.1 WG have indicated that any virement of budgets should be considered in the 3<sup>rd</sup> quarter based on projected underspends across the four programmes. Any requests for slippage must comply with the funding guidance and criteria for that Programme and is subject to WG approval. It is difficult to state more specifically what the financial implications will be at present.

7.2 BCBCs total grant funding allocation for the four tackling poverty programmes is in excess of £12.5 million. The current position is:

Grant Programme	2016-17 BCBC Allocation	5% Virement Limit
Supporting People	£5,816,385	£290,819
Communities First	£1,738,315	£86,916
Families First	£1,689,259	£84,463
Flying Start	£3,330,600	£166,530
	<b>£12,574,559</b>	

7.3 The maximum amount of funding that can be vired out of each single programme is 5% as set out above.

- Some flexibility across the four programmes will be provided. This will be a total of 5% of any single programme budget;
- Any requests to move funds between any two programmes will need to be agreed by both local heads of programmes (or equivalent) that funds are being transferred from and into and by WG officials from both programmes.

7.4 Cabinet needs to be aware that although WG have indicated the ability to re-allocate 5% of programme budgets in the 3<sup>rd</sup> and 4<sup>th</sup> quarter of 2016/17, the ability to strategically re-allocate any funding may be delayed by procurement processes if projects are to be commissioned. However commissioning and virement considerations will be dependent on the grant conditions issued by WG, any existing contractual constraints and/or TUPE considerations (where the potential transfer of a service is anticipated) and procurement legislation.

7.5 The annual funding of programmes does not lend itself to long term commissioning of services and this has been relayed to WG together with the suggestion to be able to re-allocate 5% of a budget outside of current programmes to meet the outcomes of a programme. C1st WG Officers have indicated they are happy to consider proposals/pilots to this effect.

## **8. Recommendation.**

8.1 Cabinet is recommended to:

8.1.1 note the progress on the alignment of Tackling Poverty Project (Communities First; Flying Start; Families First; and Supporting People);

8.1.2 delegate the position of the Tackling Poverty Officer Champion to the Head of Service - Performance and Partnership Services;

8.1.3 delegate authority to the Corporate Director - Operational and Partnership Services, to determine the nature of any requests for 5% virement of funding between programmes, which is to be submitted to Welsh Government for approval;

8.1.4 approve the 'Tackling Poverty Priorities 2016/17' as set out in Appendix 1 of this report; and

8.1.5 note that Cabinet will receive a further report setting out the commissioning intentions of the four Programmes for 2017/18.

**ANDREW JOLLEY**

**Corporate Director Operation and Partnership Services**

**20<sup>th</sup> September 2016**

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**Background Documents:** None



# Bridgend Tackling Poverty Priorities 2016-17



## 1.0 Introduction

This document sets out the ambitions of the four main Welsh Government tackling poverty programmes (Communities First, Families First, Flying Start and Supporting People), delivered by the Council and its partners, to take positive steps to address the pressures felt by low income households in Bridgend. It confirms the priority we will give to tackling poverty and brings together a range of activities in place to mitigate the impact of poverty, to raise aspirations, to support people out of poverty and to prevent poverty.

The document also acknowledges the policy and financial challenges faced by Local Authorities and that partnership working and actions at a community level will be critical. We therefore intend to continue to work in a collaborative way, making the best use of local resources and assets to help communities and alleviate the impact of poverty.

The Joseph Rowntree Foundation's definition of poverty is "when a person's resources are not enough to meet their basic needs, including social participation"<sup>1</sup>. "Poverty results in poorer educational, health and behavioural outcomes for individuals. Poverty imposes enormous costs on society from lower economic productivity, reduced social cohesion and increased demands on public services such as health care and children's services"<sup>2</sup>.

In June 2015 the National Assembly for Wales Communities, Equality and Local Government Committee published an "Inquiry into Poverty in Wales: Poverty and Equality" which found that more than one in five people live in poverty in Wales. Since the early 2000s, the level of poverty in Wales has been static and Wales is currently behind only London (28%) and on par with the West Midlands, with 23% of the population living in poverty<sup>3</sup>.

In direct response to several Local Authorities requests to look at how the Communities and Tackling Poverty Programmes could be simplified and aligned, Welsh Government have established a project to determine how the four Programmes could be simplified, streamlined and where possible integrated in 2016-17. The Council and its partners has a track record for tackling poverty through a range of core services as well as specific Welsh Government funded programmes including; Communities First, Families First, Flying Start and Supporting People. This document aims to set out the current objectives and activities within these programmes and develop overarching themes to maximise the impact in tackling poverty within the County Borough and fulfilling the requirements of the Welsh Government alignment objectives.

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<sup>1</sup> <https://www.jrf.org.uk/report/definition-poverty>

<sup>2</sup> <http://gov.wales/docs/dsjlg/publications/socialjustice/120625stackpovplanen.pdf>

<sup>3</sup>

<http://www.senedd.assembly.wales/documents/s41378/Report%20on%20Poverty%20in%20Wales%20Poverty%20and%20Inequality,%20June%202015%20-%20Conclusions%20and%20recommendations.pdf>

## **2.0 Links to national and local plans and strategies**

In relation to tackling poverty, the Welsh Government's aim, as outlined in its 'Programme for Government' is "reducing poverty, especially persistent poverty amongst our poorest people and communities and reducing the likelihood that people will become poor."<sup>4</sup>

The Government is committed to continuing and evolving the National Community Cohesion Delivery Plan of which one of the seven outcome areas is tackling poverty, especially for people with protected characteristics. The outcome considers the impacts of the four main Programmes on those with protected characteristics, recognising that certain groups are more at risk of living in low income households and poorer outcomes. The Government aims to achieve this outcome by scoping existing data in order to assess how those most at risk of living in poverty are being supported to achieve better outcomes. Supporting staff, sharing information and good practice and involving relevant staff in planning is also of importance.

There are a number of legislative, national and local plans and strategies that inform the work of the Programmes, including:

### **National**

- The National Housing Strategy for Wales: Improving Lives and Communities: Homes in Wales 2010
- Housing (Wales) Act 2014
- Social Services and Well-being (Wales) Act 2014
- Well-being of Future Generations (Wales) Act 2015
- National Community Cohesion Delivery Plan 2014-2016
- Child Poverty Act (2010)

### **Local**

- Bridgend County Together Single Integrated Plan 2013-18
- Strategic Equality Plan 2012-15
- Corporate Plan 2016-20

## **3.0 Links to corporate priorities**

The Council's 2016-20 Corporate Plan sets out three priorities:–

- Supporting a successful economy;
- Helping people to be more self-reliant; and
- Smarter use of resources.

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<sup>4</sup> Programme for Government 2011-2016

The Plan recognises the challenges of a reducing budget and a growing demand for services, and reflects a clear and simple vision for the Council which is to always act as:

“One council working together to improve lives”

The Programmes support the priorities within the Corporate Plan 2016-20, particularly priority two “Helping people to be more self-reliant” by taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. The opportunity to joint commission services across the four programmes will also demonstrate a commitment to priority three “smarter use of resources”.

#### **4.0 Local and national data**

The data set both locally and nationally is vast however for the purposes of this document the data is an amalgamation of the priorities of the four existing Programmes, for which applications/plans have already been submitted to Welsh Government and approved based upon the data requirements of the existing Programmes.

The key UK government measure of poverty in the UK is when a household income is below 60% of the national median. This is known as “relative income poverty” because the poverty moves in line with the median from year to year.

For Communities First the Welsh Index of Multiple Deprivation (WIMD) is the main source of data / evidence that drives and defines the activities of the Programme and which areas are identified as areas of deprivation. The WIMD 2014 identified two wards (three Lower Super Output Areas) in the County Borough that rank within the top 100 most deprived wards in Wales. The most deprived Lower Super Output Area in Bridgend identified was Caerau in the Llynfi Valley (the fifth most deprived Lower Super Output Area (LSOA's) in Wales). The Welsh Index of Multiple Deprivation is currently made up of eight separate domains (or types) of deprivation: income; employment; health; education; access to services; community safety; physical environment and housing. Each domain is compiled from a range of different indicators. Bridgend has 88 LSOA's, of these 10% were ranked as the most deprived 10% in Wales.

Gap analysis and needs mapping data inform the priorities for the Supporting People Programme which then informs the development of the local and regional commissioning plans. Captured in the gap analysis and needs mapping data (mapped by types of vulnerable client groups) is homelessness data, support needs and any secondary support needs of individuals requiring support and the level of support that is needed. Key stakeholders contribute to the plans, including professionals in Health, Social Care and Housing as well as Supporting People

providers and service users to ensure the needs assessment is robust and comprehensive.

A very broad range of national data including e.g., the number of low income families gaining and progressing within employment, the number of children achieving the desired outcomes at key education stages (Foundation, KS2 & KS4), the percentage of children who have been immunised, are not overweight or obese, numbers of households with children that become homeless or where domestic abuse is a parenting factor are all data sources used to evidence, shape and determine the activities commissioned through Families First.

Educational attainment is a key factor in preventing and reducing poverty. Improving skills and educational attainment remains an important part of the Council's Corporate Plan and contributes to its priority of "supporting a successful economy". The Corporate Plan particularly highlights the commitment to close the gap in educational attainment between pupils eligible for free school meals and those who are not.

## **5.0 The four existing Programmes**

There are currently four main programmes grant funded by Welsh Government designed to contribute to tackling poverty in the County Borough. Each of these has their own eligibility criteria and restrictions by which they must operate. These are:

### **5.1 Communities First Programme**

The Welsh Government funded Communities First programme aims to reduce poverty by improving education and skills, health and employment opportunities. In selected postcode within three cluster areas throughout Bridgend County Borough, teams work with residents, community organisations, businesses and other key agencies to narrow the education, skills, economic and health gaps between our most deprived and more affluent areas. The programme was originally launched in 2001. It was founded on the principle that poverty and disadvantage are created by a complex number of factors including poor educational achievement, poor housing and environments, substance misuse, local job markets and stigma and perceptions about people and places.

The Delivery Model for Bridgend has been re-shaped to move to a thematic structure without affecting the geography of the Cluster model. Teams continue to focus on specific cluster areas but support the delivery of a single plan by working jointly and flexibly across the 3 areas of Upper, Mid and Lower to maximise delivery and use resources efficiently. The Cluster areas are shown in Appendix 1. Welsh Government has directed that the Communities First programme moves to an employability focused programme with activities expected to support hard to reach individuals to become more employable.

The model continues to have Communities First funded staff placed with other teams and programmes to ensure greater alignment with Families First and Flying Start and close working with other teams such as Adult Community Learning.

Joint working with the Supporting People Programme is also continuing. Activities also complement the aims and objectives of the Social Services and Well Being Act and, in addition to the programmes community focus, plays a strategic role in working with partner organisations to support the aims and objectives of the Future Generations Bill.

Community involvement and a community focussed approach is a fundamental requirement of the programme and activities are wide ranging and determined by the needs expressed by communities. The programme works to a Single Delivery Plan which identifies targets and performance measures. Identified outcomes of the programme include –

- providing basic and key skills support to adults, families and specific projects for schools,
- supporting the public health agenda,
- activities linked to employment and prosperity,
- accredited learning and skills activities to increase qualifications and training.

Communities for Work (C4W) is a Welsh Government programme which aims to tackle poverty through the provision of intense employment mentoring support. This is a European funded programme which will be fully integrated into the work of the Communities First cluster areas in Wales to complement the work that is already being undertaken. The programme is funded up to 2018 with a possibility of a further extension until 2020, however this is not yet confirmed. The project will work closely with DWP (Department of Work and Pensions) and local job centres to provide employment mentoring support to adults and young people with the intention of reducing the number of 16-24 year olds who are NEET (Not in employment, education or training) and increasing the employability of economically inactive and long term unemployed adults who have complex barriers to employment. The project is scheduled to start in the autumn of 2016.

## **5.2 Families First Programme**

The Welsh Government funded Families First programme, seeks to engage local authorities in developing effective multi-agency support services. The clear emphasis is on early intervention and prevention for families, particularly those experiencing poverty (Social, Physical, Emotional, Cultural, Learning or Economic).

Welsh Government considers Families First to be an important driver to achieving:

- a reduction in the number of families living in workless households;

- the desired improvement in the skills of parents, carers and young people living in low-income households, enabling them to gain well-paid employment;
- a reduction in the inequalities that exist in health, education and economic outcomes for children and families, improving the outcomes of the poorest by supporting families to achieve better outcomes for children.

Bridgend's Families First county-wide programme has a particular focus on children, young people and families living in or are in danger of experiencing poverty. At the heart of Families First is the development of a whole family approach built around integrated services, providing holistic support to children, young people and families. Families First aims to drive improvements to family support, its design and delivery, and in so doing, reduce the numbers of families requiring more intensive and costly interventions.

The intended outcomes of the Families First programme for children and young people and families are:

- working age people in low income families gain, and progress within, employment;
- children, young people and families, in or at risk of poverty, achieve their potential;
- children, young people and families are healthy and enjoy wellbeing;
- families are confident, nurturing, safe and resilient.

The emphasis in 2016-17 will continue to be around holistic family assessment, meeting the unmet needs in a timely fashion and offering bespoke time-limited packages of support that is tailored to the family and which leads to greater empowerment and independence.

The JAFF (Joint Assessment Family Framework) /TAF (Team Around the Family) early help structure and process forms the backbone to Bridgend's Families First Programme, promoting, facilitating and co-ordinating multi-agency support for families with children having unmet needs. The aim is to resolve or to swiftly reduce the level of need; helping the family gain greater independence and preventing the necessity to access higher level and costly support.

In addition to or in support of the TAF, whichever is deemed appropriate an eligible family can access single agency support such as, parenting courses; advice and guidance on managing the affect a child's disability has on the family; practical support to help access employment, education or training; plus many other much needed family support services. Welsh Government cut Bridgend's Families First grant funding for 2016/17 by 11.7%, consequently, Bridgend allocated the £223,118 from its core budget to fund the shortfall. These monies were used to support and safeguard the Early Help (JAFF/TAF) structure.

The focus remains on the whole (holistic) family assessment in an attempt to identify the root cause of the family's problems. Its aim will be to meet needs in a timely

fashion by offering 'individually tailored' packages of support in a co-ordinated and time limited fashion that leads to families feeling empowered and having greater independence, in line with the requirements of the Social Services and Wellbeing Act.

The authority continues to use and develop its new Early Help model consisting of a single point access and process that was introduced in April 2015, to accept referrals from all services and families (including self-referral). Alongside Early Help, a new JAFF (Joint Assessment Family Framework) process was developed to ensure each referral follows the right path by identifying the unmet needs of the family, ensuring a family's engagement with the relevant service is appropriate, adequate and timely.

The new Early Help JAFF (Joint Assessment Family Framework) /TAF (Team Around the Family) process is based upon a threshold of need model and an approach to assessing children, young people and their families, which is based around the principles of a common assessment framework.

### **5.3 Flying Start Programme**

The Flying Start programme is a Welsh Government funded initiative that aims to which aims to support families with children under 4 years of age in some of the most deprived areas of Bridgend and provide families with better opportunities for their children. The programme ensures that children across the county have the opportunity to develop, play and learn in readiness for school.

The Authority's Flying Start Programme has the following key programme strands:

- Health
- Childcare
- Parenting
- Early Language Development

The Flying Start programme in Bridgend is part of the Early Help- Integrated Working and Family Support services within the borough. All teams work in an effective team around the family manner to offer early identification and community based integrated support.

#### **5.3.1 Health**

The FS Health programme is led by the appointed FS Health Visitor who works in each community within the integrated FS team and is based in many instances in the co-located office alongside the range of services and the FS childcare. The FS HV team offer, alongside the intensive support for families, groups such as weaning groups and Baby Massage.

Within the health team there are also FS Early Years Advisors (EYA's /Nursery Nurses) who support a range of support packages and groups; these range from

behaviour support, potty club, weaning, and sleep support to groups and programmes such as the Hello Baby programme. The FS programme in Bridgend offers Potty Club in each community supported by the Health EYA'S and is a support package to support parent understanding around the complexities of toilet training with an eye on school readiness. This programme is supported by a range of suitable resources and is both referral and drop in by nature.

There is a Counselling Psychologist within the FS team who supports parents following professional referral. Support to parents covers a range of issues many related to crisis or early life difficulties such as parenting experiences from their own childhood.

There is an extensive Midwifery team within the FS programme in Bridgend. The Flying Start Midwives delivering an intensive midwifery support to all FS parents and can offer FS parents the EYA delivered Hello Baby programme.

The FS Midwifery Team offer relaxation and Bumps to Babies Groups in the FS communities; these groups offer a range of advice support and social opportunities to develop links to support services and to enable parents to begin to develop, peer support relationships within the community. Breastfeeding support is key within FS with the whole team committed to the "Babies First Gift" approach.

Parent and Toddler groups in the FS communities are supported by the parenting team professionals, however team members from the LAP/SaLT/HV/EYA attend and contribute to this offer.

### 5.3.2 Childcare

Flying Start offers all eligible FS children funded childcare from the term following their second birthday to the end of the term in which they are three. The offer is for up to 12.5 hours per week for 39 weeks per year (the academic term period).

The childcare entitlement is achieved through a number of provisions. There are 11 stand-alone Flying Start childcare settings operating in Bridgend; however places are also purchased at agreed local (mixed economy) childcare settings for Flying Start children.

The childcare provision in the original Flying Start areas of Afon y Felin, Betws and Caerau is delivered in partnership with Action for Children. Settings are at: Dechrau n Deg Lon y Parc, FS Blaenllynfi, FS Caerau Primary, FS Plasnewydd, FS Betws, FS Sarn, FS Brackla, FS Blackmill, FS Lewistown, FS Afon y felin with places also available at settings in Corneli, Wildmill, Cefn Glas and Garth.

Welsh Language Childcare is available across FS in partnership with Mudiad Meithrin settings. FS Childcare is supported by the FS Childcare Co-ordinator and the FS Advisory Teacher.



The Local authority settings are Flying Start stand-alone settings and the agreed private/mixed economy settings are those where places are purchased.

### 5.2.3 Parenting and Family Support

The delivery of Family Support Nurture groups is available to all FS families. The FS team also delivers one to one sessions in the home. Access to FS family support and groups are available via both self and professional referral. Programmes offered by the FS team include Incredible Years, the Nurture Programme, Triple P and Healthy Child (WG developed programme). All family support groups are supported by crèche facilities and are warm friendly opportunities to share and meet other parents in the community. The Family Support Team also provides support for FS parents across a range of issues, including housing issues, budgeting, debt etc.

### 5.2.4 Early Language Development

This support is provided by a highly professional team led by Speech and Language Therapists (SaLT). Language and Play is a core feature of the Bridgend FS programme with opportunities for all children and their families to engage. The SaLT team have implemented a comprehensive, support screening and intervention programme for all 2-3 year olds attending Flying Start childcare settings. The team offer a range of groups for parents such as Talk to Your Baby and Tweenie LAP. Extensive training for FS staff is a core part of the service which ensures the speech and language of FS children is a key area for development during their time in the programme.

### 5.2.5 Transition

FS Bridgend has developed an effective transition policy which reflects the ethos that emotional well-being is essential in terms of learning. The core purpose of managing transitions effectively is to ensure that all Flying Start children and their parents will experience practical and emotional support through all transition stages to with a particular focus on Foundation Phase nursery provision.

