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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



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

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
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Gwasanaethau Gweithredol a Phartneriaethol / Operational and Partnership Services

Deialu uniongyrchol / Direct line /: (01656)
643147/643148

Gofynnwch am / Ask for: Mr Mark Anthony Galvin

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Wednesday, 21 June 2017

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, 27 June 2017 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 - 8
To receive for approval the Minutes of a meeting of the Cabinet dated 30 May 2017.
4. Financial Performance 2016-17 9 - 38
To provide Cabinet with an update on the Council's financial performance for the year ended 31st March 2017.
5. Non Domestic Rates: Discretionary Relief: High Street Rates Relief Scheme 2017-18 39 - 46
To seek Cabinet approval for the adoption of the Welsh Government's High Street Rates Relief Scheme for 2017-18.
6. Bridgend Parking Pilot 47 - 48
To seek approval for a pilot scheme to support town centre parking in Bridgend.
7. Civil Parking Mobile Enforcement Vehicle 49 - 54
To seek approval from Cabinet for the procurement of a mobile enforcement vehicle and to recommend to Council a revision to the Capital Programme for 2016-17 to 2026-27 to include a budget of £68,000 for the purchase of the Civil Parking mobile enforcement vehicle.

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8. Childcare Sufficiency Assessment 55 - 72
To seek Cabinet approval of the Childcare Sufficiency Assessment gap analysis and action plan.
9. Reviewed Code of Corporate Governance 73 - 84
To present to Cabinet the Council's reviewed Code of Corporate Governance and its Governance Framework for approval and adoption.
10. Public Safety Protection Orders 85 - 108
To seek Cabinet approval to consult with the police, Police and Crime Commissioner and other relevant bodies on the creation of Public Space Protection Order's and to ask Cabinet to note the conversion of the current Designated Places Protections Orders and Gating Orders into PSPO's on the 14th October.
11. Information Reports for Noting 109 - 116
To inform Cabinet of the Information Reports for noting which have been published since its last scheduled meeting.
12. 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.
13. Exclusion of the Public
The Reports and Minutes relating to the following items are not for publication as they contain exempt information as defined in Paragraph 14 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 these items in private, the public will be excluded from the meeting during such consideration.
14. Approval of Exempt Minutes 117 - 118
To receive for approval the exempt minutes of a meeting of the Cabinet dated 30 May 2017.
15. Short Term Contracts in respect of Fire Alarm Maintenance, Portable Appliance Testing and Intruder Alarm Maintenance and Monitoring 119 - 122
16. Contract Award report for the Procurement of a Long Term Regional Food Waste Treatment Solution 123 - 128

Yours faithfully

P A Jolley

Corporate Director Operational and Partnership Services

Councillors:

HJ David

CE Smith

Councillors

PJ White

HM Williams

Councillors

D Patel

RE Young

CABINET - TUESDAY, 30 MAY 2017

MINUTES OF A MEETING OF THE CABINET HELD IN COUNCIL CHAMBER, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 30 MAY 2017 AT 2.30 PM

Present

Councillor HJ David – Chairperson

CE Smith
RE Young

PJ White

HM Williams

D Patel

Officers:

Randal Hemingway	Head of Finance & Section 151 Officer
Darren Mepham	Chief Executive
Mark Shephard	Corporate Director - Communities
Susan Cooper	Corporate Director - Social Services & Wellbeing
Andrew Jolley	Corporate Director Operational & Partnership Services
Andrew Rees	Senior Democratic Services Officer - Committees
Lindsay Harvey	Corporate Director Education and Family Support

1. WELCOME

The Leader welcomed officers and Members to the first meeting of Cabinet in the new term, particularly Councillors D Patel and R Young who were attending their first meeting of Cabinet following their appointment as Cabinet Member Wellbeing and Future Generations and Cabinet Member Communities respectively.

2. DECLARATIONS OF INTEREST

None.

3. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of Cabinet of 25 April 2017 be approved as a true and accurate record.

4. APPOINTMENT OF LOCAL AUTHORITY GOVERNORS

The Interim Corporate Director Education and Family Support sought approval for the appointment of Local Authority Governors to the school governing bodies listed.

The Cabinet Member Education and Regeneration reminded Members that there remained a number of school governor vacancies and he urged Members to publicise this in their communities.

RESOLVED: That Cabinet approved the appointments listed.

5. APPOINTMENT OF ELECTED MEMBER CHAMPIONS

The Corporate Director Operational and Partnership Services presented a report which sought approval for the appointment of Elected Member Champions.

He reported that Elected Member Champions were appointed to provide a voice for traditionally underrepresented groups on issues which need to be kept at the forefront of Council business although they may not be the responsibility of any individual or

Committee. He stated that Elected Member Champions are Elected Members who in addition to their other Council responsibilities make sure that that the issue or group they are championing are taken into account when Council policy is being developed and decisions are made.

He reported that a review of Elected Member Champions had been undertaken as a result of changes to Cabinet and the Cabinet Member portfolios.

The Leader commented that the Elected Member Champion roles had largely been aligned to Cabinet portfolios with some exceptions where some of the Champion roles had been allocated to Cabinet Members due to their experience, interests and the cross cutting nature of some of the roles.

RESOLVED: That Cabinet appointed to the Champion roles as shown in the report.

6. REPRESENTATION ON OUTSIDE BODIES AND JOINT COMMITTEES

The Corporate Director Operational and Partnership Services presented a report which sought approval for the appointment of Members to joint Committees and the nomination of Members to outside bodies.

RESOLVED: That Cabinet appointed the requisite number of Members to the joint committees and other outside bodies listed subject to the following amendments:

1. Councillor A Pucella appointed to the Margam Crematorium Joint Committee in place of Councillor KJ Watts;
2. Deleted the Cornelly Quarry Liaison Committee from the list of Outside Bodies as it longer exists;
3. Deferred consideration of the membership of the ABM Community Health Council to a future meeting of Cabinet;
4. Deferred consideration of the membership of the Nuclear Free Local Authorities pending discussion with the Group Leaders;
5. Appointed Councillor J McCarthy to SACRE;
6. Appointed Councillor SE Baldwin to the Valleys to Coast Management Board;
7. Appointed Councillor CA Green to Bridgend Care and Repair;
8. The Cabinet Member Communities to replace the Cabinet Member Education and Regeneration on The Alliance (formerly Coalfields Communities Campaign);
9. The Cabinet Member Wellbeing and Future Generations to replace the Cabinet Member Social Services and Early Help on the Bridgend & Maesteg Citizens Advice Bureau.

7. CABINET, CORPORATE PARENTING CABINET COMMITTEE AND EQUALITIES CABINET COMMITTEE - APPROVAL OF SCHEDULE OF MEETINGS; PROCESS FOR NOMINATION OF CHAMPIONS AND TO PROPOSE CHILDREN'S AND EQUALITIES CHAMPIONS

The Corporate Director Operational and Partnership Services submitted a report, the purpose of which was to seek approval for the schedule of meetings of Cabinet, Corporate Parenting Cabinet Committee and the Equalities Cabinet Committee for the period June 2017 – April 2018. He also sought approval of proposals for the Children's and Equalities Champions to chair the Corporate Parenting and Equalities Cabinet Committees; confirmed the process for nomination of Champions from each of the Overview and Scrutiny Committees to the Corporate Parenting Cabinet Committee. He sought approval of the invitees to attend meetings of the Equalities Cabinet Committee as nominated by each of the political groups represented on Council.

RESOLVED: That Cabinet:

1. Approved the schedule of meeting dates for Cabinet, Corporate Parenting Cabinet Committee and the Equalities Cabinet Committee meetings for the period May 2015 – May 2016 as outlined in Paragraphs 4.1.2, 4.2.1 and 4.3.1 of the report;
2. Appointed the Cabinet Member for Social Services and Early Help as Lead Member for Children and Young People, Children and Young People Champion and Chairperson of the Cabinet Committee Corporate Parenting;
3. Deferred consideration of the process for determining the invitees for the Cabinet Committee Corporate Parenting pending discussion with the Group Leaders;
4. Approved the appointment of the Cabinet Member Wellbeing and Future Generations as the Equalities Champion and as Chairperson of the Cabinet Committee Equalities;
5. Approved nominations of the invitees to the Cabinet Committee Equalities on the basis of 4 Labour Group Members, 2 Conservative Group Members, 2 Independent / Alliance Group Members and 1 each from the Llynfi Independents and Plaid Cymru Groups.