The Flying Start areas are shown in Appendix 1.

## **5.4 Supporting People Programme**

Supporting People is a Welsh Government funded programme for delivering housing related support services to vulnerable people aged 16 years and upwards who live in the community. It funds housing related support for a range of supported accommodation for vulnerable people to provide a better quality of life and help them to live independently. It includes funding for schemes such as hostels, refuges, temporary accommodation and for groups such as young people, the homeless and ex-offenders. It also funds the housing related support within group homes and retirement/sheltered accommodation for older people and people with learning

disabilities. Other support can be for people in their own homes, such as floating support.

The aims of the Programme are:

- Helping vulnerable people live as independently as possible.
- Providing people with the help they need to live in their own homes, hostels, sheltered housing or in other specialist housing.
- Preventing problems or providing help as early as possible in order to reduce demand on other services such as health and social services.
- Providing housing related support to complement the personal or medical care that some people need.
- Putting people at the heart of the programme.
- Ensuring high quality services, which are delivered as efficiently and effectively as possible through joint working between organisations that plan and fund services and those that provide services
- Providing support based on need.
- Promoting equality and reducing inequalities.

Housing-related support is provided to help vulnerable people develop or maintain the skills and confidence necessary to live as independently as possible. It has housing, and preventing homelessness or people living in inappropriate institutional settings, at its core. Support can be offered to anyone eligible, regardless of their tenure.

The principles of housing-related support are to:

- Support the user to access, maintain and manage accommodation by assisting them to develop or maintain the necessary skills and confidence to live as independently as possible.
- Prevent the need to move to more dependent forms of accommodation.
- Prevent homelessness.
- Provide support to people who are presently, or have a history of, living unsettled patterns of life that may have contributed to chaotic patterns of behaviour.

People eligible for services must be over 16. Provision of housing-related support services will be based on identified or assessed needs; this assessment must be flexible and person centred. The Programme allows for innovation, e.g. consideration of developments within housing, support and social care. It is accepted by the Welsh Government that the services which go together to create 'housing-related support' are broad and wide ranging.

## **6.0 Themes**

The following themes are reflected in one or more of the four main programmes and are key to tackling poverty. There may be other projects / services that the Council

and its partners deliver under these themes however they are not reflected in this 2016/17 Tackling Poverty Priorities document:

### **6.1 Childcare**

The Families First provision within this theme deliver help for parents and carers with children age 3 or under wanting to use registered childcare to assist them in returning to work, attending training or for young parents in statutory education. In addition, parents can access childcare support in order to relieve stress on the family or where a delay in the developmental needs of a child have been identified. The projects / services work towards the national outcomes of helping working age people in low income families gain and progress within employment, encouraging children and young people in / or at risk of poverty to achieve their potential, are healthy and enjoy wellbeing and that families are confident, nurturing, resilient and safe.

The childcare team are in the process of making strong links with PACE, the new European funded programme, in a collective approach to removing the barriers parents and carers face with childcare when seeking education, employment or training.

### **6.2 Community Involvement & Engagement**

The Community Involvement Plan is a fundamental part of the Communities First programme and is a key requirement by Welsh Government. The plan is submitted to Welsh Government each year and identifies the actions and proposals of each of the Communities First cluster teams to engage, involve and ensure participation of all communities within the Communities First programme but especially the 'hard to reach'. Key information on all activities and expenditure relating to the plan is submitted to Welsh Government as part of the monitoring arrangements. Activities support the key programme priorities and include consultation events, celebration and social development opportunities, a Summer Programme of activities for families during school holidays as well as an Annual Conference and Cluster Forum which form part of the governance arrangements for the programme.

### **6.3 Disability**

The projects / services within this theme provide professional advice, support and guidance on managing the affects disabilities have on families. They work directly with families to develop coping mechanisms and build confidence. They aim to develop greater family resilience and independence by adopting a more flexible family centred approach, i.e. growing the ability to cope wherever possible, without the need to access costly specialist support services, to help children and young people with a disability develop their potential through a series of planned workshops and activities. The projects / services work towards the national outcomes of helping

children and young people in or at risk of poverty achieve their potential, are healthy and enjoy wellbeing and that families are confident, nurturing, resilient and safe.

#### **6.4 Domestic Abuse**

The projects / services provide support to victims of domestic abuse through a number of models of support including refuge accommodation, floating support, temporary move-on accommodation and a one-stop-shop. A child counselling service is also provided to help children deal with related issues.

#### **6.5 Family Support**

The Early Help Team within Integrated Working and Family Support provide a wide range of family support services through a coordinated JAFF (Joint Assessment Family Framework) /TAF (Team Around the Family) approach. Family support services are co-located through a hub based model of delivery offering services such as Family Support Workers, Family Engagement Officers, Lead Workers, Education Welfare Officers. The co-location of these services offers the opportunity for better partnership working, sharing of information, raising awareness of service provision, which ultimately improves service delivery for children, young people and families. Children and families access support through a 'one referral route' and 'whole family assessment' process offering packages of support that are coordinated and time limited, leading to families feeling empowered and self sustainable. The Early Help process ensures families access the right support at the right time, which reduces the risk of duplication and maximises resources.

Other projects involved in delivering family support provide services such as practical home management which includes offering advice and guidance to develop routines in the home and support families who are experiencing or are at risk of domestic abuse. The projects / services deliver a restorative approach to conflict resolution within families, communities and school settings. They also provide practical support for young carers, tailored to suit the needs of each individual carer and their family. The projects / services work towards the national outcomes of helping working age people in low income families gain and progress within employment, encourage children and young people in or at risk of poverty achieve their potential, are healthy and enjoy wellbeing and are confident, resilient and safe.

Each individual project along with the statutory and other commissioned Families First single agency support services, intrinsically form the Team Around the Family, as and when required.

#### **6.6 Health**

The projects / services within this theme deliver targeted activities that support the public health agenda such as physical activity, healthy eating, risky behaviour e.g. smoking, sexual health and alcohol etc. The projects / services provide housing related support to vulnerable people to assist them to maximise their independence

and general wellbeing.. There is a Counselling Psychologist within the FS team who supports parents following professional referral. Support to parents covers a range of issues many related to crisis or early life difficulties such as parenting experiences from their own childhood.

## **6.7 Homelessness**

The projects / services within this theme provide support for vulnerable individuals who are homeless or at risk of being made homeless. The support of staff is focused on providing people with the confidence and skills needed to sustain independent living. The projects / services aim, where possible, to maximise early intervention opportunities to ensure accommodation is sustained.

## **6.8 Learning**

The projects / services within this theme provide individual and family learning, support and mental wellbeing. They support families to be engaged in their children's education and support children to ensure they do not fall behind their peers. They provide; targeted and specialist provision of appropriate language and play services which promote the early development of speech, language and communication for both child and parents; lifelong learning opportunities to acquire qualifications and take part in employability and skills based courses; advice, practical assistance with skills development and ongoing support to achieve goals. There is also specific support aimed at young people between the ages of 11-16 to address issues such as behaviour, anger management, confidence and basic skills. Additionally, Learning Sets form a key element of the Families First programme. Learning Sets are one of a range of development tools which can be used to share best practice, learn new ways of working, share experiences, help with problem solving and grow the skills of staff involved in service delivery.

The support for Early Language Development in Flying Start is provided by a highly professional team led by Speech and Language Therapists (SaLT). Language and Play is a core feature of the Bridgend FS programme with opportunities for all children and their families to engage. The SaLT team have implemented a comprehensive, support screening and intervention programme for all 2-3 year olds attending Flying Start childcare settings. The team offer a range of groups for parents such as Talk to Your Baby and Tweenie LAP. Extensive training for FS staff is a core part of the service which ensures the speech and language of FS children is a key area for development during their time in the programme, this good practice is also embedded across wider LA mainstream services. Further to this there are clear and effective transition arrangements from Flying Start into schools which ensure the introduction of the Foundation Phase approach and assessment for Flying Start children moves with the child into the more formal setting of a nursery class.

### **6.8.1 BCBC Basic Skills Team**

Bridgend has a strategic approach to providing basic skills support across the LA. With the Basic Skills co-ordinator managing a range of Flying Start, Families First and Communities First (working with specific schools) Language and Play (LAP) officers.

The Basic Skills Team is committed to promoting family engagement and encouraging schools and settings to run Family engagement programmes accordingly. The Basic Skills team deliver quality training to school staff on a termly basis, closely monitoring programme delivery and facilitating good practice events to ensure consistent high quality provision. The Basic Skills Team will continue to set challenging targets for participation and learning, and will work to refine and develop practice.

#### 6.8.2 Families First Team

The FF officers deliver a variety of age-stage appropriate group sessions, following a referral from Health Visitors, Speech and language Therapists (SaLT) and Family Support Workers.

The pre-school LAP programme follows a similar structure as the school based LAP programmes. This allows a smooth transition into the LAP provision in the Foundation Phase where families choose to remain engaged.

In addition to the group based sessions, the FF LAP team offer one-to-one LAP sessions within the community hubs. All sessions are carefully planned depending on the needs of the individual to ensure the highest level of effective support.

The FF team have developed a 'Learn Together' booklet that provides evidence of the distance travelled, following the initial assessment with each family. The booklet provides opportunities for parents/carers to record events and milestones achieved during the programme. The Learn Together booklet has been adopted by other partner providers within Families First.

#### 6.8.3 Communities First Team

The Communities First team provides a range of support for learning and skills development for children, families and individuals. CF Basic and Key Skills Officers provide bespoke literacy and numeracy interventions to schools in Cluster areas in specific schools in target postcode areas. Additionally, a Numbers Count Project is active in some Communities First Schools which identify pupils who require additional numeracy support and provide dedicated interventions to raise their level of understanding of numeracy. Working closely with Adult Community Learning the Communities First Bridgend Employment and Skills Project (BESP) provides bespoke basic skills support for adult individuals seeking to become more work ready

Lifelong Learning Officers act as brokers to provide opportunities within communities for learning and training opportunities, most of which are employment related. Through engagement with communities, local needs are identified and opportunities are developed to provide appropriate and relevant taster sessions, non-accredited confidence building sessions progressing to accredited training opportunities with the aim of supporting individuals to increase their qualifications to become more work ready.

### **6.9 Older People**

These projects / services are exclusively commissioned through sheltered housing schemes throughout the County Borough. A new service is being commissioned, in line with the Aylward recommendations whereby support is provided to older people in the community based on need rather than tenure.

### **6.10 Parenting**

The projects / services within this theme deliver one to one and group parenting support sessions, including support for young people displaying challenging, risky and / or offending behaviour. They provide formal parenting support which may take place in groups or one to one in the family home. Parenting support focusses on positive outcomes for children, working with the parent to reduce risk, strengthen parenting capacity, develop and build resilience and sustain positive change. Within Flying Start the delivery of Family Support Nurture groups is available to all FS families. The FS team also delivers one to one sessions in the home. Access to FS family support and groups are available via both self and professional referral. Programmes offered by the FS team include Incredible Years, the Nurture Programme, Triple P and Healthy Child (WG developed programme). All family support groups are supported by crèche facilities and are warm friendly opportunities to share and meet other parents in the community. The Family Support Team also provides support for FS parents across a range of issues, including housing issues, budgeting, debt etc.

Dad's Worker working specifically with fathers and their children through an evidenced based parenting programme to improve and develop skills as a parent. Focus on reducing risk and increasing the protective factors associated with resilience. Assist family members to gain or re-gain positive control over their own lives.

### **6.11 Physical / Emotional / Wellbeing Support**

The projects / services within this theme aim to help improve levels of physical and emotional health and wellbeing of children, young people and families. Areas of support include health and diet, substance and alcohol misuse, sexual health, child sexual exploitation and child and youth counselling through both one to one and group support. In addition, a broad range of activities are delivered which aim to

overcome personal barriers such as lack of confidence or low aspirations. There is a Counselling Psychologist within the FS team who supports parents following professional referral. Support to parents covers a range of issues many related to crisis or early life difficulties such as parenting experiences from their own childhood.

### **6.12 Prosperity**

The projects / services within this theme deliver basic skills support for individuals, employment related accredited learning and targeted and personalised advice in respect of debt, welfare benefits and household money management. They provide employment skills, confidence building, advice, support and development through bespoke pre-employment related courses working with local job centres. They provide digital inclusion advice and support to mitigate the effects of a lack of, or poor understanding of Information, Communication and Technology (ICT) including use of the internet for online services. They also provide opportunities to attend a variety of work placements and work with local businesses and partners to link participants with volunteering which delivers confidence to seek work related opportunities.

### **6.13 Young People**

Recently commissioned services for young people include accommodation-based support for 16/17 year olds, accommodation-based support for 18-21 year olds, crisis intervention to sustain young people in their accommodation, step down accommodation as their support needs decrease and an intervention worker to prevent young people being made homeless. A Dad's Worker is also employed to work specifically with fathers and their children to deliver 1:1 or group support to improve and develop their skills as a parent.

The Communities for Work Programme includes mentoring support for young people between the ages of 16 – 24 to support them into work with the intention of reducing the number of NEETS (not in employment education or training). Other support for this age range is available through the general Communities First Programme and includes access to learning and employment activities

Activities are also provided in Communities First areas through family support, family engagement and specific literacy and numeracy schemes for schools as well as health and learning related opportunities during the summer programme events.

## **7.0 Key Data**



An exercise was undertaken to gather information on the extent of project / services each of the Programmes facilitate to tackle poverty. The exercise identified 71 projects / services currently being delivered across the county borough, providing services to over 11,489 individuals/families.

The Figures below represent the main findings from the evaluation of the Matrix of projects/services provided under the Four Programmes.

Figure 1 shows the number and percentage of projects / services by theme.

**Figure 1**

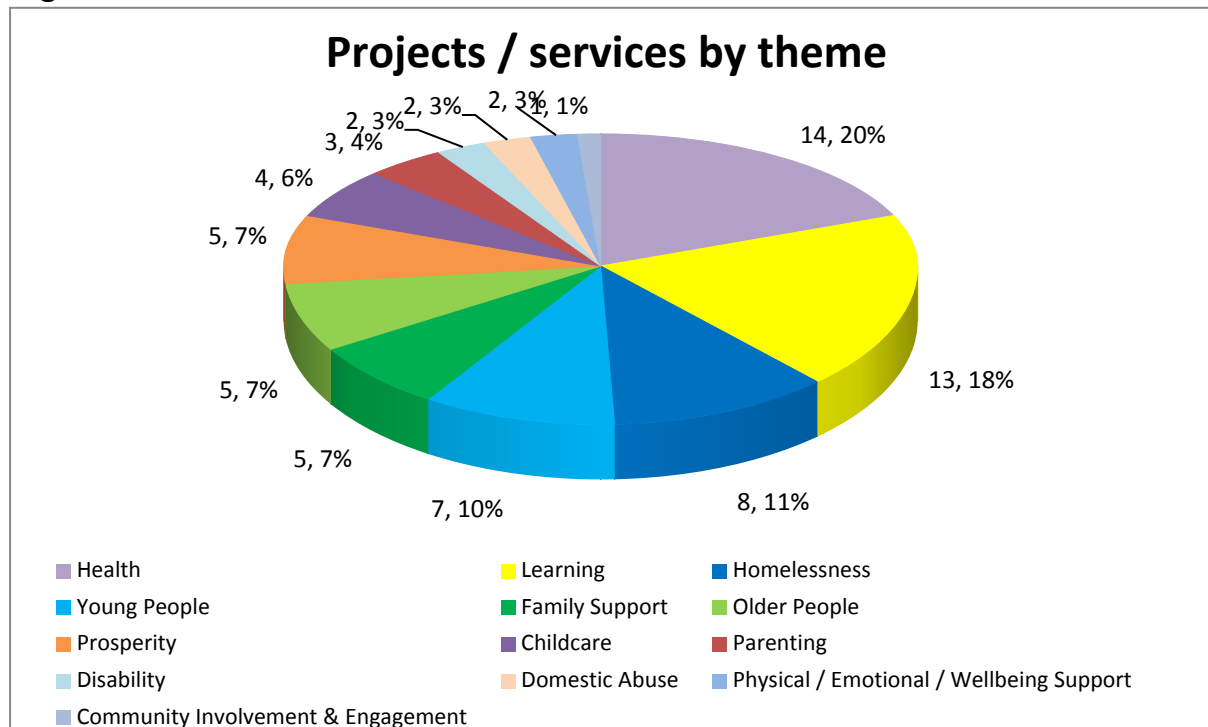


Figure 2 shows the annual delivery cost for each theme. It can be seen that the “health” theme accounts for 33% of the total spend. Interestingly the “learning” theme accounts for 18% of projects / services delivered but only 9% of the grand total value is allocated to this theme.

**Figure 2**

Theme	Sum of Total Project / Service value per annum (delivery cost)	% of Grand Total
Health	£4,198,719.64	33%
Childcare	£1,723,229.00	14%
Homelessness	£1,325,241.36	11%
Learning	£1,168,148.00	9%
Central Team	£1,093,128.00	9%
Young People	£764,910.00	6%
Family Support	£467,939.00	4%
Parenting	£337,319.00	3%
Prosperity	£321,888.00	3%
Domestic Abuse	£320,390.00	3%
Physical / Emotional / Wellbeing Support	£245,859.00	2%
Older People	£234,165.00	2%
Community Involvement & Engagement	£177,813.00	1%
Disability	£164,500.00	1%
<b>Grand Total (Grant Funded)</b>	<b>£12,543,249.00</b>	
Bridgend Council Core Funding	£223,188.00	
<b>Grant Total (Grant funded &amp; Core Funded)</b>	<b>£12,766,437.00</b>	

Figure 3 shows the annual delivery cost for each Programme. It can be seen that the Supporting People Programme accounts for almost half (46%) of the total grant allocation.

**Figure 3**

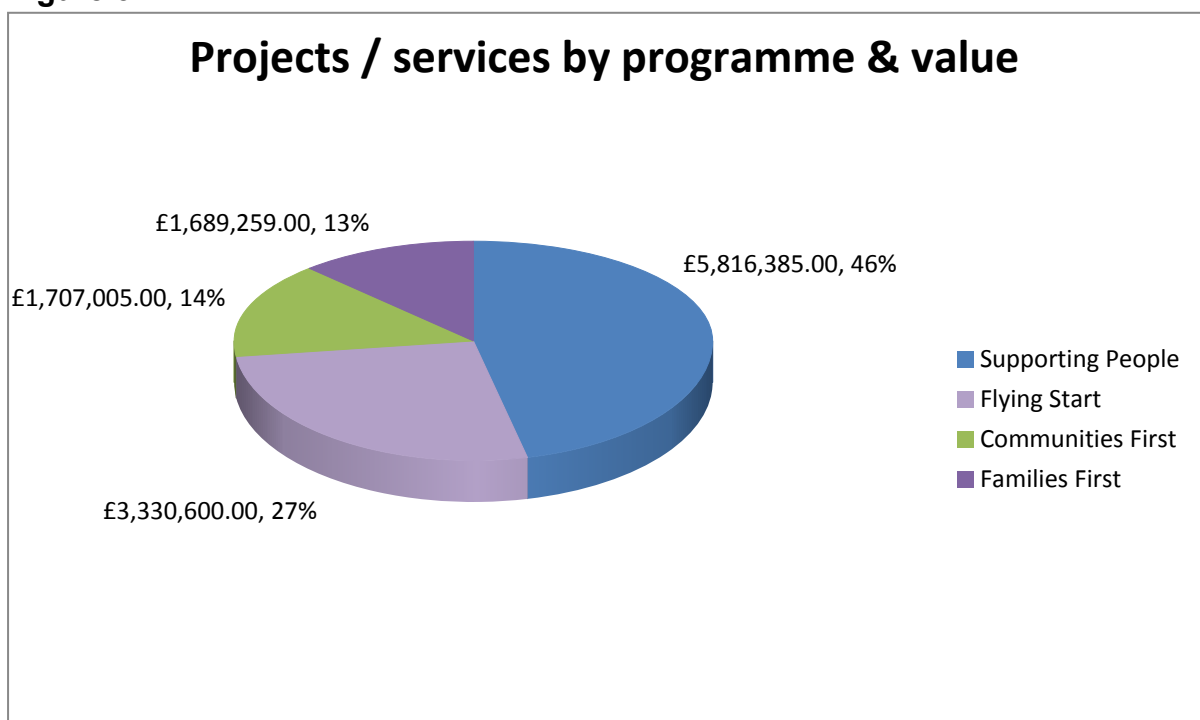


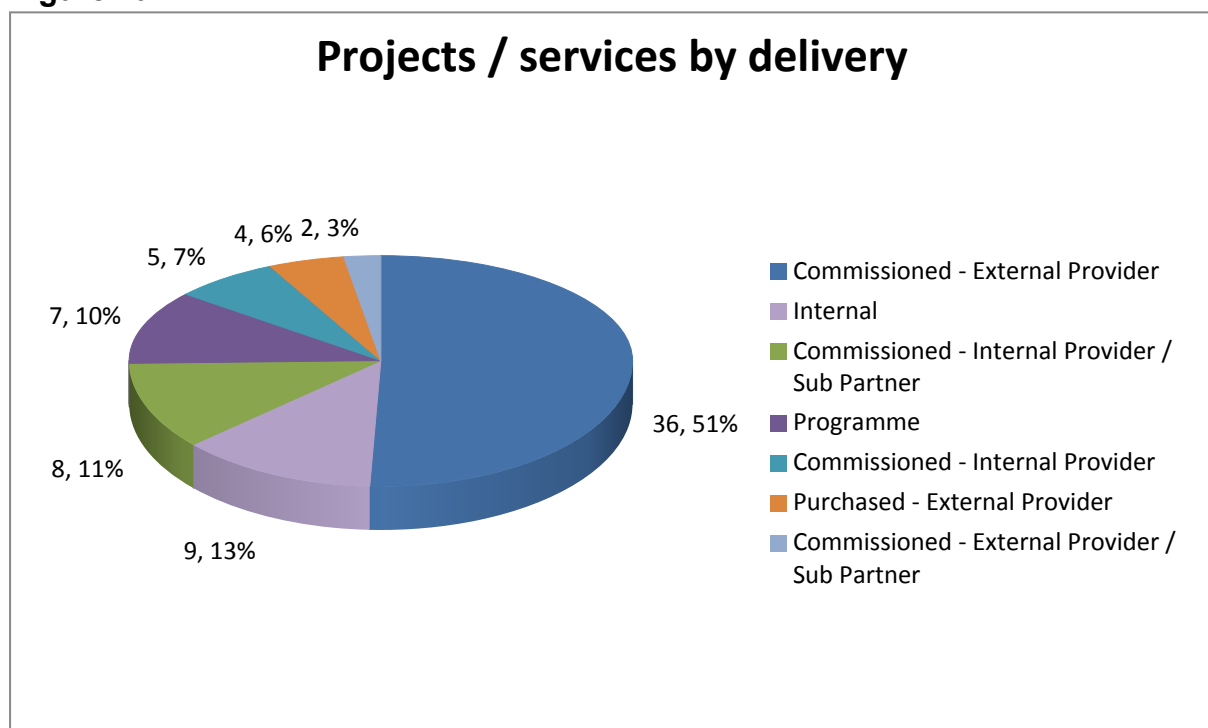
Figure 4a and 4b show the projects / services by delivery. The categories of delivery are as follows;

- **Commissioned – External Provider** whereby the project / service is delivered by a provider that is not part of the Local Authority
- **Commissioned – Internal Provider** whereby the project / service is delivered by the Local Authority
- **Commissioned – External Provider / Sub Partners** whereby the project / service is delivered by a provider that is not part of the Local Authority but the provider has sub-contracted the service
- **Internal** whereby the project / service is delivered by the Local Authority but not commissioned
- **Programme** whereby the project / service is delivered directly by staff employed within the Programme itself by the Local Authority
- **Purchased – External Provider** whereby the project / service is delivered by a provider that is not part of the Local Authority but there is no requirement to commission, or a project / service can only be provided by a statutory partner e.g. Health

Figure 4a demonstrates that commissioned services provided by an external provider account for the majority (51%). Interestingly, 20% of projects / services are delivered internally by the Local Authority.

Figure 4b shows that 36 (50%) commissioned projects / services are delivered by an external provider. Overall, 51 (72%) of the 71 projects / services are commissioned.

**Figure 4a**



**Figure 4b**

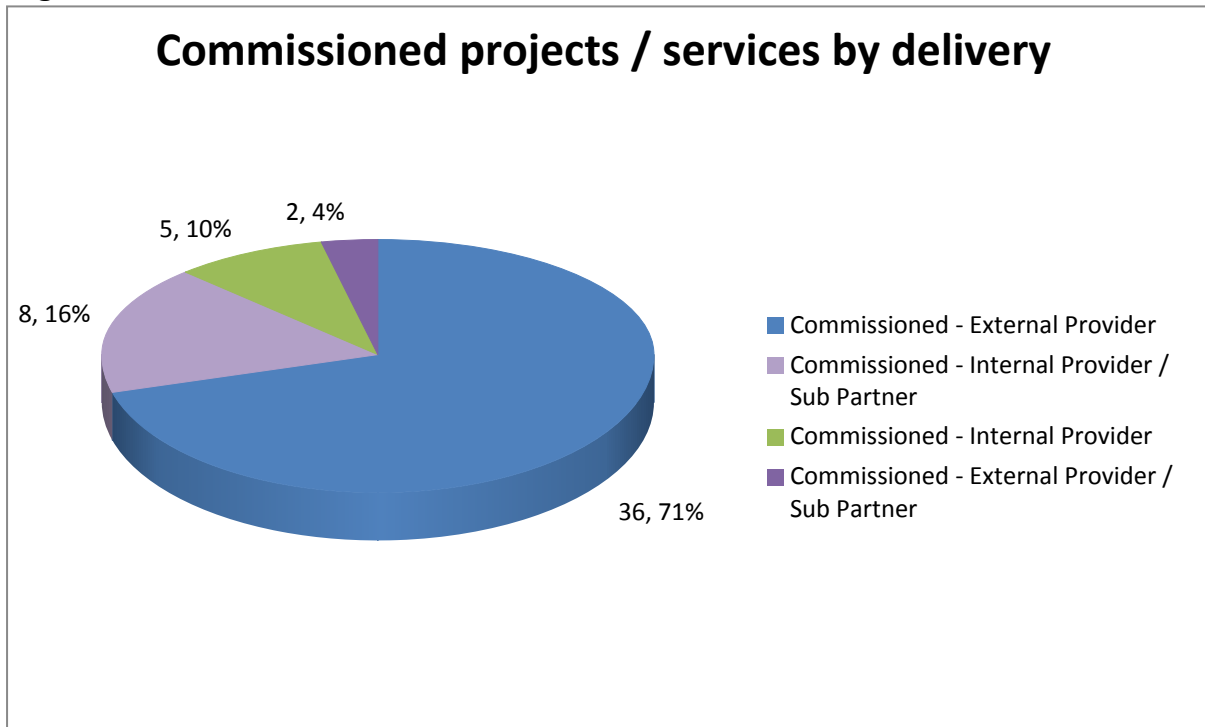


Figure 4c shows that 46% of the total grant allocation is delivered by externally commissioned providers. 59% (£6,762,751.10) of the total grant allocation (excluding the cost of the central teams) is allocated to commissioned projects / services.

**Figure 4c**

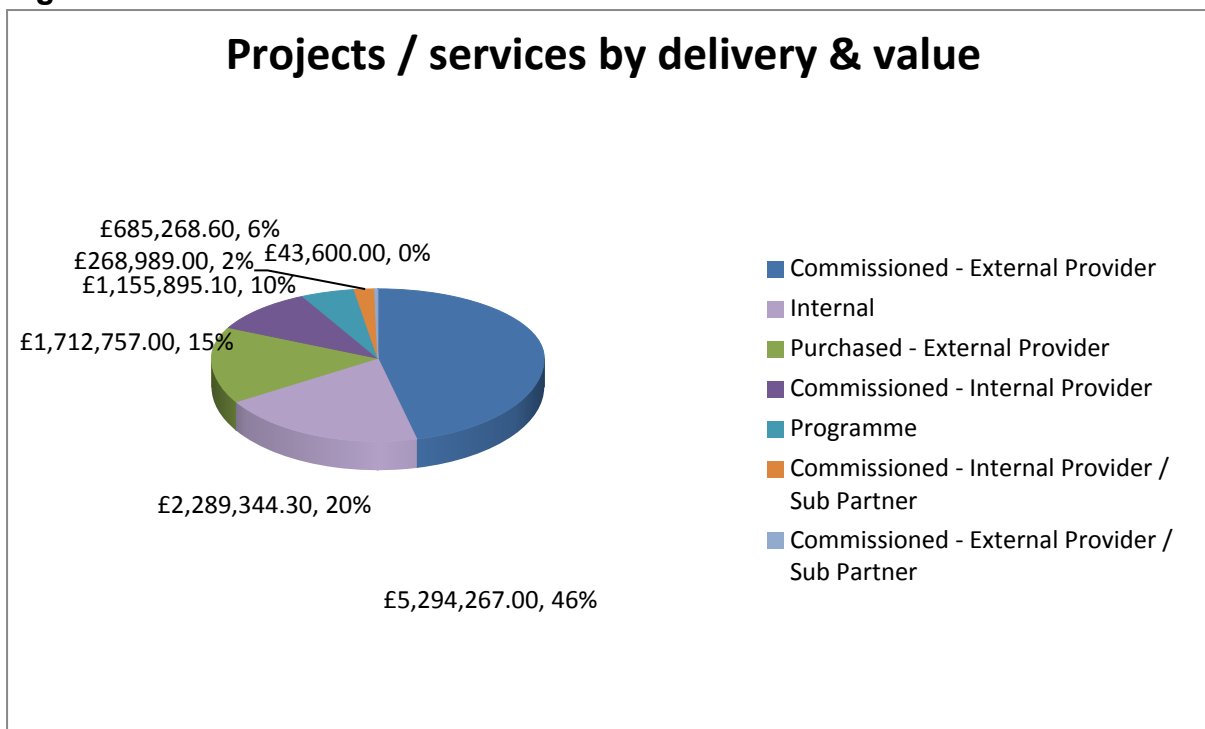


Figure 4d show the number of commissioned projects / services by theme.

**Figure 4d**

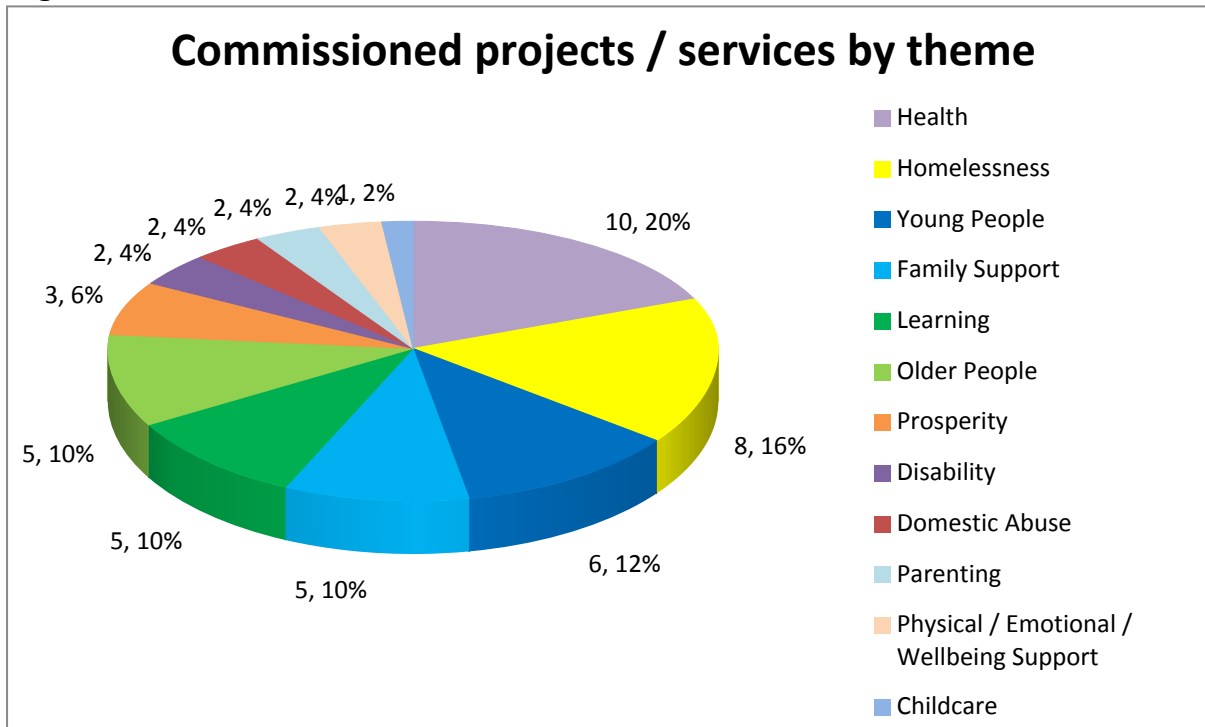
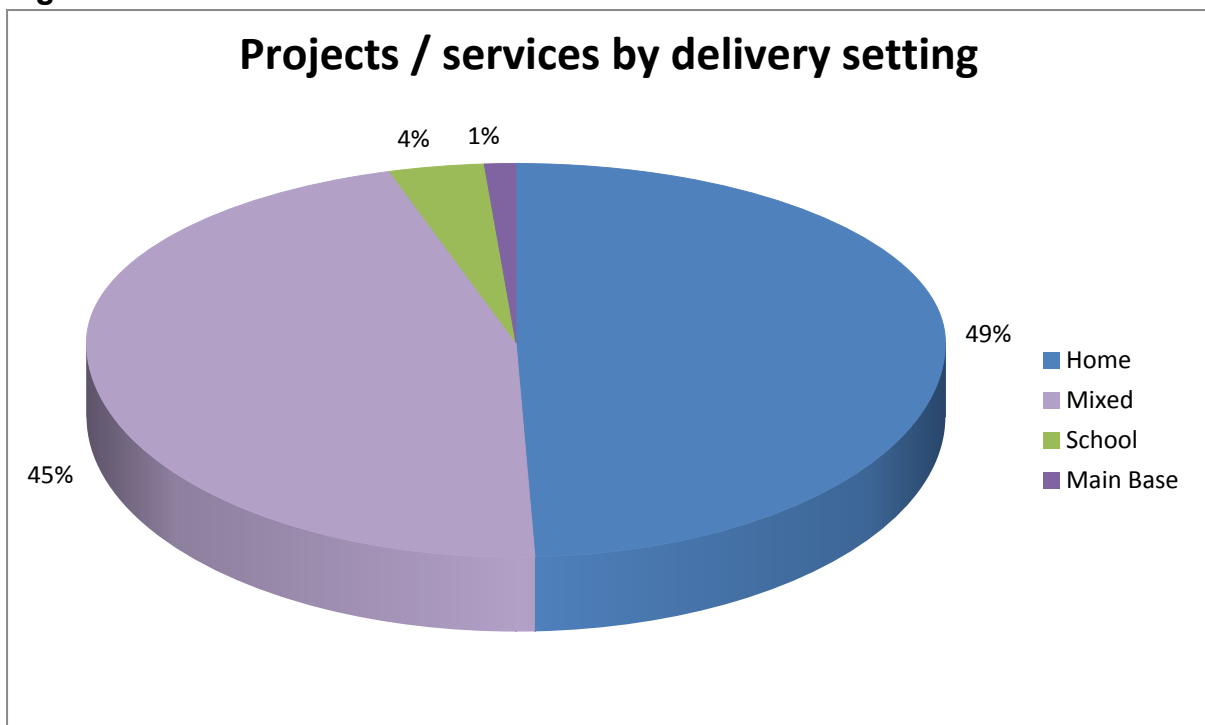


Figure 5 further shows that a slightly higher percentage of projects / services are delivered in the service users' homes (49%). However, this is predominantly Supporting People projects / services (housing related support) and includes supported temporary accommodation. There is only 1 project / service delivered from the main base which is delivered by Communities First and is the Basic and Key Skills Co-Ordinator that delivers the service via the telephone from the Civic Offices.

**Figure 5**



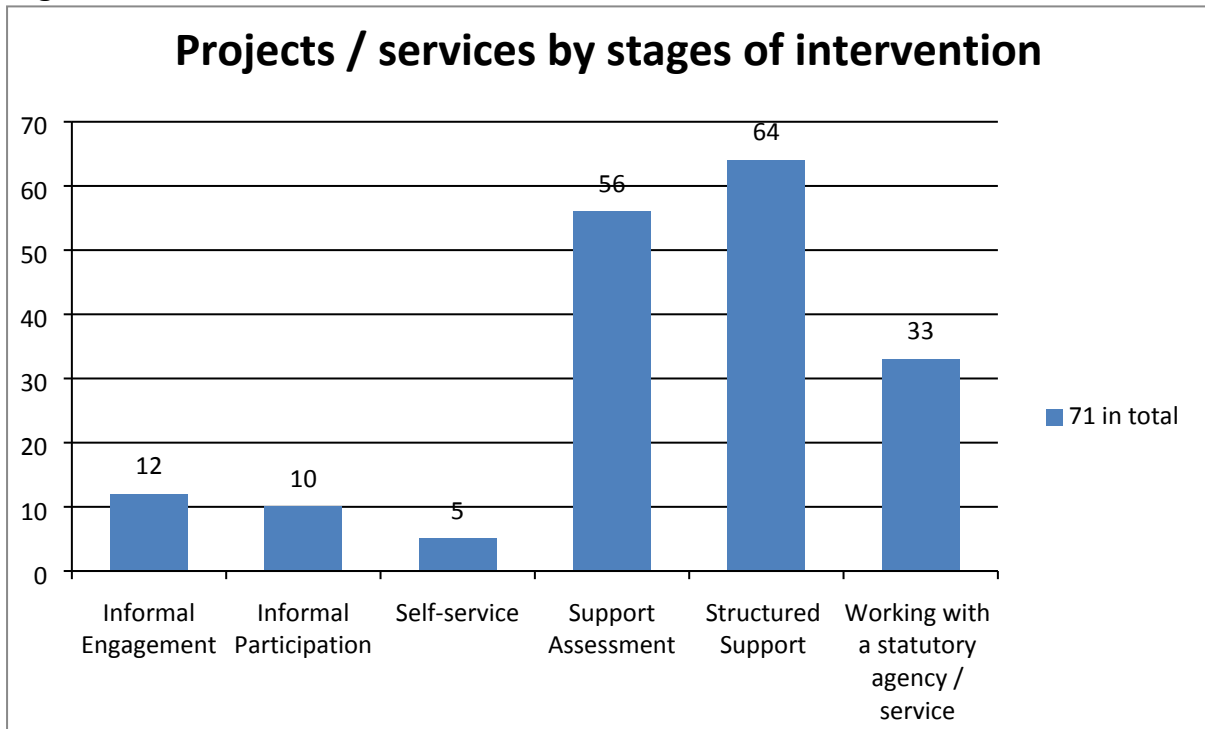
The document identifies six stages of intervention which are as follows:

- **Informal Engagement** – General community and individual involvement that is not prescribed and people choose to take part e.g. where a person chooses to attend a forum or receive information that is provided to them.
- **Informal Participation** – Individual involvement and take up of a planned activity by choice. There is no obligation to attend and no on-going support requirement; limited assessment of needs.
- **Self-service** – Drop-in advice and assistance targeted towards a specific need in order to avoid further intervention. Non-casework based and no formal referral or assessment.
- **Support Assessment** – Through a referral mechanism including self-referral; an assessment is undertaken to identify needs and advice / signposting provided.
- **Structured Support** – Through a referral mechanism including self-referral; case work based where an assessment is undertaken to identify eligibility / needs and services are provided accordingly.
- **Working with a statutory agency / service** – Working with another agency / service where they are fulfilling their legal requirement to intervene and take action e.g. children in need or providing care.