8. INFORMATION REPORT FOR NOTING

The Corporate Director Operational and Partnership Services presented a report, the purpose of which was to inform Cabinet of the Information Report which has been published since the last meeting.

The Leader informed Cabinet of his disappointment that Archdeacon John Lewis Church in Wales Primary School's prospects for improvement following its Estyn inspection were adequate, although he noted that many of the judgements relating to the performance of

the school are good. He stated that the school will receive the support of the Council and Central South Consortium to improve outcomes and address all of Estyn's recommendations, and requested a future report to Cabinet updating Members on progress.

RESOLVED: (1) That Cabinet acknowledged the publication of the document listed in the report:-

<u>Title</u>	<u>Date Published</u>
Estyn Inspection Outcomes For Archdeacon John Lewis Church in Wales Primary School	23 May 2017

(2) That Cabinet receive an update report on the progress Archdeacon John Lewis Church in Wales Primary School is making in addressing the recommendations of Estyn following the school being placed in the 'Estyn monitoring' category.

9. **URGENT ITEMS**

There were no urgent items.

10. **EXCLUSION OF THE PUBLIC**

RESOLVED: 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, 16 and 18 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.

The Monitoring Officer confirmed that one of the items was not subject to the public interest test for reasons of legal professional privilege and should therefore be considered in private. However the public interest applied in respect of the other item of business.

Following the application of the public interest test in consideration of this item, it was resolved that pursuant to the Act referred to above, to consider it in private, with the public being excluded from the meeting as it would involve the disclosure of exempt information of the nature as stated above.

11. **APPROVAL OF EXEMPT MINUTES**

12. **DISPOSAL OF PENCOED PRIMARY SCHOOL**

The meeting closed at 3.10 pm

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

REPORT OF THE HEAD OF FINANCE

FINANCIAL PERFORMANCE 2016-17

1.0 Purpose of this report

1.1 The purpose of this report is to provide Cabinet with an update on the Council's financial performance for the year ended 31st March 2017.

2.0 Connections to Corporate Improvement Objectives and Other Corporate Priorities

2.1 The financial performance of the Council budget determines the extent to which the corporate improvement priorities can be delivered.

3.0 Background

3.1 On 10th March 2016, Council approved a net revenue budget of £254.891 million for 2016-17, along with a capital programme for the year of £43.553 million, which was updated in May 2017 to £18.356 million. As part of the Performance Management Framework, budget projections are reviewed regularly and reported to Cabinet on a quarterly basis. The draw down of earmarked reserves and the delivery of agreed budget reductions is also kept under review and reported to Cabinet as part of this process.

4.0 Current Situation

4.1 Summary financial position at 31st March 2017.

4.1.1 The Council's net revenue budget and actual outturn for 2016-17 is shown in Table 1 below.

Table 1- Comparison of budget against outturn for the year ended 31st March 2017

Directorate/Budget Area	Original Budget	Revised Budget	Actual Outturn	Actual Over / (Under) Spend	Projected Over / (Under) Spend Qtr 3
	2016-17 £'000	2016-17 £'000	2016-17 £'000	2016-17 £'000	2016-17 £'000
Directorate Budgets					
Education and Family Support	108,034	108,238	107,653	(585)	(148)
Social Services and Wellbeing	59,697	61,383	62,560	1,177	836
Communities	24,644	24,871	24,517	(354)	26
Operational and Partnership Services	14,899	14,952	13,236	(1,716)	(1,989)
Chief Executives	4,333	4,268	3,467	(801)	(250)
Total Directorate Budgets	211,607	213,712	211,433	(2,279)	(1,525)
Council Wide Budgets					
Capital Financing	10,128	10,128	11,115	987	1,168
Precepts and Levies	6,959	6,879	6,881	2	1
Sleep Ins	800	264	0	(264)	(270)
Council Tax Reduction Scheme	14,304	14,304	13,358	(946)	(886)
Insurance Costs	1,559	1,559	1,316	(243)	0
Building Maintenance	900	729	413	(316)	(81)
Other Corporate Budgets	8,634	7,316	(1,516)	(8,832)	(5,295)
Total Council Wide Budgets	43,284	41,179	31,567	(9,612)	(5,363)
Accrued Council Tax Income			(974)	(974)	
Appropriations to / from Earmarked Reserves			12,509	12,509	6,470
Transfer to Council Fund			356	356	
Total	254,891	254,891	254,891	0	(418)

NB: Difference between Original and Revised Budget is due to allocations of pay and price pressures, inter-departmental transfers and other allocations agreed in-year.

4.1.2 The overall outturn at 31st March 2017 is an under spend of £356,000 which has been transferred to the Council Fund, in line with Principle 8 of the MTFs. After including in-year draw down of reserves, directorate budgets provided a net under spend of £2.279 million and council wide budgets a net under spend of £9.612 million. These are offset by the requirement to provide earmarked reserves for a range of new future risks and expenditure commitments.

4.1.3 The under spend on Directorate net budgets for the year is a result of a number of factors including the maximisation of grant and other income, strict vacancy management and general efficiencies. In addition, directorates drew down £7.751 million in-year from approved earmarked reserves to meet specific one-off pressures identified in previous years, including funding for transformation projects through the Change Fund, funding for capital projects, draw down of school balances, funding for demolition work and service specific one-off pressures.

4.1.4 The under spend masks underlying budget pressures in some service budgets which were reported during the year and still persist. The main financial pressures are in the service areas of Looked After Children and Adult Social Care. It should be noted that these budget areas can be volatile and small changes in demand can

result in relatively high costs being incurred. As patterns of provision change within Directorates, service budgets are reviewed and re-aligned accordingly.

4.2 Monitoring of Budget Reduction Proposals

4.2.1 The MTFS Budget Reduction Contingency was established in line with MTFS Principle 12 (*“Resources are allocated to deliver the Bridgend Change Programme based on clear strategic plans that are kept under review by Corporate Directors to maintain alignment with the MTFS and a MTFS Budget Reduction Contingency will be maintained”*) and has been used to partly mitigate the shortfalls on the following budget reduction proposals in this financial year.

2015-16 Budget Reduction Shortfalls		
COM 1	MREC	£150,000
COM 11	Blue Badges	£83,000
CH 9	School Transport	£100,000
2016-17 Budget Reduction Shortfalls		
RES29	To rationalise the core office estate - leasing of Raven's Court	£195,000

Budget Reductions 2015-16

4.2.2 A report was presented to Cabinet on 5th July 2016 on Financial Performance 2015-16. In the report it was highlighted that, of the £11.225 million budget reduction proposals for 2015-16, £2.692 million were not met in full, with a shortfall in the financial year of £1.909 million. The report stated that these proposals would continue to be monitored alongside current year proposals, with mitigating action to achieve them to be identified. Not all proposals have been fully delivered, however, and where this is the case, directorates have identified a recurrent solution. Appendix 1 shows those 2015-16 budget reduction proposals not met in full and the mitigating action to provide a more permanent solution in future.

Budget Reductions 2016-17

4.2.3 The budget approved for 2016-17 included savings proposals of £7.477 million. £2.385 million of these proposals were not realised in full in 2016-17, but the expenditure associated with them has been offset by vacancy management, and other savings elsewhere within the budget. Appendix 2 identifies those budget reductions not achieved in full, and shows that of the £2.385 million of proposals not fully achieved, £540,000 was realised in 2016-17, leaving a shortfall of £1.845 million. As such there is still a recurrent pressure on 2017-18 budgets which will need to be addressed by implementing the proposals in Appendix 2 or identifying and delivering alternatives. Future monitoring reports will review achievement against these targets in addition to current year budget reductions. A summary of achievement of the budget reduction proposals is provided in Table 2 below.

Table 2 – Achievement of Budget Reductions 2016-17

	Total Budget Reductions Required	Total Budget Reductions Achieved	Shortfall
DIRECTORATE	£'000	£'000	£'000
Education and Family Support	976	504	472
Social Services and Wellbeing	2,984	1,993	991
Communities	1,377	1,025	352
Operational and Partnership Services	985	985	0
Chief Executive	217	187	30
Council Wide Budgets	938	938	0
TOTAL	7,477	5,632	1,845

4.2.4 The most significant of those proposals not achieved in full in-year include:

- Home to School College Transport (£450,000) – in particular the achievement of school transport efficiencies and rationalisation of special educational needs transport. Funding has been transferred from the inter-authority recoupment budget in 2017-18 to address the shortfall.
- Transfer of Family Care Service to Community Hubs (£158,000) - This saving is expected to be achieved in full in 2017-18.
- Remodelling of Children’s Residential and Respite Care (£200,000) - There is an on-going review of remodelling options to identify savings. The directorate will need to identify alternative proposals in 2017-18 if this proposal is not achievable.
- Reduction in Safeguarding Looked After Children (LAC) numbers and costs (£357,000) – Progress has been made in reducing the existing number of Looked After Children, however the number of new children entering the system is making it very difficult to make savings at the required level. This is being progressed through the Early Intervention and Safeguarding Board.
- Review of Highways maintenance / DLO services (£112,000) – due to a delay in completing the restructure, however this is now complete and the saving will be achieved in full in 2017-18.
- Lease of Raven’s Court (£195,000) – this was met from the MTFs Budget Reduction Contingency Reserve in 2016-17. Active marketing of the building continues however if this is unsuccessful, the reduction may be undeliverable.
- Put some aspects of Council Tax and Housing Benefits on line (£30,000) – a delay in implementing Channel Shift prevented full savings being achieved during the financial year.