Figure 6 and Figure 7 demonstrate that a small percentage (12%) of projects / services provide informal engagement and informal participation. This confirms that the vast majority of support (85%) is provided through a referral mechanism including self-referral and an assessment is undertaken to identify needs and advice / signposting provided, often with case work to identify eligibility / needs and services provided accordingly (support assessment and structured support).

It can be seen that in terms of potential gaps in delivery, informal engagement and informal participation are significantly underrepresented. Furthermore, self-service projects / services could also be increased to prevent needs escalating into more structured support.

**Figure 6**



Programme	Informal Engagement	Informal Participation	Self-service	Support Assessment	Structured Support	Working with a statutory agency / service	Total Number of Projects / Services Delivered
Communities First	12	10	3	6	7	3	13
Families First			2	16	16	16	17
Flying Start					7	7	7
Supporting People				34	34	7	34
<b>Grand Total</b>	<b>12</b>	<b>10</b>	<b>5</b>	<b>56</b>	<b>64</b>	<b>33</b>	<b>71</b>

Figure 7

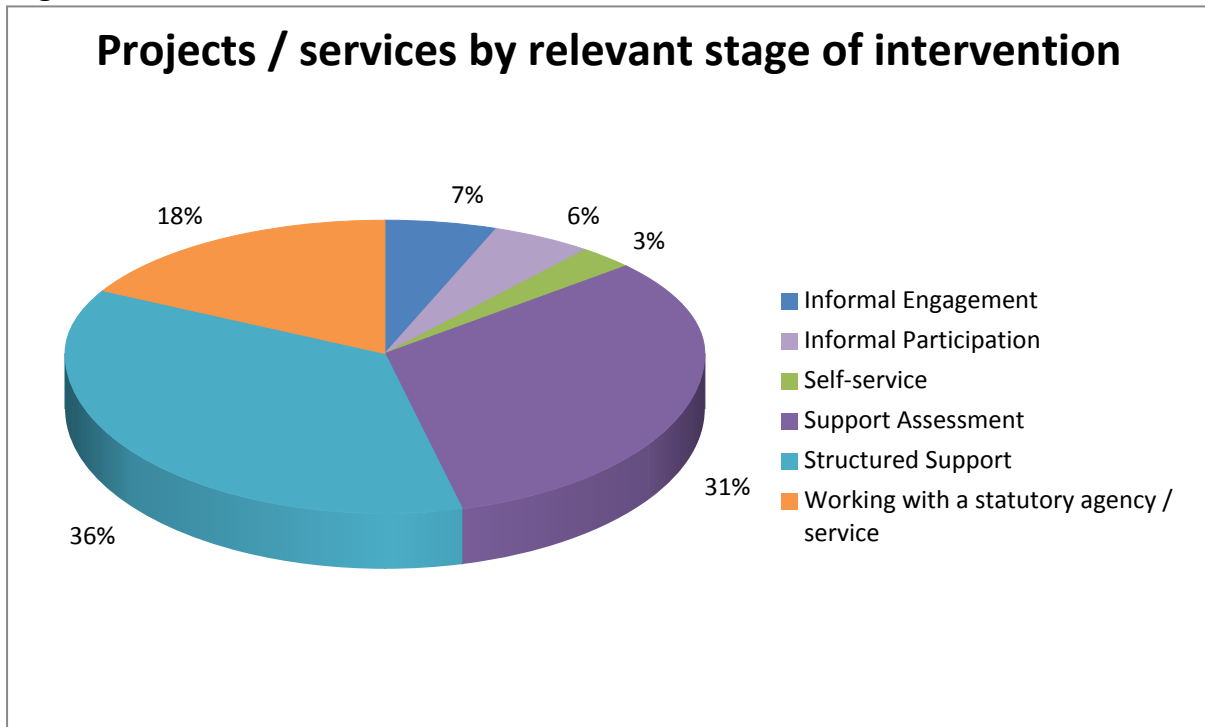


Figure 8 to 10 confirm how the projects / services contribute to the Council's corporate priorities as contained within the Corporate Plan 2016-20. It can be seen that 100% of the projects / services contribute to the priority "helping people to be more self-reliant".

Figure 8

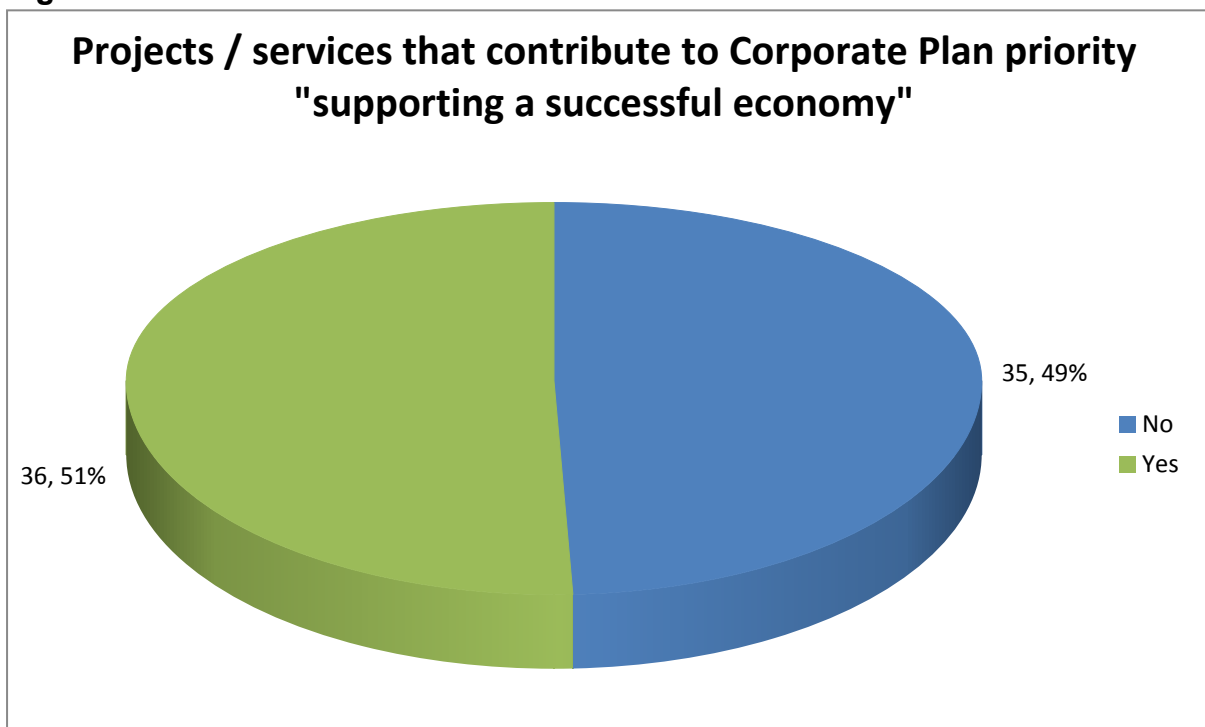




Figure 9

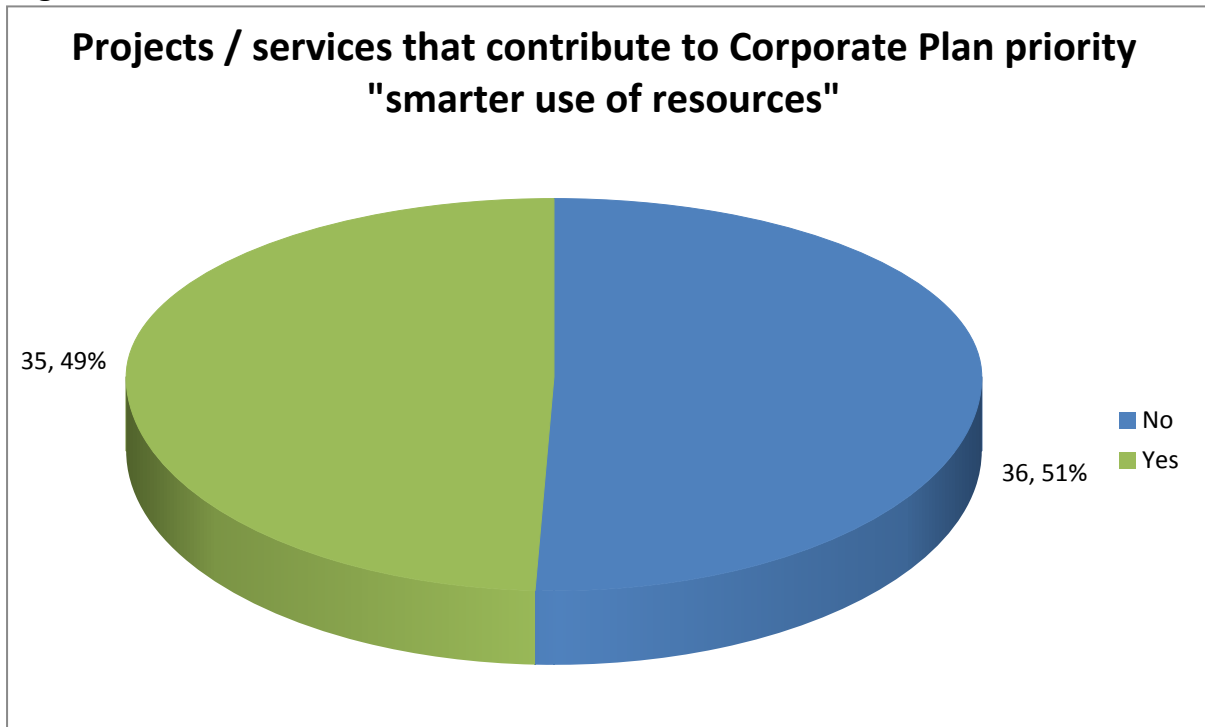


Figure 10

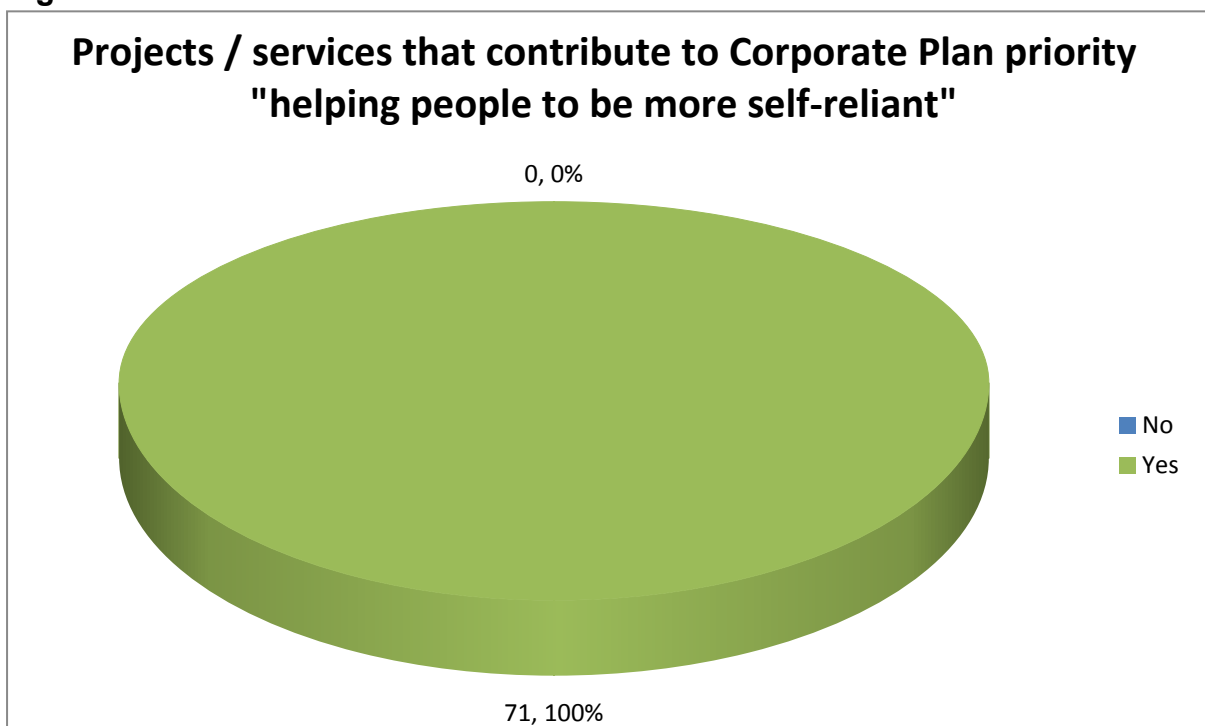


Figure 11 shows that all elements of wellbeing as contained within the Social Service & Wellbeing (Wales) Act 2014 are contributed towards by one or more of the tackling poverty projects / services.

**Figure 11**

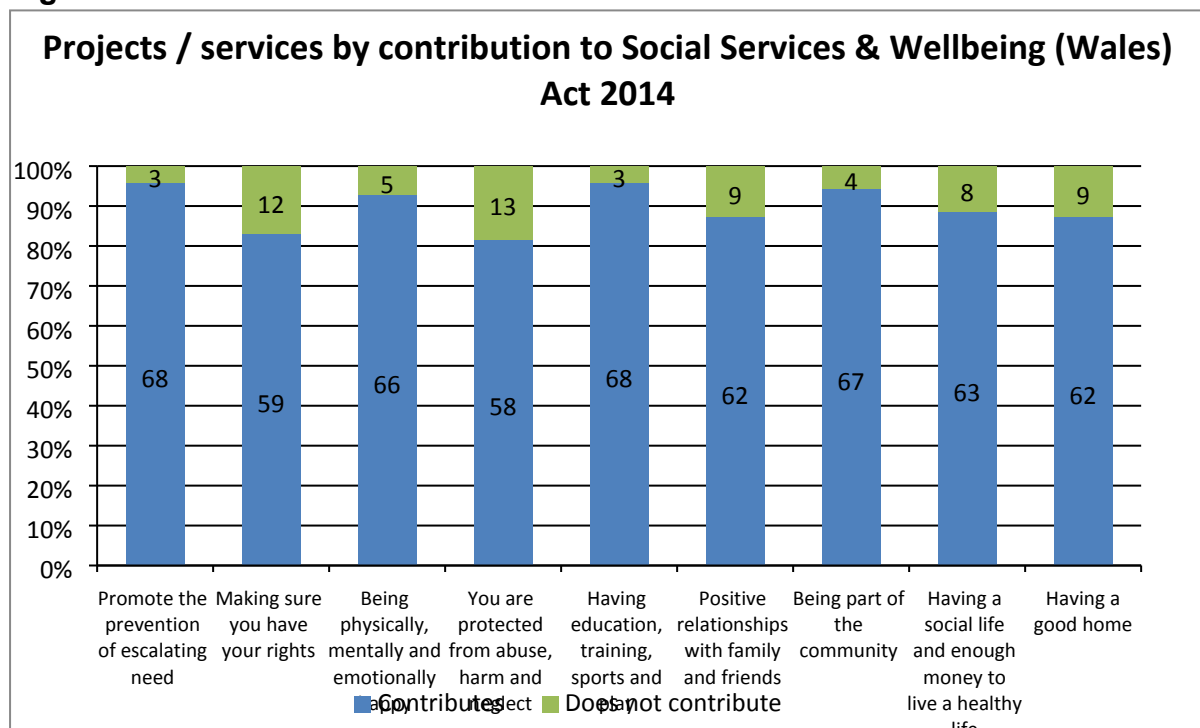
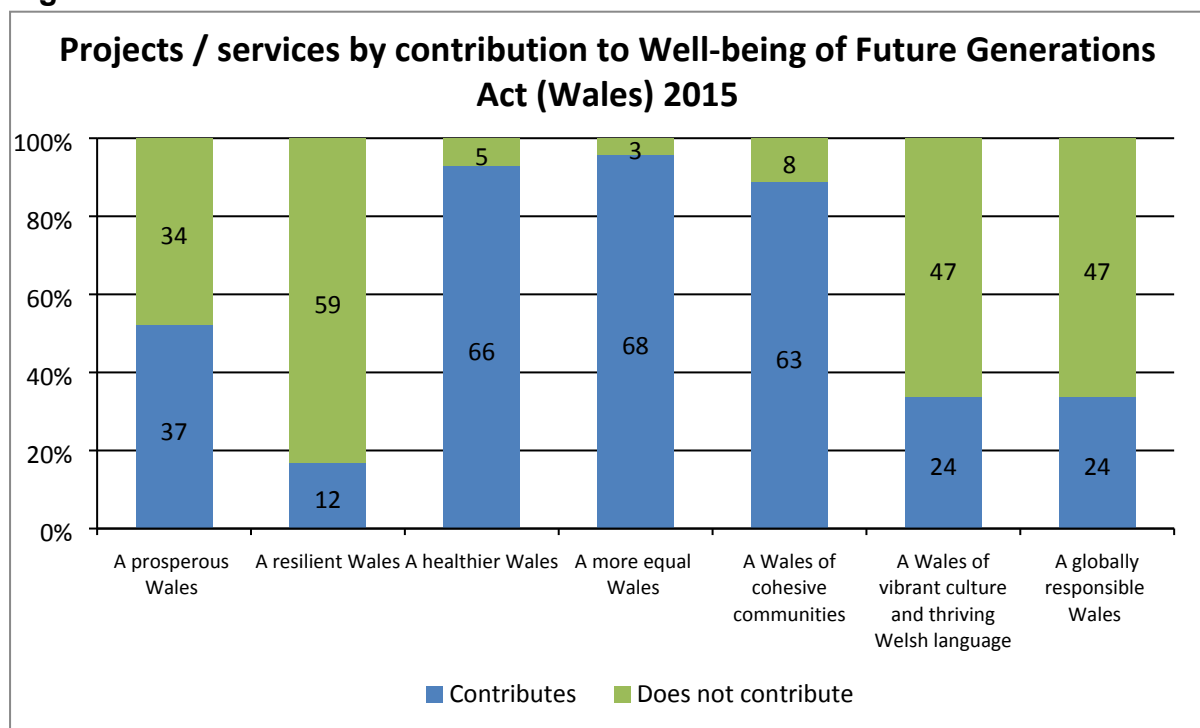


Figure 12 shows that the following goals contained within the Well-being of Future Generations Act (Wales) 2015 are significantly contributed towards by the tackling poverty projects / services; a healthier Wales; a more equal Wales and; a Wales of cohesive communities, which is expected from the tackling poverty programmes. A summary of the goals can be found in Appendix 2.