Directors continue to work with their staff to deliver their proposals or find alternatives to prevent future budget over spends.

4.3 Commentary on the financial position as at 31st March 2017

A summary of the financial position for each main service area is attached as Appendix 3 to this report and comments on the most significant variances are provided below, along with total draw down on earmarked reserves.

4.3.1 Education and Family Support Directorate

The net budget for the Directorate for 2016-17 was £108.238 million and the actual outturn was £107.653 million, following draw down of £2.54 million from earmarked reserves, resulting in an under spend of £585,000. The most significant variances are:

EDUCATION & FAMILY SUPPORT DIRECTORATE	Net Budget	Outturn	Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Built Environment Service	997	1,010	13	1.3%
Inter Authority Recoupment	126	(519)	(645)	-511.9%
Early Years	606	541	(65)	-10.7%
Behaviour Support Service	1,442	1,359	(83)	-5.8%
School Improvement	966	800	(166)	-17.2%
Strategic Planning and Resources	4,126	4,013	(113)	-2.7%
Home to School/College Transport	3,860	4,986	1,126	29.2%
Catering Services	775	494	(281)	-36.3%
Integrated Working	1,022	856	(166)	-16.2%

Built Environment Service

- Whilst the overall position for the Built Environment service is a small overspend of £13,000, there are underlying variances across the areas of service.
- There was an over spend of £185,000 on the DLO. Charge-out rates were amended in year in line with CIPFA guidance. The result was a reduced charge out rate following the removal of ineligible costs. Close monitoring will be required in 2017-18 on productivity rates to ensure a break even position is achieved going forward. The over spend has been offset by over-recovery of income against the income target in Architects (£81,000), due to higher workload and productivity, and Quantity Surveyors (£34,000), along with staff vacancy management in Mechanical and Electrical Engineers (£26,000) and the Energy Department (£64,000).

Inter Authority Recoupment

- There is an under spend of £645,000 for out of county education placements, due to a combination of a reduction in the number of placements (28 at March 2016 to 24 at March 2017) as pupils are brought back in-County to be educated (£588,000) and additional income from pupils from other local authorities (£57,000) being placed in Bridgend's schools. £445,000 of this budget has been transferred to the Home to School Transport budget in 2017-18 to mitigate pressures on that budget.

Early Years

- There is an under spend of £65,000 on Early Years due to a combination of vacant posts, an unforeseen increase in grant income and reduced spend on Nursery Development Grants in preparation for 2017-18 MTFS budget reductions.

Behaviour Support Service

- The net under spend of £83,000 is a combination of clawbacks from schools arising from an increase in the number of pupils educated other than at school, along with vacant posts at The Bridge Alternative Provision (£116,000). This is offset by increased costs on 1:1 ancillary support due to difficulties in recruitment of permanent staff (£32,000), and consequent use of agency staff at a higher cost to the Council.

School Improvement

- The under spend of £166,000 mainly relates to the delay in appointments to the Development Team (£124,000) which supports the strategic review of schools, and has been used to mitigate other over spends within the Directorate. These posts have now been filled. There is a budget reduction of £68,000 against the Development Team in the MTFS for 2017-18 as an alternative funding source has been identified to enable the budget to be reduced without impacting on service delivery. The balance of the under spend is due to additional grant income.

Strategic Planning and Resources

- The under spend of £113,000 has primarily arisen as a result of later than expected construction of the 21st Century Schools Programme, and the consequent need to borrow as part of the Local Government Borrowing Initiative (LGBI). The revenue funding will be used to repay the cost of borrowing once the schemes progress.
- On 28th March 2017, Cabinet resolved to abandon the proposal to relocate Mynydd Cynffig Primary to the Cynffig Comprehensive School site. Consequently, the cost of design and other works associated with the scheme were recharged to the directorate revenue budget under this area of service. These amounted to £327,000. This was, however, offset by funding from the Corporate Contingency.

Home to School / College Transport

- There is an over spend on the Home to School/College Transport budget of £1.126 million, of which £337,000 relates to over spends carried forward from 2015-16. The 2015-16 MTFS savings were not fully achieved partly due to the limited rationalisation of contracts because of increases in the number of pupils eligible for transport, which is outside of the control of the local authority and difficult to predict with accuracy. In addition, budget reductions in respect of changes to the Learner Travel Policy were not fully realised as the agreed change to the policy by Cabinet was not able to be implemented until September 2016 and this did not bring the same level of savings as were originally identified. The over spend has been partly mitigated by a contribution of £100,000 from the MTFS Budget Reduction Contingency Reserve.
- Further efficiencies to Special Education Needs (SEN) and Looked After Children (LAC) transport have been pursued but have been impacted by some increased demand for individual transport due to the needs of individual children and the duty of the Local Authority to ensure that they are transported in line with our statutory responsibilities and our current Learner Travel policy.
- Additional MTFS proposals for 2016-17 of £450,000 have added to these pressures. Budget re-alignments have taken place as part of the 2017-18

budget setting process to mitigate the shortfalls in this area of service with the majority coming from the Inter Authority Recoupment under spend identified above.

- The Council has set aside one-off funding in an earmarked reserve to undertake work on safe routes to schools.

Catering Services

- The under spend of £281,000 has arisen partly as a result of strict vacancy management (£116,000). This prudent approach was adopted as labour costs can be affected by disruption to trading days during the winter months, which did not materialise as adverse weather conditions were not experienced. In addition, the service also achieved £139,000 more than their targeted income. This is primarily due to higher demand for secondary school meals than was anticipated when the budgets were set at the start of the financial year.
- These under spends will contribute to the 2017-18 MTFS target for catering of £79,000.

Integrated Working

- Integrated Working has under spent by £166,000. This is primarily due to staff vacancy management of £125,000, with the balance due to an under spend on Volunteer Drivers Support – the service was temporarily ceased in February 2017 pending a review.

Schools' Delegated Budgets

- School balances reduced from £2.154 million at the end of 2015-16 to £866,000 at the end of 2016-17 (a reduction of £1.288 million), representing 0.93% of the funding available. Total deficit budgets equate to £1.225 million and total surplus budgets equate to £2.090 million.
- Out of a total of 59 schools there are 18 schools (13 primary, 4 secondary and 1 special) with deficit budgets and 6 schools (4 primary, 1 secondary, 1 special) with balances in excess of the statutory limits (£50,000 primary, £100,000 secondary and special schools) in line with the School Funding (Wales) Regulations 2010. These balances will be analysed by the Corporate Director - Education and Family Support, in line with the agreed 'Guidance and procedures on managing surplus school balances'.

4.3.2 Social Services and Wellbeing Directorate

The Directorate's net budget for 2016-17 was £61.383 million and the actual outturn was £62.560 million, following draw down of £1.806 million from earmarked reserves, resulting in an over spend of £1.177 million. The most significant variances are:

SOCIAL SERVICES AND WELLBEING DIRECTORATE	Net Budget	Outturn	Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Older People Residential Care	8,084	8,320	236	2.9%
Older People Home Care	8,640	7,936	(704)	-8.1%
Assessment & Care Mgt Older People and Physical Disability	3,475	2,890	(585)	-16.8%
Learning Disabilities Residential Care	1,458	1,753	295	20.2%
Learning Disabilities Home Care	5,516	6,177	661	12.0%
Learning Disabilities Day Opportunities	3,099	2,896	(203)	-6.6%
Mental Health Home Care	412	626	214	51.9%
Looked After Children	10,546	11,521	975	9.2%

Older People Residential Care

- The over spend has arisen mainly as a result of a reduction in income in respect of nursing care of £230,000 compared to 2015-16. This is mainly due to lower income received on nursing provision in our establishments following a more prudent approach to the recovery of income secured against property, based on historical patterns, which has resulted in less income being accounted for in the 2016-17 financial year.

Older People Home Care

- There is an under spend of £704,000 as a result of reduced costs from the transfer of homecare packages to the independent sector, as part of the Council's strategy to focus local authority homecare on specialist and complex care only.

Assessment and Care Management

- There is an under spend of £301,000 on assessment and care management for older people, and £284,000 on assessment and care management for people with physical disabilities. The under spend has been generated through good vacancy management but also through identification of additional external funding to offset the costs of core service activities.

Learning Disabilities Residential Care

- There has been an over spend of £295,000 as a result of the transition of 'complex needs' children into adult services. This over spend is after draw down of £245,000 from earmarked reserves.
- Going forward, whilst there are no known children with care needs that are coming of age within the next financial year, analysis will be carried out to understand the future demands on the service. Those that have transferred have been assessed to determine the most appropriate form of placement to meet their needs, which are generally at a lower cost.

Learning Disabilities Home Care

- There is an over spend of £661,000 arising from an increase in the number of hours within existing care packages, to meet more complex needs, together with an increase in the number of supported living schemes by one. Income received from charges to other Local Authorities is also less than budgeted.

Learning Disabilities Day Opportunities

- There is an under spend of £203,000 arising from staff vacancies. Most have now been filled with those remaining used to meet budget reductions in 2017-18.

Adult Mental Health Home Care Services

- There is an over spend of £214,000 on home care as a result of increased need for domiciliary care in this service area, coupled with an increase of two additional service users within the supported living scheme.

Looked After Children (LAC)

- There is an over spend of £975,000 on LAC, after a draw down of £748,000 from earmarked reserves. This is mainly as a result of the delay in implementing a new model for residential services (£400,000 MTFS saving from 2015-16 and 2016-17 to be realised) which has taken some time to establish due to the need for significant research, consultation and options appraisals, and the slower than anticipated safe reduction of looked after children (£357,000 in 2016-17). Project plans for both of these areas are now in place and the required work has gathered momentum, with significant capital work due to take place in 2017-18. There is a plan to place more children into in-house foster placements from high cost independent placements.
- Whilst the number of looked after children across Wales and within Bridgend has continued to rise over recent years, the number as a proportion of the child population has actually decreased. The Early Intervention and Safeguarding Board has been reviewing the type of placements in which our more vulnerable children are placed, and through placement in more appropriate settings, has achieved an overall financial saving. The focus has been, and will continue to be, on reducing the number of out of county placements, and bringing children back into the county borough, with links to family, where it is appropriate and safe to do so. The number of LAC at the end of March 2017 was 390 compared to 382 at the end of March 2016, and the number of out of county placements is currently 10 with some individual placements costing around £220,000 per annum. Although the net LAC population has increased, it should be noted that:
 - The service has reduced high cost Independent Fostering Agency (IFA) placements by 7 which can reduce the annual cost by approximately £330,000.
 - 88 children ceased to be LAC but during this time 97 became LAC.
 - The service has implemented its permanence strategy identifying high cost placements and transferring to lower cost placements.
 - When reviewing the LAC population of 390 as at the end of March 2017, the net annual equivalent LAC cost is approximately £290,000 less than the cost of the LAC population of 382 as at April 2016.
- In addition, there are a number of “When I am Ready” clients (where a care leaver continues to live with their foster carer after they turn 18) that are still in a placement, which the Council funds, but do not count as LAC. For 2017-18 this has been recognised as a new budget pressure following the implementation of the Social Services and Well-being (Wales) Act 2014 and funded accordingly.

The budget is closely monitored and a recovery plan is in place to work toward reducing the current over spend and ensure that the budget for 2017-18 is effectively managed.

Other Child and Family Services

- The service is not projecting a significant variance, and therefore this service is not reported in the table above. However, it must be noted that this is following the draw down of £308,000 from earmarked reserves to offset the over spend on the joint adoption service. The over spend relates mainly to the contribution to the Western Bay pooled fund. Each authority's contribution is based on the number of placements by each authority as a percentage of total Western Bay placements, and currently Bridgend's proportion of placements is 34% of the total compared to 24% anticipated when the budget was set. This recognises the proactive approach to trying to reduce the number of looked after children, by providing more permanent solutions. This shortfall has been addressed for 2017-18 through a budget pressure in the MTFS.

4.3.3 Communities Directorate

The net budget for the Directorate for 2016-17 was £24.871 million and the actual outturn was £24.517 million, following draw down of £2.287 million from earmarked reserves, resulting in an under spend of £354,000. The most significant variances are:

COMMUNITIES DIRECTORATE	Net Budget	Outturn	Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Development	301	162	(139)	-46.2%
Regeneration	1,788	1,692	(96)	-5.4%
Streetworks	8,018	8,260	242	3.0%
Highways and Fleet	6,127	6,475	348	5.7%
Parks and Open Spaces	2,010	1,942	(68)	-3.4%
Transport & Engineering	842	746	(96)	-11.4%
Streetscene Support	326	253	(73)	-22.4%
Adult Learning	177	83	(94)	-53.1%
Property (Estates)	1,264	867	(397)	-31.4%

Development Control

- There is an under spend of £139,000 due to an increase in the number of larger planning applications which attract higher fee levels during the financial year. Fees are set by Welsh Government and vary according to the type of development. As a result of the number of applications, the service has received more income than budgeted. However, it cannot be guaranteed that a similar number of large applications will be received next year and so at this point the increased income generated should be regarded as 'one-off'.

Regeneration

- There is an under spend of £96,000 on the Regeneration budget. This is primarily due to staff vacancy management (£50,000) with the balance from under spends on non-staffing budgets. The under spend on non-staffing budgets is partly linked to the early implementation of future MTFs budget reductions, and partly due to an under spend in the Economic Development Unit marketing and promotion budget as a result of staff capacity constraints and higher than anticipated contributions from sponsors.

Streetworks

- The net over spend of £242,000 on Streetworks includes an over spend on the Waste Disposal Budget of £365,000. The MREC saving of £300,000 for 2015-16 was not achieved, but it was partly mitigated by a contribution of £150,000 from the MTFs Budget Reduction Contingency reserve. Budget re-alignments have taken place as part of the 2017-18 budget setting process to mitigate this shortfall. There were also additional tonnage costs of £454,000 which have been partly offset by savings from the interim Anaerobic Digestion (AD) procurement project of £239,000.
- Under the new waste contract commencing in 2017-18, there is a forecast reduction in the amount of tonnage going to the MREC due to an increase in kerbside recycling and at the Civic Amenity Sites. £196,000 was drawn down from earmarked reserves to support procurement project costs for the new Waste Contract commencing 1st April 2017.
- There is a further budget reduction target of £200,000 in respect of the MREC in 2017-18 which is anticipated to be achieved when the procurement process to appoint a contractor to operate and manage the MREC is concluded. This remains an area of considerable management focus in partnership with Neath Port Talbot. A £100,000 saving is also included in the MTFs for 2017-18 against a longer term AD Procurement exercise which is nearing conclusion.

Highways and Fleet

- The net over spend on Highways and Fleet is £348,000. Included within this is an over spend on Highways Maintenance and Fleet Services of £441,000 which mainly constitutes expenditure on highways maintenance borne by the directorate (£293,000) along with a downturn in commercial income in Fleet Services (£148,000). The reduction in income is due to a number of factors, including the general reduction in the Council's budgets and the closure of County Supplies. This has been offset by an under spend of £131,000 in street lighting, which has arisen following the LGBI programme of replacement of lanterns, and subsequent reduction in energy costs and required maintenance. This saving will be used in 2017-18 to meet short term shortfalls in MTFs savings, whilst existing proposals are being progressed e.g. car parking charges review.
- The outturn position of the DLO has been positively affected by South East Wales Trunk Road Agency (SWTRA) requesting additional works on the A470 subsequent to the withdrawal of Merthyr Council from the maintenance activities on the trunk road. Additional requests were also received to assist on trunk road maintenance in the Neath Port Talbot area. It is unclear at this time if any additional works will be requested over and above the service level commitment in 2017-18 and the financial implications of any such requests.

Parks and Open Spaces

- There is an under spend on Parks and Open Spaces of £68,000 primarily due to an under spend on staffing. The under spend has arisen as part of a restructure of the parks service and will not reoccur in 2017-18.