**Figure 12**



## 8.0 Priorities of the four Programmes

The Welsh Government outlined three key objectives in the Tackling Poverty Action Plan 2012-2016. These are:

- “To prevent poverty, especially through investment in giving children the best possible start in life. From conception through to early adulthood, our aim will be to reduce inequality at the earliest possible stage and break the link between socio-economic disadvantage, educational under achievement and the impaired life chances that flow from these;
- Recognising that the best route out of poverty is through employment, we will continue to help people to improve their skills and enhance the relevance of their qualifications. We will also remove other barriers to employment – from practical barriers such as the accessibility of transport and buildings to less tangible barriers such as poverty of aspiration - helping people to move on to and up the employment ladder;
- At the same time, we will increase action to mitigate the impact of poverty here and now. We recognise that for more and more people, even being in work will not guarantee that they can escape poverty. We can act to improve the quality of life of these communities, families and individuals”<sup>5</sup>.

Each of the four main programmes has their own existing priorities for action which contribute to the Welsh Government’s Tackling Poverty Action Plan. These are as follows:

<b>Communities First</b>	<b>Families First</b>	<b>Supporting People</b>	<b>Flying Start</b>
Prosperity	Family Learning & Engagement	People who are homeless or at risk of being made homeless	Health
Learning	Parenting Support	Women experiencing domestic abuse	Childcare
Health	Childcare Support	People with mental health issues	Parenting
	Family Support (Includes JAFF/TAF)	People with complex/co-occurring needs	Early Language Development
	Physical Emotional Wellbeing Support	Young people	

<sup>5</sup> Welsh Government Tackling Poverty Action Plan 2012-2016

	Disability	Older people	
		Support for people with dementia and their carers	
		People with an offending history	
		People with substance misuse issues	

The following strategic priorities for 2016/17 have been identified by the Tackling Poverty Planning Group and Stakeholders at the Tackling Poverty Conference held in July 2016:

- Responding to local need for early intervention and prevention through the JAFF/TAFF arrangements
- Responding to Welfare Reform
- Counselling and wellbeing services
- Delivering Communities First projects outside of the Communities First areas
- Helping people be more self-reliant
- Pre-intervention – informal early help support and engagement
- Training, engagement and sharing best practice amongst staff, partners and stakeholders
- Identifying opportunities for joint commissioning

### **9.0 Delivering & Monitoring the Priorities**

For 2016/17 the key achievable priorities will be delivered as per each Programme’s implementation plan as approved by Welsh Government. Progress in delivering the priorities will be reported to the Tackling Poverty Planning Group. The Planning Group will be responsible for:

- i. Governance arrangements;
- ii. Identifying the key priorities for 2016/17;
- iii. Agreeing 5% virement requests between Programmes, in line with the priorities set out within this document, to be submitted to Welsh Government for approval; and
- iv. Developing and agreeing a Tackling Poverty Strategy for 2017/18 which will be reported to Cabinet and PSB.

Specific activities will be managed and monitored at service level.

## **10.0 Early Indications for the Programmes for 2017/18**

Under the new administration, tackling poverty is the shared responsibility of every Cabinet Secretary and Minister. The Cabinet Secretary for Communities and Children leads on Welfare Reform and on the Child Poverty Strategy, coordinating work across government to deliver its objectives.

Addressing poverty and inequality and creating an economy which delivers for families and children continues to be a priority. Across the Welsh Government, all Cabinet Secretaries and Ministers are refreshing their approach to ensure we are focusing on the root causes of poverty. Departments are working together to identify ways we can do yet more to give children the best possible start in life and promote prosperity and well-being.

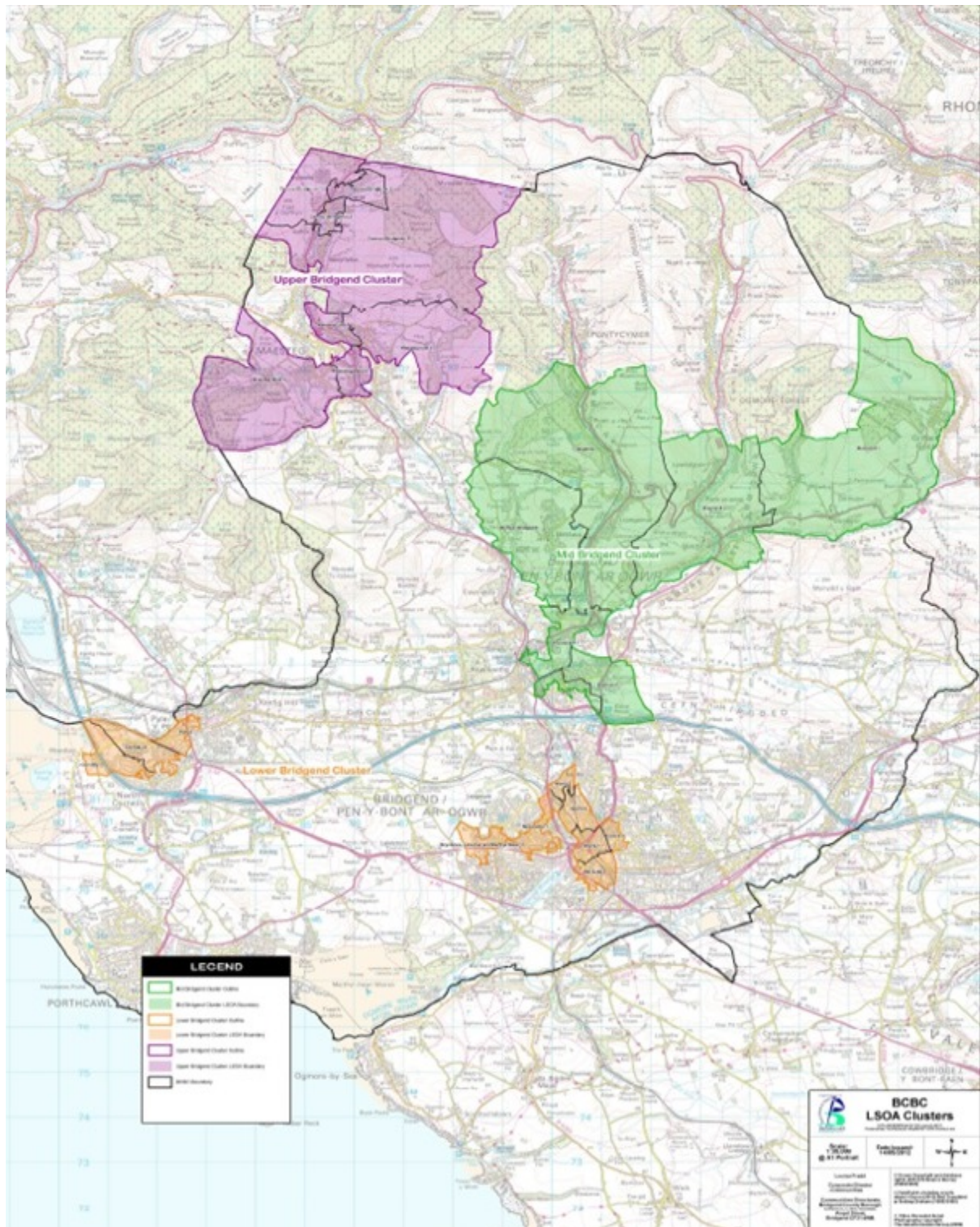
Improving outcomes in the early years and increasing employability have been identified as key priorities for tackling poverty. These priorities have been identified by reviewing what the evidence tells us about where we can have most impact in terms of improving the outcomes of low income households. These priorities also reflect the levers we have available in Wales to tackle poverty and reduce inequalities.

Future development will be informed by the assessments being carried out under the Social Services and Well-being (Wales) Act 2014 and the Well-being of Future Generations Act (Wales) 2015. It will also be dependent on Welsh Government guidance for the four Programmes being available. Welsh Government Officers from the Communities First Team have confirmed that Employability continues to be a Priority for the Minister and the Programme; for Supporting People Grant, Homelessness Prevention continues to be the focus and Priority; and for Families First the Cabinet Secretary has considered advice on the future of the Families First programme and has come to the following decision:

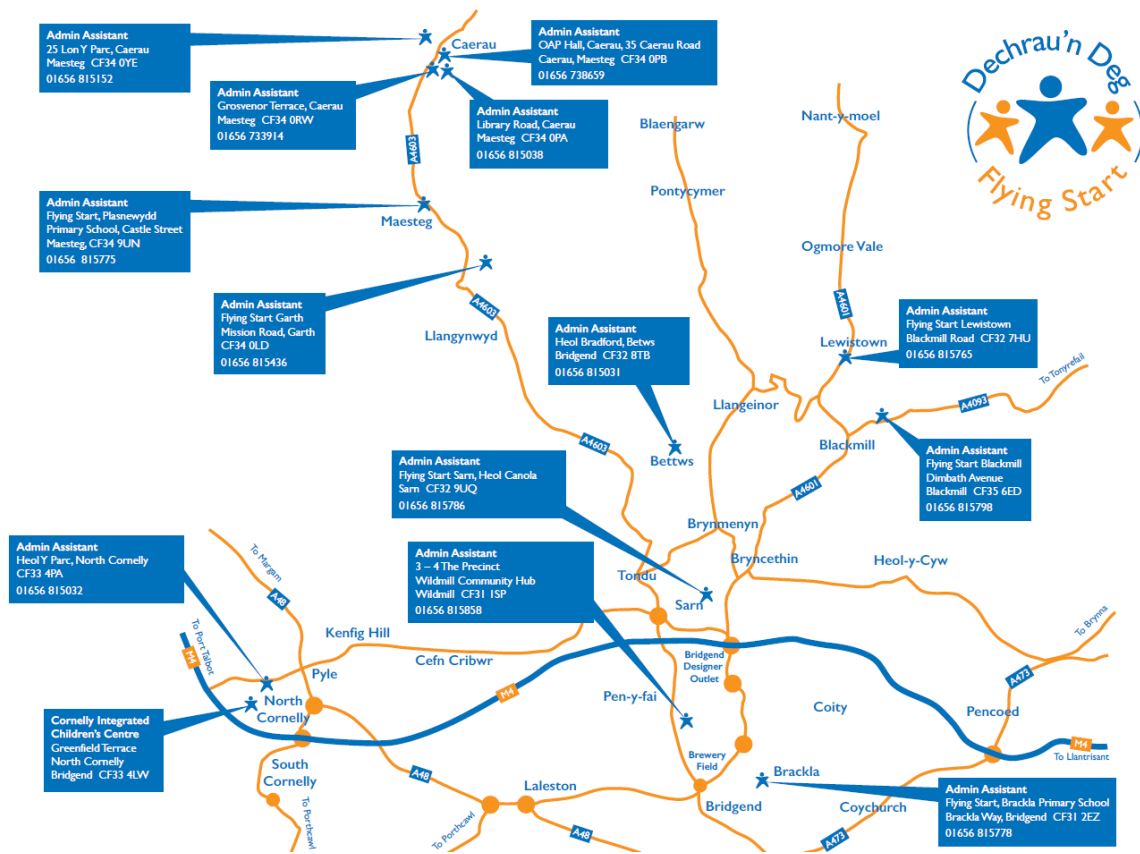
- The key elements of the JAF, TAFF and disability focus will remain unchanged, with £3 million per year ring-fenced funding for disability-related services being retained.
- The focus of the strategic projects commissioned through the programme will be narrowed to concentrate on the delivery of parenting support and support for young people.
- There will be a transitional period of at least six months from 1 April 2017 before these new arrangements are rolled out nationally.

# Appendix 1

## Communities First Cluster Areas



# Flying Start Areas



## Appendix 2

### Well-being of Future Generations Act (Wales) 2015

<b>A prosperous Wales</b>	An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.
<b>A resilient Wales</b>	A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).
<b>A healthier Wales</b>	A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.
<b>A more equal Wales</b>	A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).
<b>A Wales of cohesive communities</b>	Attractive, viable, safe and well-connected communities.
<b>A Wales of vibrant culture and thriving Welsh language</b>	A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.
<b>A globally responsible Wales</b>	A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.



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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

### REPORT OF THE MONITORING OFFICER

#### REGULATION OF INVESTIGATORY POWERS ACT 2000

#### 1. Purpose of Report

- 1.1 The report provides details of the current policy under the Regulation and Investigatory Powers Act (RIPA).

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

- 2.1 There are no direct links to the Corporate Improvement Plan and Corporate Priorities.

#### 3. Background

- 3.1 RIPA provides a framework for certain public bodies, including local authorities to use covert surveillance to gather information about individuals without their knowledge for the purposes of undertaking statutory functions in connection with the prevention and detection of crime.
- 3.2 RIPA activity and authorisations are governed by Codes of Practice and Guidance issued by the Office for Surveillance Commissioners (OSC) and the Home Office.
- 3.3 Local authorities are subject to regular inspections from the OSC, the most recent Council inspection having taken place successfully on 13<sup>th</sup> May 2014.
- 3.4 Members are required to review the use of RIPA and set the policy at least once a year. Elected Members cannot be involved in decisions on specific authorisations, but have oversight of the process.

#### 4. Current situation / proposal

- 4.1 The Council has always been very sparing in its use of RIPA. It is only used in cases where it is important to obtain information to support potential criminal proceedings, and only where that information cannot be obtained by any other means. Since the report to Cabinet on 29 April 2014 approving the current policy, there have only been four authorisations. All four authorisations were to obtain evidence to support allegations of benefit fraud. Benefit fraud is a serious offence for which offenders can be imprisoned. Local RIPA authorisations (i.e from the Council) no longer need to be sought for benefit investigations as evidence gathering activities are now co-ordinated through the Department of Work and Pensions therefore the total number of RIPA authorisations is significantly reduced.

- 4.2 Other reasons likely to account for the reduction in the number of authorisations being sought are:
- a reduction in the number of incidents requiring investigation, and
  - increased awareness of the scope of RIPA and the alternatives to covert surveillance as a result of training delivered to all investigating and authorising officers during and since 2010.
- 4.3 In December 2014 some key changes were made to the Code of Practice for Covert Surveillance and Property Interference, and the Covert Human Intelligence Sources Code of Practice. Where necessary these revisions have been incorporated into the current policy attached as **Appendix A**.
- 4.4 Overall responsibility for the use of RIPA lies with the Corporate Director Operational and Partnership Services who acts as the Senior Responsible Officer. The list of designated posts nominated to authorise surveillance activity in the Council (appendix 1 of the policy) has been reviewed and updated.
- 5. Effect upon Policy Framework & Procedure Rules**
- 5.1 There is no impact on the policy framework and procedure rules.
- 6. Equality Impact Assessment**
- 6.1 There are no equality implications arising from this report.
- 7. Financial Implications**
- 7.1 There are no financial implications.
- 8. Recommendation**
- 8.1 Cabinet is recommended to note the report and approve the revised policy attached as Appendix A.

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**Background Documents**  
None.

## Bridgend County Borough Council

### Policy on Directed Surveillance and Covert Human Intelligence Sources under the Regulation of Investigatory Powers Act 2000

#### Contents

- 1 Introduction to RIPA 2000
- 2 Types of Surveillance
- 3 Authorisation of Surveillance  
Necessity and Proportionality  
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Reviews
- 4 Drive Bys
- 5 CCTV
- 6 Internet and Social Networking Sites
- 7 Covert Human Intelligence Source (CHIS)
- 8 Working With/Through Other Agencies
- 9 Record Management
- 10 General Considerations

#### Appendices

- 1 Identification of Senior Responsible Officer and Designated Authorised Officers
- 2 RIPA Authorisation Flow Chart
- 3 Home Office Local Authority Procedure Flow Chart: Application to a Justice of the Peace seeking an Order to approve the grant of a RIPA Authorisation or Notice.

## Introduction

- 1.1 In carrying out its duties the Council may need to conduct appropriate investigations into allegations or concerns brought to its attention and such investigations may necessarily require covert surveillance. The Regulation of Investigatory Powers Act 2000 (RIPA) provides a regulatory framework governing interception of communications, surveillance and associated activities. This is to ensure the powers are used lawfully and in a way that is compatible with the European Convention on Human Rights. Through the application of authorisation procedures and Magistrates Court approval it ensures that a balance is maintained between the public interest and the human rights of individuals.
- 1.2 This Policy is based upon the requirements of RIPA and Home Office's Code of Practices on Covert Surveillance and Covert Human Intelligence Sources. Copies of the Home Office's Codes of Practice are available on their website. Forms to record applications and decisions in writing are also available on the website.
- 1.3 The Council takes its statutory responsibilities seriously and will at all times ensure that any such surveillance or use of an intelligence source carried out is authorised and in accordance with the legislation. Investigations which are not authorised could leave the Council open to challenge by individuals who consider that there has been an intrusion into their privacy.
- 1.4 It is considered good practice for public authorities to appoint a Senior Responsible Officer (SRO) to be made responsible for the integrity of the process in place for the management of surveillance. The current SRO for the Council is identified in Appendix 1. Whilst legislation does not preclude his use as an Authorising Officer, it is unlikely that he would be regarded as objective if he oversees his own authorisations.

### Types of Surveillance

- 2.1 Surveillance can be overt or covert. Overt surveillance does not require authorisation under RIPA and covers all situations where surveillance is not covert. The use of such surveillance is to be commended where the required result can be achieved by this means.
- 2.2 Covert surveillance is carried out in a manner calculated to ensure that the person subject to the surveillance is unaware that it is or may be taking place.
- 2.3 There are three types of covert surveillance:  
  
**'Intrusive Surveillance' - the Council has no statutory power to grant authorisations for intrusive surveillance but it is included here to alert officers to be aware of inadvertently breaching this rule.**

Intrusive surveillance is covert and carried out in relation to anything taking place on any residential premises or any private vehicle. Anything that occurs on residential premises or any private vehicle and involves the presence of someone on the

premises or in the vehicle or is carried out by means of a surveillance device will be intrusive. If the device is not on the premises or in the vehicle, it is only intrusive if it consistently produces information of the same quality as if it were.

Residential Premises includes any premises as is for the time being occupied or used by any person, however, temporary, for residential purposes or otherwise as living accommodation. It will not include communal areas, front gardens or driveways visible to the public.

Private vehicles will be those used primarily for the private purpose of the person who owns it or a person otherwise having the right to use it.

‘Directed Surveillance’ – this is covert surveillance that is not intrusive and is undertaken for the purposes of a specific investigation in a way that is likely to produce private information about a person. It must be necessary and proportionate to what it seeks to achieve.

‘Covert Human Intelligence Source’ (CHIS) – this is the use or conduct of someone who establishes or maintains a personal or other relationship with a person for the covert purpose of obtaining information. It must be necessary and proportionate to what it seeks to achieve.

#### Authorisation for Surveillance

- 3.1 As soon as a plan of action is decided upon which involves covert surveillance or the use of CHIS appropriate authorisation should be sought in advance.
- 3.2 All RIPA authorisations will require Magistrates Court approval in the form of an Order to take effect. The Home Office guidance on the judicial approval process for RIPA is available on the Home Office website.
- 3.3 The procedure outlined in the flowchart at Appendix 2 should be followed by Officers to ensure formal quality assurance.
- 3.4 All applications for authorisation of directed surveillance must be in writing and stipulate:
  - how the surveillance will be conducted;
  - the grounds on which authorisation is sought. Authorisations cannot be granted unless specific criteria are satisfied. **At Bridgend County Borough Council, the only ground for authorisation is for the purpose of preventing or detecting crime which -**
    - (a) constitutes one or more criminal offences, or
    - (b) is, or corresponds to, any conduct which, if it all took place in England and Wales, would constitute one or more criminal offences.

And the criminal offence or one of the criminal offences is or would be-

- (a) an offence which is punishable, whether on summary conviction or on indictment, by a maximum term of at least 6 months of imprisonment, or
- (b) an offence under:
  - section 146 of the Licensing Act 2003 (sale of alcohol to children);
  - section 147 of the Licensing Act 2003 (allowing the sale of alcohol to children);

- section 147A of the Licensing Act 2003 (persistently selling alcohol to children);
- section 7 of the Children and Young Persons Act 1933 (sale of tobacco, etc, to persons under eighteen)
- a full account of the investigation or operation (including full details of where the surveillance is to take place);
- likelihood of acquiring any confidential material as a consequence of the surveillance;
- the details of any potential collateral intrusion and an assessment of the risk of such intrusion or interference. There is an obligation on officers to ensure that collateral intrusion is minimised and is not excessive in the circumstances
- the reasons why the directed surveillance is considered to be proportionate to what it seeks to achieve (including the relevant circumstances);
- the identities, where known, of those to be the subject of directed surveillance;
- an explanation of the information which it is desired to obtain as a result of the authorisation;
- where the authorisation is sought urgently, reasons why the case is considered to be urgent;
- a subsequent record of whether authority was granted or refused, by whom and the time and date.

3.5 Applications to the Court for an approval of an authorisation must be made in accordance with the requirements of the Court. Legal Services must be consulted on the application form to the Magistrates Court.

The applicant must:

- apply in writing and serve the application on the court officer;
- attach the authorisation or notice which the applicant wants the court to approve;
- attach such other material (if any) on which the applicant relies to satisfy the court of the statutory requirements;
- attach the proposed terms of the Order (Annex B court document);
- the forms and supporting documentation **MUST** make the case it is not enough for an officer to provide oral evidence not supported by the contents of the paper;
- provide the court (on request) with a signed Delegated Power authorising the appearance of the local authority in legal proceedings.

3.6 Appendix 3 outlines the local authority procedure for seeking an order from the Magistrates Court.

3.7 The Officers within the Council entitled to grant authorisations are specified in legislation and are those whose posts appear in Appendix 1, however; it is important that all those involved in undertaking surveillance are fully aware of the extent and limits of the authorisation in question.

3.8 Wherever knowledge of confidential information is likely to be acquired, a higher level of authorisation is needed. Confidential information consists of communications subject to legal privilege, communications between a Member of

Parliament and another person on constituency matters, confidential personal information, or confidential journalistic material. So, for example, extra care should be taken where, through the use of surveillance, if it is likely that knowledge will be acquired of communications between a minister of religion and an individual relating to the latter's spiritual welfare, or between a Member of Parliament and a constituent relating to constituency matters, or wherever matters of medical or journalistic confidentiality or legal privilege may be involved. Authorisation can only be provided by the Chief Executive or in his/her absence the Monitoring Officer.

- 3.9 Authorising Officers should not be responsible for authorising their own activities. Because of the number of officers designated as Authorising Officers within the Council, this situation should be avoidable.

#### Necessity and Proportionality

- 3.10 In signing the application an Authorising Officer must give personal consideration to the necessity and proportionality of the proposed surveillance prior to applying to the Magistrates for approval and must personally ensure that the surveillance is reviewed and cancelled.
- 3.11 Proportionality will involve balancing the seriousness of intrusion into the privacy of the subject of the operation (or any other person who may be affected) against the need for the activity in investigative and operational terms. The authorisation will not be proportionate if it is excessive in the overall circumstances of the case. Each action authorised should bring an expected benefit to the investigation or operation and should not be disproportionate or arbitrary. The fact that a suspected offence may be serious will not alone render intrusive actions proportionate. Similarly, an offence may be so minor that any deployment of covert techniques would be disproportionate.
- 3.12 No activity should be considered proportionate if the information which is sought could reasonably be obtained by other less intrusive means. The following elements of proportionality should be considered:
- balancing the size and scope of the proposed activity against the gravity and extent of the perceived crime or offence;
  - explaining how and why the methods to be adopted will cause the least possible intrusion on the subjects and others;
  - considering whether the activity is an appropriate use of the legislation and a reasonable way, having considered all reasonable alternatives, of obtaining the necessary result;
  - evidencing, as far as practicable, what other methods had been considered and why they were not implemented.
- 3.13 If the Authorising Officer is unsure on any matter s/he should seek advice from the SRO.
- 3.14 Urgent authorisations should not be necessary. An authorisation is not to be regarded as urgent where the need for an authorisation has been neglected or the urgency is of the Authorising Officer's or Applicant's own making. The Magistrates Court may consider an authorisation out of hours in **exceptional** circumstances. Please refer to Appendix 3 for the procedure to be followed when an authorisation is urgent and cannot be handled the next working day.



3.15 Officers conducting covert surveillance will have a full briefing and be required to read the authorisation granted to ensure that their activity is based on what has been specifically authorised and not merely what has been requested.

#### Duration

3.16 An authorisation granted by an Authorising Officer will cease to have effect (unless renewed) at the end of a period of three months beginning with the day on which it took effect.

3.17 As soon as the decision is taken that directed surveillance should be discontinued, the instruction must be given to those involved to stop all surveillance. The date and time when such an instruction was given should be recorded.

#### Renewals

3.18 If at any time before an authorisation would cease to have effect, the Authorising Officer considers it necessary for the authorisation to continue for the purpose for which it was given, he may renew it in writing for a further period of three months. Applications for renewal should only be made shortly before the authorisation is due to expire and must be submitted to the Magistrates Court for approval before they can be effective.

3.19 Authorisations may be renewed more than once if necessary, provided they continue to meet the criteria for authorisation and are approved by the Magistrates Court.

3.20 All applications for the renewal of an authorisation should record:

- whether this is the first renewal or every occasion on which the authorisation has been renewed previously;
- any significant changes to the information as outlined in the original application;
- the reasons why it is necessary to continue with the surveillance;
- the content and value to the investigation or operation of the information so far obtained by the surveillance;
- the results of regular reviews of the investigation or operation.

3.21 In rare circumstances renewals may be granted orally in urgent cases but will still require the approval of the Magistrates Court.

#### Cancellations

3.22 The Authorising Officer who granted or last renewed the authorisation must cancel it if s/he is satisfied that the directed surveillance no longer meets the criteria upon which it was authorised. The cancellation should include how the surveillance assisted the investigation. When cancelling an authorisation, an Authorising Officer must ensure that proper arrangements have been made for the activity's discontinuance, including the removal of technical equipment. Where the Authorising Officer is no longer available, this duty will fall on any one of the other Authorising Officers listed at Appendix 1.

#### Reviews

- 3.23 Reviews of authorisations should be undertaken on a monthly basis to assess the need for the surveillance to continue. The results of a review should be recorded. Where the surveillance provides access to confidential information or involves collateral intrusion authorisations for such surveillance should be reviewed frequently.
- 3.24 If the Authorising Officer is in any doubt s/he should ask the SRO before any directed surveillance is authorised, renewed, cancelled or rejected.

#### Drive Bys

- 4.1 'Drive by' surveillance may or may not need a RIPA authorisation and it is not acceptable to prescribe a minimum number of passes before an authorisation is required. Where an officer as part of an investigation, intends to drive by a property to establish the location of a property then an authorisation is unlikely to be required. However, if the drive by is to assess for signs of occupation and a record is to be made or the drive bys are repeated and/or systematic, then an authorisation may be required. Consideration should also be given to the likelihood of collateral intrusion.

#### CCTV

- 5.1 The use of overt CCTV cameras does not normally require an authorisation as members of the public will be aware that such systems are in use (e.g. visible signage). However, where overt CCTV cameras are used in a covert and pre-planned manner as part of a specific investigation or operation, an authorisation should be considered.
- 5.2 If a law enforcement agency (eg Police) wishes to use the Council's CCTV system for directed surveillance, a copy of the authorisation will be required (redacted if necessary to prevent the disclosure of sensitive information) and the equipment will only be used in accordance with the authorisation.

#### Internet and Social Networking Sites

- 6.1 Although social networking and internet sites are easily accessible, consideration must be given about whether a RIPA authorisation should be obtained if they are going to be used during the course of an investigation.
- 6.2 Care must be taken to understand how the social media site being used works. Officers must not be tempted to assume that one service provider is the same as another or that the services provided by a single provider are the same.
- 6.3 Whilst it is the responsibility of an individual to set privacy settings to protect against unsolicited access to their private information on a social networking site, and even though the data may be deemed published and no longer under the control of the author, it is unwise to regard it as an 'open source' or publicly available; the author has a reasonable expectation of privacy if access controls are applied.
- 6.4 If it is necessary and proportionate for the Council to covertly breach access controls, the minimum requirement is an authorisation for directed surveillance. An authorisation for the use and conduct of a CHIS (see paragraph 7) is necessary if a relationship is established or maintained by the officer (i.e the activity will be more than mere reading of the site's content). This could occur if an officer covertly asks to become a 'friend' of someone on a social networking site.

- 6.5 It is not unlawful for an officer to set up a false identity but it is inadvisable to do so for a covert purpose without authorisation.
- 6.6 An officer should not adopt the identity of a person known, or likely to be known, to the subject of interests or users of the site without authorisation, and without the explicit consent of the person whose identity is used, and without considering the protection of that person.

#### Covert Human Intelligence Source (CHIS)

- 7.1 **Urgent advice from Legal should be sought should the use and conduct of a CHIS be considered.**
- 7.2 There is a separate code of practice for CHIS issued by the Home Office which officers should carefully study if a CHIS authorisation is sought. The same principles outlined above for directed surveillance apply to CHIS and should be followed.
- 7.3 Officers should consider the security and welfare of the source and the foreseeable consequences to others in relation to what they are being asked to do. A risk assessment should be carried out before any authorisation is granted, at any renewal, review and cancellation.
- 7.4 Following authorisation and approval from the Magistrates Court, one officer is to be tasked with the day to day running of the CHIS, contact with them, giving them their tasks and keeping confidential records about what they achieve. A separate officer is to be appointed to oversee the use made of the CHIS.
- 7.5 An authorisation should not be granted for the use or conduct of a source unless believed that there are arrangements in place for ensuring there is at all times a person with the responsibility for maintaining a record of the authorisation and use made of source.
- 7.6 In deciding whether authorisation is required for a test purchase operation (for example in relation to sales of age restricted products), consideration should be given to:
- whether the activity is likely to result in the obtaining of private information about any person, and
  - whether the test purchaser establishes or maintains a personal or other relationship with the seller.
- In circumstances where the exercise is considered to fall outside the scope of RIPA, the reasons for this decision should be recorded.
- 7.7 An authorisation granted in writing by an Authorising Officer and approved by a Magistrates Court for the conduct or use of a CHIS will cease to have effect (unless renewed) at the end of a period of 12 months beginning with day on which it took effect.
- 7.8 Subject to legal privileged information, material obtained from a CHIS may be used as evidence in criminal proceedings whether these proceedings are brought by the Council or by another public authority.

- 7.9 Where the product of the use or conduct of a CHIS could be relevant to pending or future criminal or civil proceedings, it should be retained in accordance with applicable disclosure requirements.
- 7.10 Subject to legal privileged information, there is nothing under the Act which prevents material obtained from authorisations for the use or conduct of a CHIS for a particular purpose from being used to further other purposes.
- 7.11 When cancelling an authorisation, an Authorising Officer must ensure that proper arrangements have been made for the activity's discontinuance including directions for the management of the product.

#### Working With/Through other Agencies

- 8.1 The Council may work in conjunction with other agencies to carry out surveillance. It will not be necessary for each party to complete its own form of authorisation and the Council can rely upon a duly authorised form completed by another agency providing that the Authorising Officer and Legal are made aware and it has been approved by the Magistrates Court if required.
- 8.2 A copy of the relevant forms and Magistrates Court approval should be obtained and copies kept in the same manner as an authorisation granted by the Council.
- 8.3 If an officer has any concerns regarding an authorisation, review or renewal completed by another agency they should refer the matter to Legal at the earliest opportunity.

#### Record Management

- 9.1 Authorising Officers must send the original of any authorisation, any cancellation, renewal or review to the SRO within 2 working days of the issue.
- 9.2 The Council must keep records relating to all authorisations, Magistrates Court approvals, reviews, renewals, cancellations and refusals. A Central Register of all authorisations, Magistrates approvals, reviews, renewals, cancellations, refusals and records of oral authorisations will be monitored and maintained by the SRO with each Department keeping their own file of copies of their authorisations.
- 9.3 The Office of the Surveillance of Commissioners can audit/review the Council's records.
- 9.4 There are separate and specific record keeping requirements under section 29(5) of the Act where use is made of CHIS. Records should be maintained in such a way as to preserve the confidentiality of the source and the information provided by that source. There should at all times be a designated person in the Council with responsibility for maintaining a record of the use made of the source.
- 9.5 Documents created under this procedure are highly confidential and shall be treated as such. Authorising Officers must ensure compliance with the appropriate data protection requirements under the Data Protection Act 1998 and any relevant codes of practice.
- 9.6 The SRO will ensure that adequate arrangements are in place for the secure handling, storage and destruction of material obtained through the use of

surveillance. Where the material could be relevant to pending or future criminal proceedings, it should be retained in accordance with established disclosure requirements for a suitable period and subject to review.

#### General Considerations

- 10.1 The SRO will ensure that guidance and training on RIPA is provided to staff requiring it. A record of those receiving training will be kept by the SRO.
- 10.2 Complaints may be dealt with by means of the Council's Corporate complaints procedure and/or by virtue of a complaint to the Investigatory Powers Tribunal. Dependent upon the nature of the complaint, the complainant may also be put in touch with the Public Services Ombudsman for Wales.
- 10.3 The body responsible for the oversight of RIPA is the Office of Surveillance Commissioners (OSC). The OSC are authorised to carry out inspections of the Council to review intelligence gathering procedures and administration processes.
- 10.4 This Policy is a public document and is operational forthwith, replacing any previous policies and procedures. It will be reviewed from time to time by the SRO and the Council's Cabinet shall set this Policy annually to ensure that it remains fit for purpose.
- 10.5 Further advice on good practice is contained within the Codes of Practice as outlined at paragraph 1.2.

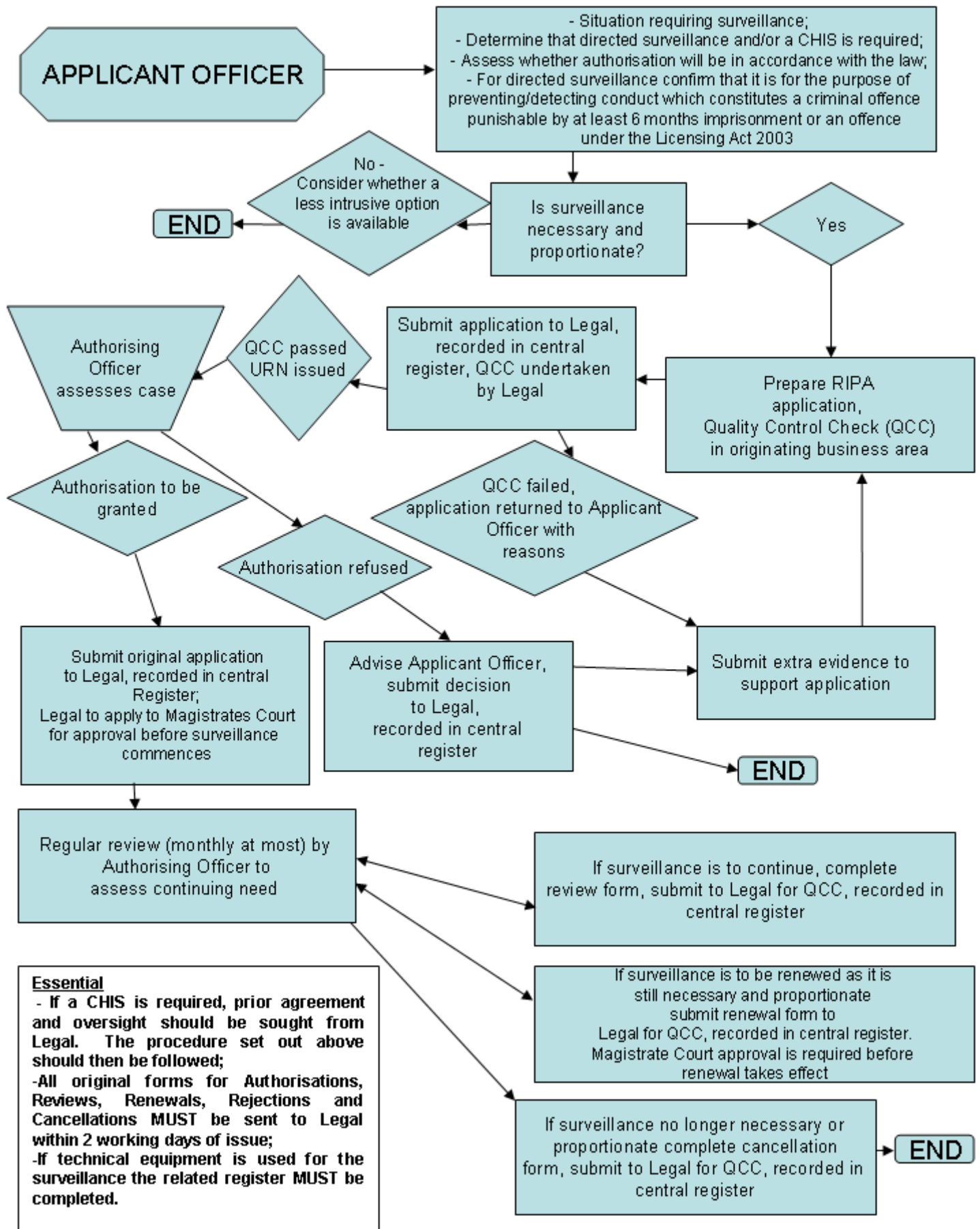
**Senior Responsible Officer**

The Monitoring Officer is authorised to act as the Senior Responsible Officer.