Transport and Engineering

- There is a net under spend across the service of £96,000. Within this there is a pressure on the car park budget of £111,000, primarily due to the delay in the implementation of MTFS budget reductions, including charging for blue badges (£165,000) and increases in car parking charges (£60,000), combined with car park income shortfalls (£140,000). This has been mitigated by a contribution of £83,000 from the MTFS Budget Reduction Contingency Reserve and draw down of funding from earmarked reserves. The directorate has identified mitigating under spends to address this pressure in the short-term. There is a further budget reduction of £50,000 in the 2017-18 MTFS relating to a broad review of car parking including staff and elected member parking passes.
- There is an over spend on Traffic Management and Road Safety of £64,000. £20,000 of this is due to the shortfall on the MTFS saving relating to School Crossing Patrols. The balance of the over spend is due to a shortfall in internal fee income.
- Policy and Development has an over spend of £79,000. This mostly consists of an over spend on staffing costs due to the late implementation of staffing restructures.
- The over spends identified have been offset by Engineering services exceeding their income target (£275,000) primarily due to the balance of working on EU/non EU funded projects compared with previous years. There has also been an under spend under Public Transport Co-ordination due to staff vacancy management (£75,000).

Streetscene Support

- There is an under spend across the service of £73,000 due to staff vacancy management and reduced spend on supplies and services.

Adult Community Learning (ACL)

- There is an under spend across the service of £94,000 due to staff vacancy management. This, in part, was as a result of a reduced programme of courses due to uncertainty about the future provision of ACL following significant changes to the area strategic partnership and Bridgend College's delivery of an ACL programme. This will contribute towards the 2017-18 MTFS saving target of £70,000 for a reduction in Adult Community Learning provision.

Property

- There is an under spend across Property Estates of £397,000. This is mainly due to the draw down of WG funding in respect of Hartshorn House of £250,000, which has been transferred into an earmarked reserve to cover operational costs and refurbishment within the commercial property portfolio. There is also an under spend of £117,000 arising from staff vacancies, which is partly offset by an over spend arising from under occupancy of the Innovation Centre, as a result of difficulties in attracting tenants.

- The Section 151 Officer made a one-off allocation from the MTFS Budget Reduction Contingency Reserve against the £195,000 saving in respect of Raven's Court following the failure to lease the building during the financial year.

4.3.4 **Operational and Partnership Services Directorate**

The net budget for the Directorate for 2016-17 was £14.952 million and the actual outturn was £13.236 million, following draw down of £1.056 million from earmarked reserves, resulting in an under spend of £1.716 million. The most significant variances are:

OPERATIONAL AND PARTNERSHIP SERVICES DIRECTORATE	Net Budget	Outturn	Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Housing Options and Homelessness	693	375	(318)	-45.9%
Legal Services	1,976	1,783	(193)	-9.8%
Human Resources & Organisational Development	3,536	3,175	(361)	-10.2%
ICT	3,726	3,466	(260)	-7.0%
Regulatory Services	1,470	1,350	(120)	-8.2%

Housing and Homelessness

- There is an under spend on this area of £318,000. This is mainly as a result of the maximisation of Transitional Funding and Supporting People grant, and small under spends on other budgets. This budget is currently being reviewed by the Head of Finance and Director of Operational and Partnership Services to ascertain whether or not there is a recurrent budget saving that could be realised going forward.

Legal Services

- The under spend of £193,000 on legal services is partly due to an increase in recovery of legal costs (£69,000), partly due to an under spend on legal costs and disbursements, and the balance due to staffing vacancies (£72,000), most of which are built into the MTFS as budget reductions for 2017-18.

Human Resources and Organisational Development

- Part of the under spend relates to vacancy management in preparation for future MTFS savings (£200,000) and the balance has arisen as a result of vacancies pending recruitment.

ICT

- The under spend of £260,000 is as a result of vacancies within the team, and reduced telephone charges (£40,000), along with an under spend of £168,000 on software licences, due to a proactive approach to the rationalisation of software across the Council when the opportunity arises. Some of these savings are in preparation for future MTFS savings.

Regulatory Services

- The under spend relates to repayment of an under spend on the shared regulatory service following the closure of the 2015-16 accounts, which was primarily due to staff vacancies following the creation of the shared service. The amount of this under spend, and any potential repayment, was not known until the accounts had been audited.

4.3.5 Chief Executives

The net budget for the Directorate for 2016-17 was £4.268 million and the actual outturn was £3.467 million, following draw down of £58,000 from earmarked reserves, resulting in an under spend of £801,000. The most significant variances are:

CHIEF EXECUTIVES	Net Budget	Outturn	Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Chief Officers	645	508	(137)	-21.2%
Housing Benefit Administration	696	485	(211)	-30.3%
Housing Benefit Payments	52	(368)	(420)	-807.7%

Chief Officers

- The under spend mainly relates to the vacant staffing budget following the departure of the Corporate Director Resources. This was included in MTFS budget reductions for 2017-18.

Housing Benefit Administration

- There is an under spend in respect of the administration of housing benefit arising mainly from staffing vacancies, but also additional grant income. The 2016-17 budget pressure in relation to the new Emmaus facility was reviewed in quarter 3 and reduced by £100,000 and returned to the corporate budget.

Housing Benefit Payments

- The gross budget is £48.478 million, which is offset by £48.427 million of income, the majority of which is housing benefit subsidy. There is an under spend in respect of the payment of housing benefit of £420,000. This comprises additional recovery of over-payments, totalling £245,000, and £180,000 under spend arising from the need for a lower provision for bad debt following successful debt recovery.

4.3.6 Council Wide budgets

This section of the accounts includes budgets, provisions and services which are council wide, and not managed by an individual directorate. The net budget is £41.179 million and the actual outturn was £31.567 million, resulting in an under spend of £9.612 million. The most significant variances are detailed below:

COUNCIL WIDE BUDGETS	Net Budget	Outturn	Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Capital Financing	10,128	11,115	987	9.7%
Council Tax Reduction Scheme	14,304	13,358	(946)	-6.6%
Repairs and Maintenance	729	413	(316)	-43.3%
Insurance Premiums	1,559	1,316	(243)	-15.6%
Other Corporate Budgets	7,316	(1,516)	(8,832)	-120.7%

Capital Financing

- The net over spend of £987,000 is a combination of an under spend on interest paid due to lower borrowing than anticipated (£1.3 million), as the Council uses its own internal resources to finance schemes, which is more than offset by a one-off payment of £2.35 million of prudential borrowing in respect of Raven's Court to reduce future capital financing costs. There is also slightly lower interest realised than projected on internal borrowings following the repayment of previous prudential borrowing amounts.

Council Tax Reduction Scheme

- The under spend of £946,000 is a result of lower demand than forecast for the Council Tax Reduction Scheme. This a demand led budget which is based on full take up, but actual take up is not known until year end. There is a reduction in this budget in the MTFs of £300,000 for 2017-18 with further budget reductions planned for future years, depending on take up at that time.

Repairs and Maintenance

- The under spend of £316,000 is a result of slippage on some minor works schemes and feasibility studies, which will now be completed in 2017-18. An earmarked reserve has been established to meet these costs. There is also an under spend on prudential borrowing in respect of the Civic Offices Enveloping Scheme, which will be completed in 2017-18.

Insurance Premiums

- The under spend of £243,000 has mainly arisen as a result of a fortuitous and unexpected rebate in respect of the Maesteg PFI scheme under the contract's premium sharing agreement (£170,000). There is also a small amount of additional income generated from recharges to direct labour organisations for insurance arranged on their behalf.

Other Corporate Budgets

- There is a significant movement on the Council's balance sheet in respect of historic and current council tax and housing benefits debtors. This has created a favourable movement of £3.678 million on other corporate budgets. With regard to housing benefits, these have previously only been established as debtors in the housing benefits system and not in the Council's main accounts. This is a change of accounting treatment which, going forward, will recognise the debts in the year in which they are raised, rather than the year in which they are paid. The balance relates to a reduced bad debt provision in the balance sheet for council tax following higher recovery rates. Consequently these are one-off adjustments and will not reoccur.

- There is also a release of £961,000, in respect of insurance monies relating to a previous fire at Betws Primary School, into the revenue account to provide a contribution towards the new Garw Valley South scheme as part of the 21st Century Schools programme. This funding has been transferred to earmarked reserves to offset the cost in 2017-18.
- There are a number of other under spends on council wide budgets, totalling £5.09 million including:
 - o Reduced requirement from Directorates in relation to pay and prices (£1.58 million). While this has not been required in 2016-17, this is currently a particular risk area for council budgets as inflation indices have risen over recent months.
 - o Lower than expected in-year cost of implementing auto enrolment for new entrants (£400,000). This cost should be fully known by the end of 2017-18 as the Council works towards the end of the auto enrolment transitional period (30th September 2017). At that point in time, any unrequired budget can be released in mitigation of other service budget reductions.
 - o Projected under spends on other corporate budgets e.g. corporate contingency, reduced requirements for funding of budget pressures, provision for increased superannuation and national insurance contributions (£1.7 million).
 - o In addition, funding was held corporately in the budget to meet the budget pressures associated with the Extra Care scheme (£1 million revenue contribution to capital) and implementation of the Welsh Language Standards. Due to the delay in the Extra Care scheme, the funding has been transferred to an earmarked reserve, pending construction works. In addition, a number of Welsh Language Standards are currently under appeal, and as a consequence there is a delay in implementation of the full suite of standards, and therefore spend on this budget (£319,000), until the outcome of the appeal is received from the Welsh Language Commissioner.
- These have been partly offset by a one-off payment of £896,000 of prudential borrowing in respect of Glamorgan Records Office to reduce future capital financing costs.

This under spend has enabled a number of new corporate earmarked reserves to be established to meet pressures in 2017-18, some of which were reported in quarter 2 and quarter 3, including in particular contributions to the capital reserve in support of possible future additions to the capital programme (subject to full council approval) and funding of demolition works, to avoid costs associated with vacant premises.

The under spend on Directorate budgets has also enabled a number of new Directorate earmarked reserves to be established, to meet service specific pressures that are anticipated to arise in 2017-18, many of which were originally planned to be undertaken in 2016-17.

The under spend on accrued council tax income of £974,000 has been transferred into the service reconfiguration reserve to support the cost of transformation programmes, including potential redundancy costs. Further information on Earmarked Reserves is provided in section 4.5.

The council wide budgets have been reviewed as part of the MTFS 2017-18 to 2020-21 and will be subject to significant reductions over the life of the MTFS.

4.4 Capital programme outturn

4.4.1 This section of the report provides Members with an update on the Council's capital programme for 2016-17. The original budget approved by Council on 10th March 2016 was further revised and approved by Council during the year to incorporate budgets brought forward from 2015-16, budgets carried forward into 2017-18, and any new schemes and grant approvals. The revised programme presented to Council on 31st May 2017 totals £18.356 million for 2016-17. The main changes from the capital programme presented to Council on 1st March 2017 are:

- Total slippage of £7.670 million into 2017-18, including:
 - £565,000 in relation to school modernisation schemes;
 - £1 million fund set aside for parks and pavilion improvements to support successful Community Asset Transfers;
 - £922,000 for Housing related / Disabled Facilities grants, as a result of timing differences between grant awards and householder claims. There was slippage against the Disabled Facilities Grants budget in previous years, due to delays with occupational health referrals, leading to a backlog, and this has had a knock-on effect to the ability to catch up in the following year. The commitment has carried forward into 2017-18. In addition, there was a delay in receipt of applications for Empty Homes Grants & Homes in Town Grants which has led to a further under spend. These grants should be fully spent in 2017-18;
 - £480,000 in respect of the purchase of income-generating non-operational assets;
 - £820,000 minor works schemes, due to completion of schemes rolled forward from the previous year, subsequent delays in commencing current year schemes, and limited capacity within the Built Environment service.

- Reduced budgets for a number of schemes in 2016-17, totalling £871,000, particularly in respect of the proposed replacement Mynydd Cynffig Primary School which has been removed from the capital programme.

4.4.2 Appendix 4 provides details of the individual schemes within the capital programme, showing the final budget available in 2016-17 compared to the actual spend. Commentary is provided explaining reasons for any major variations in expenditure against budget or changes to budget.

4.4.3 Total expenditure as at 31st March 2017 is £18.266 million, resulting in an under spend of £89,000 on BCBC resources. This under spend will be returned to the capital receipts fund.

4.5 Earmarked Reserves

- 4.5.1 The Council is required to maintain adequate financial reserves to meet the needs of the organisation. The MTFs includes the Council's Reserves and Balances Protocol which sets out how the Council will determine and review the level of its Council Fund balance and Earmarked Reserves. During 2016-17, Directorates drew down funding from specific earmarked reserves and these were reported to Cabinet through the Monitoring Reports. The final Directorate draw down from reserves is detailed below:-

	Draw down from Earmarked Reserves 2016-17 £'000
Education & Family Support	2,543
Social Services & Wellbeing	1,806
Communities	2,288
Operational & Partnership Services	1,056
Chief Executives	58
Total	7,751

The draw down was £4.095 million from Corporate Reserves, £2.368 million from Directorate Reserves and £1.288 million in respect of a net movement on school balances.

- 4.5.2 At year end, the Protocol requires that the Chief Finance Officer reviews existing earmarked reserves, and consider requests from Directorates for new reserves or additional corporate reserves based on new risks or one-off pressures. This review has now been undertaken together with an assessment of the risks and pressures that are sufficiently 'known' or 'probable' over the MTFs period and for which an earmarked reserve is therefore required. This review has identified the need for £10.416 million to create new or enhance existing corporate reserves including reserves to help support the Capital Programme, to meet the cost of future service reconfigurations (including severance payments), to provide funding for the Extra Care Provision as agreed within the MTFs, to continue with the Council's Digital Transformation programme and to replenish the MTFs Contingency Reserve.
- 4.5.3 In determining what Directorate earmarked reserves are required, priority has been given to those demonstrating significant risk, those which are sufficiently 'known' or 'probable' and those for which funding needs to be set aside as a priority, with consideration given to any existing reserve balances. The total of new and replenishments to existing Directorate earmarked reserves is £2.093 million. The largest addition is £1 million to the Looked After Children's reserve to replenish the reserve and further enhance it following the draw down of almost £800,000 during the 2016-17 financial year. The total of additions/reclassifications as a result of the Chief Finance Officer's review is £12.509 million.
- 4.5.4 As per last year, under proper accounting practice as detailed in CIPFA's Code of Practice on Local Authority Accounting, all grants and contributions should be analysed to see whether there are specific conditions attached to them. When the conditions are actually satisfied the grant is credited to the Comprehensive Income and Expenditure Statement regardless of whether the actual expenditure has been

incurred. In these cases the Council can decide to transfer the grant monies to an earmarked reserve to fund future expenditure. In 2016-17, there was £841,000 of new International Financial Reporting Standards (IFRS) Grants that have been transferred to earmarked reserves to ensure the funding is protected in accordance with the original terms and conditions of the grant or contribution.

4.5.5 There are also a number of 'equalisation of spend' reserves. These reserves ensure that expenditure that is incurred in a particular future year is smoothed over the period of the MTFS. These include the costs of Elections, Maesteg PFI funding, Building Control costs, Special Regeneration Fund projects and the preparation of the Local Development Plan. These have been enhanced by £647,000 at year end.

4.5.6 A full breakdown of the total movement on earmarked reserves as at 31st March 2017 is provided in Appendix 5. Total Reserves excluding the Equalisation of Grants and Spend is £44.418 million, an increase of £4.758 million from the start of the financial year. The remaining under spend on the revenue account of £356,000 will be transferred to the Council Fund.

5.0 Effect upon policy framework & procedural rules

5.1 As required by section 3 (budgetary control) of the Financial Procedure Rules; Chief Officers in consultation with the appropriate Cabinet Member are expected to manage their services within the approved cash limited budget and to provide the Chief Finance Officer with such information as is required to facilitate and monitor budgetary control.