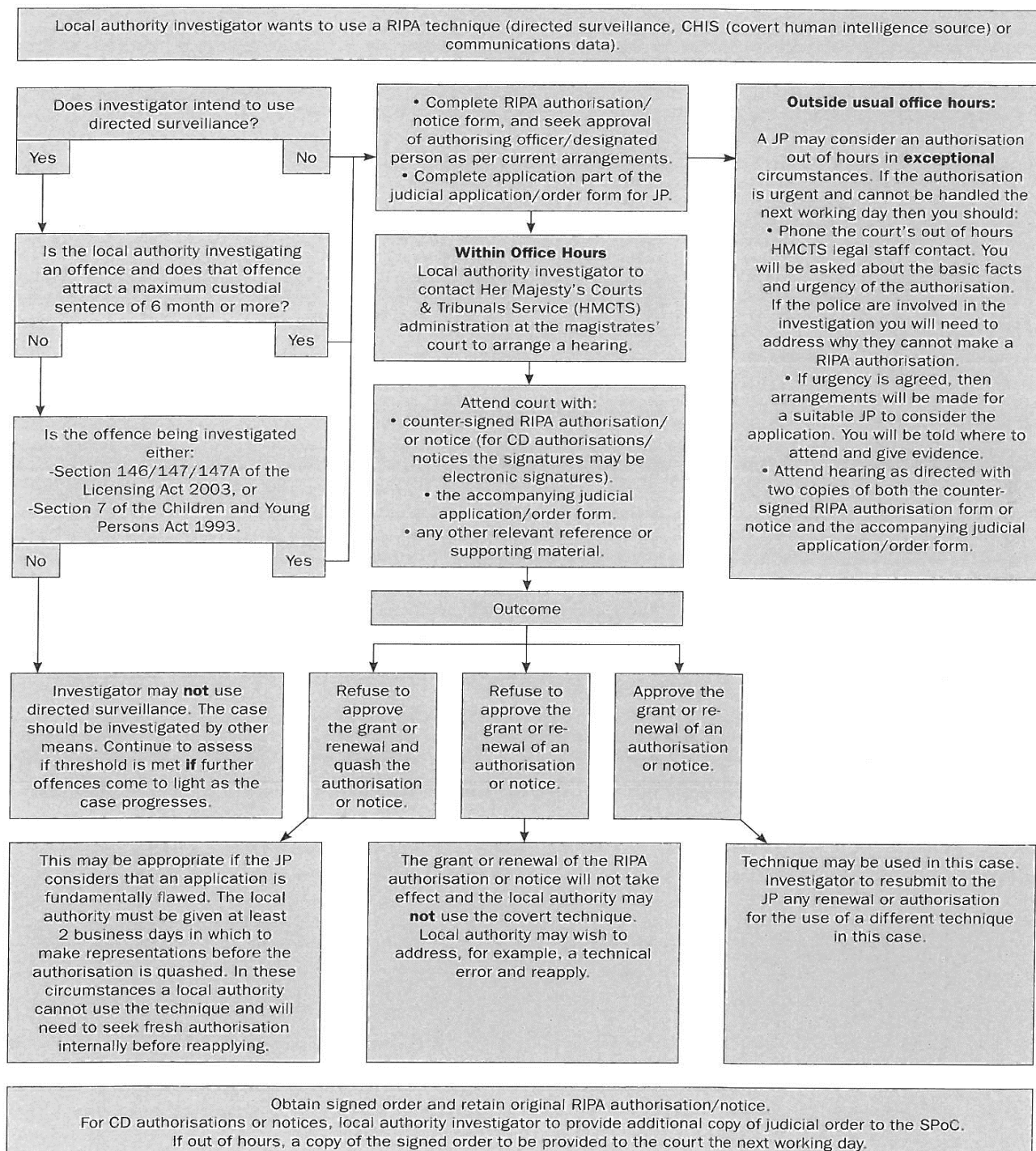
**List of Designated Posts Nominated to Authorise Surveillance Activity in Bridgend County Borough Council under the Regulation of Investigatory Powers Act 2000.**

<b><u>Post</u></b>	<b><u>Directorate/Department</u></b>
Chief Executive (Head of Paid Service)	Office of the Chief Executive
Head of Human Resources & Organisational Development	Operational & Partnership
Head of Finance	Office of the Chief Executive
Head of Performance & Partnership Services	Operational & Partnership

## RIPA AUTHORISATION FLOW CHART



LOCAL AUTHORITY PROCEDURE: APPLICATION TO A JUSTICE OF THE PEACE SEEKING AN ORDER TO APPROVE THE GRANT OF A RIPA AUTHORISATION OR NOTICE





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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

4 OCTOBER 2016

#### REPORT OF THE CORPORATE DIRECTOR OPERATIONAL AND PARTNERSHIP SERVICES

##### INFORMATION REPORTS FOR NOTING

##### 1. Purpose of Report .

- 1.1 The purpose of this report is to inform Cabinet of the Information Reports which have been published since its last scheduled meeting.

##### 2. Connection to Corporate Improvement Objectives.

- 2.1 The report relates to the Corporate Priority Smarter Use of Resources by improving the way we communicate and engage with citizens.

##### 3. Background.

- 3.1 At a previous meeting of Cabinet, it was resolved to approve a revised procedure for the presentation to Cabinet of Information Reports for noting.

##### 4. Current situation / proposal.

##### 4.1 Information Reports

The following information report has been published since the last meeting of Cabinet.

##### Title

##### Date Published

Annual Treasury Management Report 2015-16

28 September 2016

##### 4.2 Availability of Documents

The document has been circulated to Elected Members electronically via Email and placed on the BCBC website. The document has been available from the date of publication.

##### 5. Effect upon Policy Framework and Procedure Rules.

- 5.1 This procedure has been adopted within the procedure rules of the Constitution.

##### 6. Equality Impact Assessment

- 6.1 There are no negative equality implications arising from this report.

##### 7. Financial Implications.

7.1 There are no financial implications regarding this report.

**8. Recommendation.**

8.1 That Cabinet acknowledges the publication of the documents listed in this report.

**P A Jolley**  
**Corporate Director Operational and Partnership Services**  
**26 September 2016**

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**Background documents:** Report referred to in this covering report.

**BRIDGEND COUNTY BOROUGH COUNCIL**

**REPORT TO CABINET**

**4 OCTOBER 2016**

**REPORT OF THE HEAD OF FINANCE & SECTION 151 OFFICER**

**ANNUAL TREASURY MANAGEMENT REPORT 2015-16**

**1. Purpose of the Report**

1.1 The purpose of the report is to:-

- Comply with the requirement of the Chartered Institute of Public Finance and Accountancy 'Treasury Management in the Public Services: Code of Practice' (the Code) to report an overview of treasury activities for the preceding financial year;
- Report on the actual Treasury Management and Prudential indicators for 2015-16.

**2. Connection to Corporate Improvement Objectives/Other Corporate Priorities**

2.1 The Annual Treasury Management Report is integral to the delivery of the Corporate Improvement Objectives as the allocation of resources determines the extent to which the Corporate Objectives can be delivered.

**3. Background**

3.1 The Council's Treasury Management activities are regulated by the Local Government Act 2003 which provides the powers to borrow and invest as well as providing controls and limits on this activity. The Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 as amended, develops the controls and powers within the Act. This requires the Council to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities and to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services.

3.2 The Council is required to operate the overall treasury function with regard to the Code and this was formally adopted by the Council in February 2012. This includes a requirement for the Council to approve a Treasury Management Strategy (TMS) before the start of each financial year which sets out the

Council's and Chief Financial Officer's responsibilities and reporting arrangements. Council approved the TMS 2015-16 on 25 February 2015. The Code also requires that Council receives an Annual Report after its close and this report fulfils that requirement. Audit Committee also received the Annual Report on the 30 June 2016.

- 3.3 The Welsh Government (WG) issued revised Guidance on Local Authority Investments in April 2010, which requires the Council to approve an Investment Strategy prior to the start of each financial year and this is included in the TMS.
- 3.4 The Council is also required to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council's adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means that its capital expenditure is prudent, affordable and sustainable, and its treasury practices demonstrate a low risk approach.
- 3.5 This Annual Report covers the following areas for 2015-16:
  - The Council's treasury position
  - Treasury Risk Management
  - Borrowing Strategy & Outturn
  - Investment Strategy & Outturn
  - Performance Measurement
  - Review of the Treasury Management Strategy
  - Reporting Arrangements
  - Treasury Management and Prudential Indicators

#### 4. Current Situation

##### 4.1.1 The treasury position for 2015-16:

		Principal as at 01-04-15 £m	Average Interest Rate %	Principal as at 31-03-16 £m	Average Interest Rate %
Fixed rate long term funding	PWLB*	77.62	4.70	77.62	4.70
	Market	-	-	-	-
Variable rate long term funding	PWLB*	-	-	-	-
	Market LOBO*	19.25	4.65	19.25	4.65
<b>Total Long Term External Borrowing***</b>		<b>96.87</b>	<b>4.69</b>	<b>96.87</b>	<b>4.69</b>
Other Long Term Liabilities*** (including PFI)		21.58		22.42	
<b>TOTAL GROSS DEBT</b>		<b>118.45</b>		<b>119.29</b>	
Fixed rate investments		18.00	0.51	22.50	
Variable rate investments		1.50	0.50	3.50	
<b>TOTAL INVESTMENTS****</b>		<b>19.50</b>	<b>0.51</b>	<b>26.00</b>	<b>0.67</b>
<b>TOTAL NET DEBT</b>		<b>98.95</b>		<b>93.29</b>	

\* Public Works Loan Board (PWLB)

\*\* Lender's Option Borrower's Option (LOBO)

\*\*\* Long term borrowing/liabilities include all instruments with an initial term of 365 days or more so includes the short term

Liability relating to long term borrowing/liabilities included as "Current Liabilities" in the Council's balance sheet in the Statement of Accounts.

\*\*\*\* The investment totals include instant access deposit accounts which are included as “Cash” in the Council’s balance sheet in the Statement of Accounts and also investments shown as “Cash Equivalents” in the Council’s balance sheet that mature in one month or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value. A breakdown of the movement during the year is shown in Section 4 below.

Fixed rate in the above table includes instruments which are due to mature in the year

4.1.2 It should be noted that the accounting practice required to be followed by the Council requires financial instruments in the accounts (debt and investments) to be measured in a method compliant with International Financial Reporting Standards (IFRS). The figures shown in the above table and throughout the report are based on the actual amounts borrowed and invested and so may differ from those in the Statement of Accounts which include accrued interest or are stated at fair value in different instances.

4.1.3 The £19.25 million in the table above, relates to Lender’s Option Borrower’s Option (LOBO) loans which may be re-scheduled in advance of this maturity date. The LOBO rate and term may vary in the future depending upon the prevailing market rates, the lender exercising their option to increase rates at one of the bi-annual trigger points (the trigger dates being July and January) and therefore, the Council being given the option to accept the increase or to repay the loan without incurring a penalty. The current average interest rate for these LOBO’s is 4.65% compared to the PWLB Loans average interest rate of 4.70%.

4.1.4 The long term liabilities figure of £22.42 million at 31 March 2016 includes £18.79 million for the Council’s Private Finance Initiative (PFI) arrangement (for the provision of a Secondary School in Maesteg) which includes the short term PFI liability of £0.55 million which is included as current financial liabilities in the Council’s balance sheet in the Statement of Accounts. Also included is a new long term liability in 2015-16 of £2.40 million relating to a loan from the WG Central Capital Retained Fund for regeneration works within the Llynfi Valley. During the financial year, the long term liability relating to HALO GLL Leisure was paid off in order to release revenue savings in future years within the management fee.

4.1.5 Favourable cash flows have provided surplus funds for investment and the balance on investments at 31 March 2016 was £26.00 million with an average interest rate of 0.67%. This was an increase from the start of the financial year where investments were £19.50 million and the actual average rate of interest has increased from a rate of 0.51%. The table in 4.4.3 details the movement

of the investments during 2015-16 by counterparty types and shows the average balances and interest rates for the year.

4.1.6 The Treasury Management function has been reviewed by the Council's External Auditors, the Wales Audit Office, during their 2015-16 annual audit and no adjustments relating to treasury management have been identified. In addition to the External Audit work, Internal Audit undertook an audit of Treasury Management during 2015-16 and the audit identified that "during the Audit strengths and areas of good practice were noted in all areas tested. Based on an assessment of the strengths and weakness of the areas examined, and through testing it has been concluded that the effectiveness of the internal control environment is considered to be sound". The audit opinion issued was one of 'substantial assurance' and no weaknesses were identified therefore no recommendations were made.

4.1.7 The Council's Treasury Management advisors during 2015-16 were Arlingclose and the services provided to the Council included:-

- advice and guidance on relevant policies, strategies and reports,
- advice on investment decisions,
- notification of credit ratings and changes,
- other information on credit quality,
- advice on debt management decisions,
- accounting advice,
- reports on treasury performance,
- forecasts of interest rates, and
- training courses.

## **4.2 Treasury Risk Management**

4.2.1 The Treasury Management Strategy sets out the parameters for the management of risks associated with Financial Instruments. The Council also produces Treasury Management Practices specifying the practical arrangements to be followed to manage these risks. The Council's overall treasury risk management procedures focus on the unpredictability of financial markets and implementing restrictions to minimise these risks.

4.2.2 The Council's activities expose it to a variety of financial risks, the key risks are:

- Credit risk (i.e. security) – the possibility that other parties might fail to pay amounts due to the Council;
- Liquidity risk – the possibility that the Council might not have funds available to meet its commitments to make payments;



- Market risk - the possibility that financial loss might arise for the Council as a result of changes in such measures as interest rates movements.

4.2.3 The Council's primary objective for the management of its investments is to give priority to the security and liquidity of its funds before seeking the best rate of return so not all the options available to the Council were utilised during 2015-16. The majority of the Council's surplus funds during 2015-16 were therefore kept in the form of short-term investments and were all placed with counterparties satisfying the appropriate credit criteria and spread over a number of counterparties. This was deemed a much safer option even though it may be at the expense of extra basis points in interest and more detail is provided below in section 4.4.

4.2.4 The counterparty limits were constantly reviewed and where market conditions dictated, the limit was dropped below the limits detailed in the Investment Strategy. No breaches of the Council's counterparty criteria occurred during 2015-16 and the Council does not expect any losses from non-performance by any of its counterparties in relation to deposits. A risk of irrecoverability applies to all of the Council's deposits, but there was no evidence at the 31 March 2016 that this was likely to crystallise. The second table below in section 4.4 summarises the credit risk exposures of the Council's investment portfolio by credit rating, based on the lowest long term rating.

### **4.3 Borrowing Strategy and Outturn 2015-16**

4.3.1 The interest rate views, incorporated in the Council's Treasury Management Strategy for 2015-16, were based upon officers' views supported by a selection of City forecasts provided by Arlingclose, our Treasury Management advisors. This view was seeing the Bank Rate remaining at 0.50% until August 2015 and then a gradual pace of increases thereafter, with the average for 2015-16 being around 0.75%. The Bank Rate started the financial year at 0.50% and remained at that level during 2015-16 and in March 2016 it entered its eighth year at that level.

4.3.2 Given the significant cuts to public expenditure and in particular to local government funding, the Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. The uncertainty over future interest rates increases the risks associated with treasury activity. As a result the Council took a cautious approach to its treasury strategy. With short-term interest rates currently much lower than long term rates, it is likely to be more cost effective in the short term to either borrow short term loans or use internal resources. Short term and variable rate loans expose the Council to the risk of short term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates as shown in the treasury management indicators below in

section 8. However, with long term rates forecast to rise in the coming years, any such short term savings will need to be balanced against the potential longer-term costs. The Council's Treasury Management advisors will assist the Council with this 'cost of carry' and breakeven analysis.

- 4.3.3 The Council's primary objective for the management of its debt is to ensure its long term affordability. The majority of its loans have therefore been borrowed from the Public Works Loan Board at long term fixed rates of interest. The premium charge for early repayment of PWLB debt remained relatively expensive for the loans in the Council's portfolio and therefore unattractive for debt rescheduling activity so no rescheduling activity was undertaken as a consequence. Also, no long term borrowing was taken during 2015-16 however for cash-flow purposes £1.5 million short term borrowing was taken on the 28 October 2015 at a rate of 0.40% and repaid on the 4 November 2015.

#### **4.4 Investment Strategy & Outturn 2015-16**

- 4.4.1 Both the CIPFA Code and the WG Guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, balancing the risk of incurring losses from defaults against receiving unsuitably low investment income. The Annual Investment Strategy incorporated in the Council's Treasury Management Strategy 2015-16 includes the credit ratings defined for each category of investments, the prudential use of non-specified investments and the liquidity of investments.
- 4.4.2 The Council's investments have historically been placed in bank and building society unsecured deposits and local and central government, however, investments may be made with any public or private sector organisations that meet the minimum credit criteria specified in the Investment Strategy. Investment decisions are made by reference to the lowest published long-term credit rating from Fitch, Moody's or Standard & Poor's. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. In the current climate, relying mainly on credit ratings is considered to be inappropriate and the Council understands that credit ratings are good, but not perfect predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may meet the credit rating criteria.

4.4.3 On a day to day basis the Council potentially has positive cash balances arising from the cash-flow e.g. timing differences between grants being received and making various payments. These are invested on the market via brokers, direct with the institution or held in deposit accounts. The Council usually invests for a range of periods dependent on cash flow requirements and the interest rates on offer having regard to the Investment Strategy. There were two long term investments (duration of 12 months or more) made with a local authority - £2 million for one year at a rate of 0.59% in October 2015 and £2 million for two years at a rate of 1.00% in November 2015 but all other investments in 2015-16 were short term (deposit accounts or fixed term deposits). The table below details these investments by counterparty type:

Investment Counterparty Category	Balance 01 April 2015 (A) £m	Investments Raised (B) £m	Investments Repaid (C) £m	Balance 31 March 2016 (A+B-C) £m	Average Duration Investment in force during 2015-16 Days	Average Original Duration of the Investment Days	Weighted Average Investment Balance 2015-16 £m	Weighted Average Rate 2015-16 %
Govt - DMO	-	107.70	107.70	-	6	6	1.51	0.25
Local Authorities	9.00	217.93	207.43	19.50	46	54	30.58	0.42
Building Societies	5.00	18.50	22.50	1.00	60	79	3.44	0.54
Banks (Fixed Maturity)	4.00	6.00	8.00	2.00	60	202	1.65	0.55
Banks Instant Access/Notice Period Accounts*	1.50	51.65	49.65	3.50	n/a	n/a	6.52	0.55
<b>Total/Average</b>	<b>19.50</b>	<b>401.78</b>	<b>395.28</b>		<b>43</b>	<b>85</b>	<b>43.70</b>	<b>0.45</b>

e				<b>26.00</b>				
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\* An average duration is not shown as money is frequently added / withdrawn to/from these accounts as required by cash-flow

Occasionally, investments are placed with the UK Debt Management Office (DMO - Executive Agency of UK Government) but only for very short term deposits and only as a last resort as the interest rates offered by this facility are lower than some other counterparties but this is commensurate with the high level of security and reduced risk offered. It provides another option when examining potential investments and ensures compliance with the Council's investment objective that security takes priority over yield. There were no deposits outstanding with the DMO at 31 March 2016.