6.0 Equality Impact Assessment

6.1 There are no implications in this report.

7.0 Financial implications

7.1 These are reflected in the body of the report.

8.0 Recommendations

8.1 Cabinet is requested to note the revenue and capital outturn position for 2016-17.

Randal Hemingway
Head of Finance and Section 151 Officer
June 2017

Contact Officer

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Background Papers

Individual Directorate Monitoring Reports

Report to Cabinet 31 January 2017 – Budget Monitoring 2016-17 – Quarter 3
Forecast

Report to Council 31 May 2017 – Capital Programme 2016-17 to 2026-27

2015-16 BUDGET REDUCTIONS MONITORING

Ref.	Budget Reduction Proposal	Original 2015-16 £000	Amount of saving achieved 2016-17 £000	Mitigating Actions to prevent further budget overspend in 2017-18, including alternative budget reduction proposal
EDUCATION & FAMILY SUPPORT				
EDUCATION				
CH3	Retender Learner Transport contracts	400	363	Re-alignment of budgets within the directorate to prevent further overspend, in particular the Development Team budget for which an alternative funding source has been identified.
CH4	Rationalise Special Education Needs transport	100	0	
CH9	School transport route efficiencies	200	0	
Total Education and Family Support		700	363	
ADULT SOCIAL CARE				
ASC6	Management, Admin and Training Implement measures to achieve 7% and 5% across the 2 years	215	115	Outstanding recurrent saving to be implemented in 2018-19. 2017-18 budget to be managed through vacancy management.
Total Adult Social Care		620	520	
SAFEGUARDING AND FAMILY SUPPORT				
CH22	Remodelling of Childrens Respite and Residential Care	200	0	Use of external grant to support core budget.
Total Safeguarding and Family Support		250	50	
Total Social Services & Wellbeing Directorate		870	570	
COMMUNITIES				
COM1	Procure by competitive tendering and in accordance with the provisions of a MOU between BCBC and NPTCBC, a contractor to operate and manage the MREC	300	0	This is covered within the budget pressure secured for Waste Contract in the MTFS for 2017-18.
COM6	Review of public conveniences	50	40	Contribution from Town Council to meet the shortfall.
COM8	Review of car parking charges - staff and long/short term stay car parks	60	0	This saving will be delivered as part of COM12 in 2017-18.
COM10	Public to purchase their own black refuse bags to an appropriate specification.	50	0	This is covered within the budget pressure secured for Waste Contract in the MTFS for 2017-18.
COM11	Implementation of charging for Blue Badge Holders for Car Parking	165	0	The directorate has identified a number of mitigating actions to meet the shortfall in 2017-18, including additional energy savings from street lighting, and engineers income, until such time as a full car parking charges review is undertaken.
COM13	Review of School Crossing Patrol service in line with GB standards.	60	40	Small shortfall to be met from earlier implementation of other directorate efficiencies targetted for 2018-19.
Total Communities Directorate		1,122	517	
GRAND TOTAL		2,692	1,450	
REDUCTIONS SHORTFALL			1,242	

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2016-17 BUDGET REDUCTIONS MONITORING

APPENDIX 2

Ref.	Budget Reduction Proposal	Original 2016-17 £000	Amount of saving achieved £000	Comments
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EDUCATION & FAMILY SUPPORT

CH3	Retender Learner Transport contracts	100	0	Underspend in other service areas within the Directorate have been used to cover shortfall. Outturn for 16-17 shows an underspend for the Directorate as a whole.
CH4	Rationalise Special Education Needs transport	150	0	
CH9	School transport route efficiencies	200	0	
RES40	Change Out of Hours Service provided by Built Environment	22	0	
Total Education and Family Support		472	0	

SOCIAL SERVICES & WELLBEING

Theme 1 - Remodel Service Delivery				
ASC19	Develop a Delivery Model for the Bridgend Resource Centre	108	8	Budget reduction of £100k to be found elsewhere within Social Services. Options being considered.
ASC21	Transfer Family Care Service to the Community Hubs	210	52	The shortfall was met from underspend across the service in 2016-17. Full year saving should be achieved in 2017-18
CH25	Reduction in Safeguarding LAC numbers and related reduction in costs	357	0	The early intervention and safeguarding board are working to reduce the number of looked after children and related costs.
Theme 1 - Remodel Service Delivery - sub-total		675	60	
Theme 2 - Service Efficiencies				
ASC6	Management, Admin and Training Implement measures to achieve 7% and 5% across the 2 years	76	50	The shortfall was offset from underspend across the service in 2016-17.
ASC23	Changes in Workforce	100	50	The shortfall was offset from underspend across the service in 2016-17.
CH22	Remodelling of Children's Respite and Residential Care	200	0	Ongoing review of remodelling options being considered and implemented.
Theme 2 - Service Efficiencies - sub-total		376	100	
Theme 3 - Income Generation				
ASC20	Introduce charges for supplementary holiday support in Learning Disabilities	100	0	Service are looking at alternative proposals and realignments of budgets.
Theme 3 - Income Generation		100	0	
Total Social Services & Wellbeing Directorate		1,151	160	

COMMUNITIES

COM9	Review of Highways maintenance/DLO Services	417	305	Underspend across other directorate areas have met this shortfall, with Period 12 outturn showing an overall Directorate underspend.
COM21	Review of overtime across Highways/Streetscene	90	45	Underspend across other directorate areas have met this shortfall, with Period 12 outturn showing an overall Directorate underspend

Ref.	Budget Reduction Proposal	Original 2016-17 £000	Amount of saving achieved £000	Comments
RES29	To rationalise the core office estate - leasing of Raven's Court	195	0	Agreement from S151 Officer that full £195k is met from the MTFs contingency fund for 2016-17 only
Total Communities Directorate		702	350	

**CHIEF EXECUTIVE
FINANCE**

RES27	To put Council Tax and some aspects of benefits online and to collaborate with others	60	30	Savings made elsewhere in 16-17 (Housing Benefit Admin under-spend), restructure in 17-18 will achieve the £30k annual saving.
Total Chief Executive		60	30	

GRAND TOTAL REDUCTIONS	2,385	540
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REDUCTIONS SHORTFALL	1,845
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REVENUE OUTTURN POSITION AS AT 31ST MARCH 2017

BRIDGEND COUNTY BOROUGH COUNCIL	Budget 2016-17			Actual Outturn	Actual Variance Over/(under) budget	% Variance
	Expenditure Budget	Income Budget	Net Budget			
	£000	£000	£000			
				£000	£000	
EDUCATION AND FAMILY SUPPORT						
Learning	11,012	(3,171)	7,841	6,769	(1,072)	-13.7%
Strategic Partnerships & Comm	128,145	(28,745)	99,400	99,874	474	0.5%
Built Environment	5,478	(4,481)	997	1,010	13	
TOTAL EDUCATION AND FAMILY SUPPORT	144,635	(36,397)	108,238	107,653	(585)	-0.5%
SOCIAL SERVICES AND WELLBEING DIRECTORATE						
Adult Social Care	58,613	(15,581)	41,472	41,468	(4)	0.0%
Sport, Play and Active Wellbeing	3,217	(826)	2,336	2,323	(13)	-0.5%
Safeguarding & Family Support	20,149	(1,377)	17,575	18,769	1,194	6.8%
TOTAL SOCIAL SERVICES AND WELLBEING	81,979	(17,784)	61,383	62,560	1,177	1.9%
COMMUNITIES DIRECTORATE						
Regeneration & Development	4,050	(1,829)	2,216	1,985	(231)	-10.4%
Street Scene	34,587	(16,586)	17,322	17,675	353	2.0%
Directorate Business Unit	37	(242)	536	523	(12)	-2.3%
Culture	3,627	(204)	3,401	3,295	(106)	-3.1%
Property Services	4,110	(2,771)	1,264	867	(397)	
Elections	132	-	132	172	40	30.3%
TOTAL COMMUNITIES	46,543	(21,632)	24,871	24,517	(354)	-1.4%
OPERATIONAL & PARTNERSHIP SERVICES DIRECTORATE						
Legal Services and Democratic Services	4,843	(514)	4,328	3,973	(355)	-8.2%
Regulatory Services	1,874	(405)	1,470	1,350	(120)	-8.1%
Transformation, Performance and Partnerships	550	-	550	433	(117)	-21.3%
ICT	4,454	(728)	3,726	3,466	(260)	-7.0%
Human Resources	3,919	(383)	3,536	3,175	(361)	-10.2%
Housing and Homelessness	6,449	(5,108)	1,341	839	(502)	-37.4%
TOTAL OPERATIONAL & PARTNERSHIP SERVICES	22,089	(7,137)	14,952	13,236	(1,716)	-11.5%
Chief Executives						
Chief Executive	645	-	645	508	(137)	-21.3%
Finance	53,343	(50,072)	3,271	2,659	(612)	-18.7%
Internal Audit	373	(21)	352	300	(52)	-14.8%
TOTAL CHIEF EXECUTIVES	54,361	(50,093)	4,268	3,467	(801)	-18.8%
TOTAL DIRECTORATE BUDGETS	349,608	(133,043)	213,712	211,433	(2,279)	-1.1%
Council Wide Budgets	42,216	(1,037)	41,179	31,567	(9,612)	-23.3%
Accrued Council Tax Income				(974)	(974)	
Net transfers to / from earmarked reserves				12,509	12,509	
Transfer to Council fund				356	356	
NET BRIDGEND CBC	391,824	(134,080)	254,891	254,891	0	0.0%