4.4.4 Favourable cash flows have provided positive cash balances for investment and as shown above the balance on investments at 31 March 2016 was £26.00 million made up of £2 million long term investments, £14.50 million short term investments and £9.50 million Cash and Cash Equivalents. The table below summarises the credit risk exposures of the Council's investment portfolio as at 31 March 2016 by credit rating, (based on the lowest long term rating) maturity profile (remaining duration from 31 March 2016) and counterparty type:

Counterparty Category	Credit Rating 31 March 2016	Instant Access Deposits £m	Notice Period Deposits £m	Deposits Maturing Within 1 Month £m	Deposits Maturing Within 2-3 Months £m	Deposits Maturing Within 6-12 Months £m	Deposits Maturing Within 1-2 Years £m	Total £m
Banks*	AA-	0.50	-	-	-	-	-	<b>0.50</b>
Banks	A	1.00	2.00	-	-	2.00	-	<b>5.00</b>
Local Authorities (unrated)		-	-	10.00	5.50	2.00	2.00	<b>19.50</b>
Building Societies (unrated)		-	-	-	1.00	-	-	<b>1.00</b>
<b>Total</b>		<b>1.50</b>	<b>2.00</b>	<b>10.00</b>	<b>6.50</b>	<b>4.00</b>	<b>2.00</b>	<b>26.00</b>

\* The Bank is Svenska Handelsbanken which is a Swedish bank incorporated in the EEA and entitled to accept deposits through a branch in the UK and is classed as a UK Bank in the Government's Borrowing Statistical Return

#### 4.5 Performance Measurement 2015-16

4.5.1 The Code of Practice on Treasury Management requires the Council to set performance indicators to assess the adequacy of the treasury function over the year. These are distinct historic indicators as opposed to the Treasury Management and Prudential Indicators (shown below in section 8) which are predominantly forward looking. One debt performance indicator is where the average portfolio rate of interest is compared to an appropriate average available such as the average PWLB Debt for Welsh and UK Local Authorities.

4.5.2 The average long term borrowing rate for 2015-16 and at 31 March 2016 was 4.69% (the same rate as at 31 March 2015) and 80% of this was made up of Public Works Loan Board (PWLB) loans with an average rate of 4.70% (the same rate as at 31 March 2015). Comparable performance indicators are shown below:

<b>Bridgend CBC Average Rate of PWLB Debt at 31-03-16</b>	<b>All Welsh Local Authorities Average Rate for outstanding PWLB Debt at 31-03-16</b>	<b>All UK Local Authorities Average Rate for outstanding PWLB Debt at 31-03-16</b>
<b>4.70%</b>	4.95%	4.36%
	<b>-0.25%</b>	<b>+0.34%</b>

4.5.3 The average rate on investments for 2015-16 was 0.45% and at 31 March 2016 was 0.67% (compared to 0.45% for 2014-15 and 0.51% at 31 March 2015). Comparable performance indicators for benchmarking purposes are the average 1 month LIBID (London Inter Bank Bid) rate and the average Bank Rate. The tables below shows the investments average interest rate for 2015-16 and the actual rate as at 31 March 2016 against these two benchmarking rates:

<b>Bridgend CBC Average Rate of Return on Investments 2015-16</b>	<b>Average 1 month LIBID (London Inter-Bank Bid rate) 2015-16</b>	<b>Average Bank Rate 2015-16</b>
<b>0.45%</b>	0.38%	0.50%
	<b>+0.07%</b>	<b>-0.05%</b>

<b>Bridgend CBC Average Rate of Return on Investments as at 31-03-16</b>	<b>1 month LIBID (London Inter- Bank Bid rate) as at 31-03-16</b>	<b>Bank Rate as at 31-03-16</b>
<b>0.67%</b>	0.39%	0.50%
	<b>+0.28%</b>	<b>+0.17%</b>

#### **4.6 Review of the Treasury Management Strategy 2015-16**

4.6.1 CIPFA's Code of Practice for Treasury Management requires all local authorities to conduct a mid-year review of its treasury management policies, practices and activities. As a result of this review it was not deemed necessary to make any Changes to the main parts of the Treasury Management Strategy 2015-16, however, it was beneficial for the Council to make some minor revisions to the Investment Strategy included within this Statement. This was done to enable increased flexibility in an ever changing financial market and increase the investment opportunities available to the Council whilst still maintaining security. The Council meeting of 25 November 2015 approved the revisions as a result of this half year review of the Treasury Management Strategy.

#### **4.7 Reporting Arrangements 2015-16**

4.7.1 CIPFA's Code of Practice for Treasury Management requires that the Council reports on its treasury management as an annual strategy and plan in advance of the year, a mid-year review and an annual report after its close all to Full Council. The Council also produces quarterly monitoring reports that go to Cabinet as Information Reports. The Council delegates responsibility for the implementation and regular monitoring of its treasury management policies and practices to Cabinet, and for the execution and administration of treasury management decisions to the Section 151 Officer, who will act in accordance with the Council's Treasury Management Strategy and CIPFA's Standard of Professional Practice on Treasury Management.

4.7.2 In addition to the Code of Practice, the Welsh Government has issued Guidance on Local Government Investments which require local authorities to report their Annual Investment Strategy.

4.7.3 To ensure effective scrutiny of treasury management in accordance with the Treasury Management Strategy, Audit Committee has been nominated to be responsible for ensuring effective scrutiny of the treasury management strategy and policies. Audit Committee received training in March 2015 to assist them in their function of scrutinising treasury management, with

particular emphasis on investment options available to the Council and also in February 2016, Elected Members were invited to attend a further treasury management training session.

- 4.7.4 During the 2015-16 financial year in addition to the regular quarterly treasury management reports to Cabinet and Council, the Treasury Management Strategy 2015-16 and the Half Yearly Outturn were reported to Council on 25 February 2015 and 25 November 2015 respectively. Also, the Annual Treasury Management Report 2014-15 was presented to Audit Committee on 24 September 2015 and the Half Year Treasury Management Report 2015-16 and the Treasury Management Strategy 2016-17 were both presented to Audit Committee on 28 January 2016.

#### **4.8 Treasury Management & Prudential Indicators 2015-16**

- 4.8.1 The Treasury Management Code and Prudential Code require the Council to set and report on a number of Treasury Management and Prudential Indicators. Details are shown in **Appendix A** of the estimated indicators for 2015-16 as detailed in the Treasury Management Strategy (TMS) 2015-16 approved by Council 25 February 2015, the revised projection (where applicable) as set out in the Treasury Management Strategy 2016-17 approved by Council 10 March 2016, and the actual indicators for 2015-16.
- 4.8.2 During the financial year 2015-16, the Council operated within the treasury limits and prudential indicators set out in the Council's Treasury Management Strategy 2015-16.

#### **5. Effect upon Policy Framework & Procedure rules**

- 5.1 As required by Financial Procedure Rule 17.3, all investments and borrowing transactions have been undertaken in accordance with the Treasury Management Strategy 2015-16 as approved by Council.

#### **6. Equality Impact Assessment**

- 6.1 There are no equality implications.

#### **7. Financial Implications**

- 7.1 The financial implications are reflected within the report.

#### **8. Recommendation**

- 8.1 It is recommended that:

- Cabinet note the treasury management activities for 2015-16;
- Cabinet note the actual Treasury Management and Prudential Indicators for 2015-16.

**Randal Hemingway**  
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**10 August 2016**

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**Background documents:**

Treasury Management Strategy 2015-16  
Treasury Management Strategy 2016-17



## 1. Treasury Management Indicators 2015-16

1.1.1 The following indicators (which are forward looking parameters) form part of the CIPFA Code of Practice on Treasury Management. They enable the Council to measure and manage its exposure to Treasury Management risks.

The Council needs to set the upper limits to its **Interest Rate Exposure** for the effects of changes in interest rates. There are two treasury management indicators that relate to both fixed interest rates and variable interest rates. These limits have been calculated with reference to the net outstanding principal sums and are set to control the Council's exposure to interest rate risk and are shown in the table below.

The Section 151 Officer managed interest rate exposure between these limits during the year and as shown below the net borrowing position for fixed and variable rates was within the limits set.

No.	Interest Rate Exposure	TMS 2015-16  £m	Revised Projection TMS 2016-17  £m	Actual Outstandi ng  31-03-16  £m
	Total Projected Principal Outstanding on Borrowing 31 March 2016	101.87	96.87	<b>96.87</b>
	Total Projected Principal Outstanding on Investments 31 March 2016	8.00	17.00	<b>26.00</b>
	<b>Net Principal Outstanding</b>	<b>93.87</b>	<b>79.87</b>	<b>70.87</b>
1.	<b>Upper Limit on fixed interest rates (net principal) exposure</b>	140.00	n/a	
2.	<b>Upper Limit on variable interest rates Exposure (net principal) exposure</b>	50.00	n/a	
	<b>Fixed interest rate Exposure (net principal) 31-03-16</b>			<b>55.12</b>
	<b>Variable interest rate Exposure (net principal) 31-03-16</b>			<b>15.75</b>

- 1.1.2 A further indicator for Treasury Management measures the **Maturity Structure of Borrowing** and is the amount of projected borrowing that is fixed rate, maturing in each period as a percentage of total projected fixed rate borrowing. This indicator is set to control the Council's exposure to refinancing risk and has been set to allow for the possible restructuring of long term debt where this is expected to lead to an overall saving or reduction in risk.

No	Maturity structure of fixed rate borrowing during 2015-16	TMS 2015-16 Upper limit	TMS 2015-16 Lower limit	Actual Outstanding 31-03-16
3.	Under 12 months	50%	0%	19.87%
	12 months and within 24 months	25%	0%	0.00%
	24 months and within 5 years	50%	0%	0.00%
	5 years and within 10 years	60%	0%	9.59%
	10 years and above	100%	40%	70.54%

The 19.87% in the table above relates to £19.25 million Lender's Option Borrower's Option (LOBO) loans which may be re-scheduled in advance of their maturity date of 2054, as detailed in section 1. The Code requires the maturity of LOBO loans to be shown as the earliest date on which the lender can require payment, i.e. the next call date after 31 March 2016 which was July 2016, however, the lender has not exercised this option due to current low interest rates and the Council is not anticipating that this will occur during 2016-17 so the maturity date is actually uncertain but is shown in the "Under 12 months" category as per the Code.

- 1.1.3 The **Upper Limit for Total Principal Sums invested over 364 days** indicator controls the amount of longer term investments which mature beyond the period end. This is set to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments.

No.		TMS 2015-16 £m	Actual Principal Invested During 2015-16 £m
4.	Upper Limit for Total Principal Sums Invested for more than 364 days	15	4

The actual for all three treasury management indicators above are within the accepted range.

## 2. Prudential Indicators 2015-16

The Prudential Indicators are required to be set and approved by Council in accordance with CIPFA's Prudential Code for Capital Finance in Local Authorities.

Council is also required to formally adopt CIPFA's Treasury Management Code and the revised edition of the 2011 Code was adopted by Council on 22 February 2012.

### 2.1 Prudential Indicators for Prudence

2.1.1 The following Prudential Indicators are based on the Council's capital programme which is subject to change.

The Council's capital expenditure plans are summarised below and this forms the first prudential indicator for Prudence. The total capital expenditure was funded from capital grants and contributions, capital receipts and revenue with the remainder being the **Net Financing Need for the Financial Year** to be met from borrowing.

No.	Prudential indicators For Prudence 2015-16	Estimate TMS 2015-16  £'000	Revised Projection TMS 2016-17 £'000	Actual 2015-16  £'000
1	<b>Estimates of Capital Expenditure (Non-HRA)</b>	36,441	31,689	<b>26,299</b>
	<b>Total Capital Expenditure</b>	<b>36,441</b>	<b>31,689</b>	<b>26,299</b>
	<b>Financed by :-</b>			
	Capital Grants and Contributions	12,575	17,150	<b>17,683</b>
	Capital Receipts	9,322	5,581	<b>146</b>
	Revenue	3,055	1,749	<b>1,262</b>
	<b>Net Financing Need for Year</b>	<b>11,489</b>	<b>7,209</b>	<b>7,208</b>

The capital expenditure figures have changed from the Treasury Management Strategy 2015-16 as the capital programme approved by Council on 25 February 2015 has been amended to include new approved schemes and to incorporate slippage of schemes identified as part of the capital monitoring which has resulted in a decrease in the Net Financing Need for 2015-16.

2.1.2 The second Prudential Indicator is the **Capital Financing Requirement (CFR)** for the Council and is shown in the table below. This shows the total outstanding capital expenditure that has not been funded from either revenue or other capital resources. It is derived from the actual Balance Sheet of the Council. It is essentially a measure of the underlying need to finance capital expenditure and forms the basis of the charge to the General Fund under the Prudential Code system.

The process for charging the financing of capital expenditure to revenue is a statutory requirement and is called the Minimum Revenue Provision (MRP). The actual MRP charge needs to be prudent and the methodology is detailed in the Council's MRP policy in the TMS 2015-16. The MRP requirement for the PFI Scheme, Innovation Centre and Halo Leisure Contract will be equivalent to the write down of the liability for the year and is met from existing budgets.

No.	Prudential indicators For Prudence	Estimate TMS 2015-16 £'000	Revised Projection TMS 2016-17 £'000	Actual 2015-16 £'000
<b>2</b>	<b>Capital Financing Requirement (CFR)</b>			
	Opening CFR (1 April 2015) excluding other LTL	157,078	154,979	154,802
	Opening PFI CFR	19,300	19,300	19,300
	Opening Innovation Centre	769	770	770
	Opening HALO	1,150	962	962
	Opening Coychurch Crematorium	-	-	177
	<b>Total Opening CFR</b>	<b>178,297</b>	<b>176,011</b>	<b>176,011</b>
	Movement in CFR excluding PFI & other liabilities	4,801	463 (512)	269 (513)
	Movement in PFI CFR	(512)	(51)	(51)
	Movement in Innovation Centre CFR	(51)	(117)	
	Movement in HALO CFR	(117)		(962)
	Movement in CREM CFR		<b>(217)</b>	
	<b>Total Movement in CFR</b>	<b>4,121</b>		(49)

				(1,306)
<b>Closing CFR (31 March 2016)</b>	<b>182,418</b>	<b>175,794</b>	<b>174,705</b>	
Movement in CFR represented by :-				
Net Financing Need for Year (above)	11,489	7,209	7,208	
Minimum and Voluntary Revenue Provisions	(7,368)	(7,426)	(8,514)	
<b>Total Movement</b>	<b>4,121</b>	<b>(217)</b>	<b>(1,306)</b>	

Minimum Revenue Provision (MRP) and Voluntary Revenue Provision (VRP) represent the revenue charge for the repayment of debt and include MRP for the Public Finance Initiative (PFI), Finance Leases, Innovation Centre and HALO

## 2.2 Limits to Borrowing Activity

2.2.1 The Council's long term borrowing at the 31 March 2016 was £96.87 million as detailed above in section 1, the Treasury Position. External Borrowing can arise as a result of both capital and revenue expenditure and timing of cash flows. Because the Council has an integrated Treasury Management Strategy there is no association between individual loans and particular types of expenditure. Therefore, the Capital Financing Requirement and actual external borrowing can be very different.

The **Gross Debt** position (Borrowing and Long Term Liabilities) is shown in the table below. The reason for the reduction in external borrowing from the estimated indicator is because there was no new borrowing taken during 2015-16.

No.	Prudential indicators For Prudence Gross Debt 2015-16	Estimate TMS 2015-16 £'000	Revised Projection TMS 2016-17 £'000	Actual Outstanding 31-03-16 £'000
3	External Borrowing	101,867	96,867	96,867
	Long Term Liabilities (including PFI)	20,539	23,261	22,416
	<b>Total Gross Debt</b>	<b>122,406</b>	<b>120,128</b>	<b>119,283</b>

2.2.2 Within the Prudential Indicators, there are a number of key indicators to ensure the Council operates its activities within well-defined limits. One key control is to ensure that over the medium term, debt will only be for a capital

purpose. The Council needs to ensure that the external debt does not, except in the short term, exceed the Capital Financing Requirement for 2015-16. The table below shows that the Council has complied with this requirement.

No.	Prudential indicators For Prudence  2015-16	Estimate TMS  2015-16  £'000	Revised Projection TMS  2016-17  £'000	Actual Outstanding  31-03-16  £'000
<b>4</b>	<b>Gross Debt &amp; the CFR</b>			
	Total Gross Debt	122,406	120,128	<b>119,283</b>
	Closing CFR (31 March)	<b>182,418</b>	<b>175,794</b>	<b>174,705</b>

2.2.3 A further two Prudential Indicators control the Council's overall level of debt to support Capital Expenditure.

**The Authorised Limit** for External Debt – this represents the limit beyond which borrowing is prohibited. It reflects a level of borrowing that could not be sustained even though it would be affordable in the short term. It needs to be set and approved by Members.

**The Operational Boundary** for External Debt – this is not an actual limit and actual borrowing can vary around this boundary during the year. It is based on the probable external debt during the course of the year.

These are detailed below and confirm that the Council is well within the limit set:

No.	Prudential indicators For Prudence	TMS Limit	Actual
		2015-16 £m	31-03-16 £m
<b>5</b>	<b>Authorised limit for external debt -</b>		
	Borrowing	140	
	Other long term liabilities	30	
	<b>Total</b>	<b>170</b>	
<b>6</b>	<b>Operational Boundary</b>		
	Borrowing	105	
	Other long term liabilities	25	
	<b>Total</b>	<b>130</b>	
	<b>Borrowing</b>		<b>96.87</b>
	<b>Other long term liabilities</b>		<b>22.42</b>
	<b>Total</b>		<b>119.29</b>

### 2.3 Prudential Indicators for Affordability

2.3.1 The Prudential Code Indicators Numbered 1 to 6 above cover the overall controls on borrowing and financing of capital expenditure within the Council. The second suite of indicators detailed below assesses the affordability of capital investment plans and the impact of capital decisions on the Council's overall finances.

The indicator **Ratio of Financing Costs to Net Revenue Stream** demonstrates the trend in the cost of capital against the Total Revenue amount to be met from local taxpayers and the amount provided by WG in the form of Revenue Support Grant. The estimates of capital financing costs include interest payable and receivable on Treasury Management activities and the Minimum Revenue Provision charged to the Comprehensive Income and Expenditure Statement. The revenue stream is the amount to be met from government grants and local taxpayers. The projection has increased from the TMS 2015-16 estimate of 5.05% to 6.56% mainly due to additional premiums repaid in 2015-16 but part of this was offset by an earmarked reserve together with the under spend on capital financing costs.

No.	Prudential Indicators for Affordability 2015-16	Estimate TMS 2015-16 %	Revised Projection TMS 2016-17 %	Actual 2015-16 %
7.	Ratio of Financing Costs to Net Revenue Stream	5.05	6.54	<b>6.56</b>

2.3.2 The indicator of the **Incremental Impact of Capital Investment Decisions on Council Tax** identifies the estimate of the incremental impact to the Council Tax from the capital expenditure proposals, particularly changes in borrowing requirements that have occurred since the Capital Programme was approved for the year. This is a purely notional calculation designed to show the effect of changes in capital investment decisions.

No.	Incremental Impact of Capital Investment Decisions on Council Tax	Estimate TMS 2015-16 £	Revised Projection TMS 2016-17 £	Actual 2015-16 £
8.	Increase in Band D Council Tax as per Capital Programme	3.91	3.87	<b>3.87</b>



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By virtue of paragraph(s) 14, 16 of Part 4 of Schedule 12A of the Local Government Act 1972.

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