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	Total Costs to 31/3/17 £'000	Revised budget agreed by Council 31/05/17 £'000	Additional Approvals £'000	Revised P12 Budget 2016/17 £'000	Total Expenditure to P12 2016/17 £'000	Over/ (Under) budget £'000	Slippage Requested £'000	Impact on BCBC Resources £'000	Comments
Education & Family Support									
Pen Y Fai Primary School	6,847	12		12	12	-		-	
Coety/Parc Derwen Primary School	8,483	30		30	30	-		-	
West Park Pry School Temporary Accommodation	209	7		7	7	-		-	
Additional Learning Needs	4,060	5		5	5	-		-	
Garw Valley South Primary Provision	1,641	907		907	907	-		-	
Garw Valley Primary Highways Works	42	42		42	42	-		-	
Pencoed Primary School	967	863		863	863	-		-	
Pencoed School Highways Works	38	38		38	38	-		-	
Pencoed Artificial Pitch	187	12		12	13	1	-	1	Small overspend
Brynmenyn Primary School	1,323	1,288		1,288	1,288	-		-	
Flying Start Provision	952	18		18	14	-	4	-	
Héronsbridge Special School	20	20		20	20	-		-	
Studio 34, Pyle	74	74		74	74	-		-	
Maesteg Comprehensive School Highways Improvements	412	412		412	412	-		-	
Schools Traffic Safety	181	181		181	181	-		-	
CCYD Hub	73	73		73	76	3	-	3	Small overspend funded by revenue
Children's Directorate Minor Works	1,977	693		693	693	-		-	
Education S106 Schemes	88	88		88	88	-		-	
Built Environment									
Solar Panels	28	28		28	28	-		-	
Total Education and Family Support	27,602	4,791	-	4,791	4,791	-	4	-	4
Social Services and Well-being									
Adult Social Care									
Extra Care Facilities	3	3		3	3	-		-	
Refurbishment of Caretaker's Lodge and Heron House at Heronsbridge School	31	31		31	31	-		-	
Modernisation and Mobilisation of the Homecare Workforce	9	9		9	9	-		-	
Bridgelink	132	132		132	132	-		-	
Sports Facilities	74	74		74	73	-	1	-	1
Glan yr Afon Resource Centre	31	8		8	8	-		-	
Learning Disability Development Project	41	41		41	41	-		-	
Total Social Services and Well-being	321	298	-	298	297	-	1	-	1
Communities									
Street Scene									
Highways Structures	199	200		200	171	-	29	29	Under spend offset by over spend on highways maintenance
Highways Maintenance	500	250		250	291	41	-	41	Over spend offset by under spend above & revenue contribution
Coity By Pass Land Compensation	505	23		23	23	-		-	
Local Govt Borrowing Initiative (Highways Infrastructure)	6,516	-		-	2	2	-	2	
Local Govt Borrowing Initiative (Street Lighting)	1,285	-		-	-	-		-	
Replacement of Street Lighting Columns/ River Bridge Protection Measures	97	97		97	97	-		-	
Road Safety	232	44		44	44	-		-	
Re-locate Household Waste Recycling Centre - West	6	6		6	6	-		-	
Pandy Park	418	418		418	419	1	-	1	
Playground at Ffordd yr Eglwys	50	50		50	50	-		-	
Highways Street Infrastructure	1,670	89		89	89	-		-	
Bridge Strengthening - A4061 Ogmore Valley	59	60		60	59	-	1	-	
Communities Minor Works	6	6		6	6	-		-	

	Total Costs to 31/3/17 £'000	Revised budget agreed by Council 31/05/17 £'000	Additional Approvals £'000	Revised P12 Budget 2016/17 £'000	Total Expenditure to P12 2016/17 £'000	Over/ (Under) budget £'000	Slippage Requested £'000	Impact on BCBC Resources £'000	Comments
Residents Parking Bridgend Town Centre	24	2		2	2	-		-	
Heol Simonstone/Coychur Rd	264	264		264	264	-		-	
S106 Highways Small Schemes	44	15		15	15	-		-	
Prow Capital Improvement Programme	97	40		40	40	-		-	
Transport Grant Scheme - Atn Route 2	377	3		3	3	-		-	
Transport Grant Scheme - A48/A473 Link Rd	1,276	989		989	989	-		-	
Transport Grant Scheme - Safe Routes to School	528	399		399	399	-		-	
METRO National Cycle Network	302	23		23	23	-		-	
Coychurch New Cremators	1,060	12		12	4	-16		16	Scheme finished
Asda Land Compensation	51	-	4	4	4	-		-	Compensation funded by monies received from Asda
Regeneration & Development									
Porthcawl Resort Investment Focus	67	67		67	67	-		-	
Bridgend Townscape Heritage Initiative	2,276	165		165	165	-		-	
Maesteg Townscape Heritage Initiative	2,149	-		-	-	-		-	
Porthcawl Townscape Heritage Initiative	438	244		244	244	-		-	
Bridgend Town Centre	8,790	3		3	3	-		-	
Business Support Framework	2,200	70		70	70	-		-	
Town Beach Revetment Sea Defence, Porthcawl	109	105		105	105	-		-	
Porthcawl Rest Bay Waterside Cycle	277	258		258	259	1	-	1	
Vibrant and Viable Places	6,696	3,316		3,316	3,316	-		-	
Commercial Improvement Areas	22	4		4	4	-		-	
Housing Renewal Area	424	323		323	323	-		-	
Housing Renewal Schemes	377	377		377	187	-190		190	Underspend offset by below
Empty Homes Grant	45	-		-	84	84	-	84	Overspend offset by Housing Renewal Schemes
Comfort Safe & Security Grants	31	-		-	29	29	-	29	Overspend offset by Housing Renewal Schemes
Emergency Repair Lifetime Grant	85	-		-	77	77	-	77	Overspend offset by Housing Renewal Schemes
Housing Renewal/Disabled Facilities Grants	4,677	2,449		2,449	2,449	-		-	
Brynmenyn Hostel Works	2	2		2	1	-1		1	Works complete
Property									
Minor Works	77	77		77	77	-		-	
Fire Precautions	241	137		137	137	-		-	
Var Playgrounds DDA	101	6		6	6	-		-	
DDA Works	278	162		162	162	-		-	
Maximising Space and Technology / BCP	1,472	101		101	27	-74		74	Scheme finished
Civic Offices External Envelope	1,538	1,533		1,533	1,533	-		-	
Agile Working (Rationalisation of Admin. Estate)	16	-		-	13	-13		13	
Relocation of Depot Facilities	60	60		60	60	-		-	
Community Projects	444	77		77	77	-		-	
Culture									
Healthy Living Minor Works - Newbridge Fields	59	59		59	59	-		-	
Total Communities	48,517	12,585	4	12,589	12,500	- 89	1	88	
Operational & Partnership Services									
Computer Equipment	253	253		253	253	-		-	
Digital Transformation	410	410		410	410	-		-	
Council Suite Upgrade	15	19		19	15	-4		4	Underspend on scheme
Total Operational & Partnership Services	678	682	-	682	678	-4	-	4	
Total Expenditure	77,118	18,356	4	18,360	18,266	-94	5	89	

TOTAL MOVEMENT ON EARMARKED RESERVES AS AT 31ST MARCH 2017

Opening Balance 01-Apr-2016 £'000	Reserve	Movement during 2016-17 Financial Year		Closing Balance 31-Mar-2017 £'000
		Additions/ Reclassif- ication £'000	Drawdown By Directorates £'000	
	Corporate Reserves:-			
1,491	Asset Management Plan	155	(384)	1,262
356	Building Maintenance Reserve	442	(80)	718
631	Capital Feasibility fund	(194)	(188)	249
5,833	Capital Programme Contribution	6,193	(646)	11,380
1,950	Change Management	-	(362)	1,588
103	DDA Emergency Works	200	(121)	182
2,500	Digital Transformation	-	(564)	1,936
715	ICT & Finance Systems	710	(157)	1,268
2,035	Insurance Reserve	670	(370)	2,335
10,874	Major Claims Reserve	(2,080)	(343)	8,451
-	MTFS Budget Contingency	1,528	(528)	1,000
234	Property Disposal Strategy	56	(152)	138
-	Public Realm Reserve	200	(54)	146
5,625	Service Reconfiguration	2,536	(58)	8,103
92	Waste Management Contract	-	(88)	4
500	Welfare Reform Bill	-	-	500
32,939	Total Corporate Reserves	10,416	(4,095)	39,260
	Directorate Reserves:-			
471	Car Parking Strategy	(208)	(88)	175
31	Community Safety Reserve	-	-	31
1,331	Directorate Issues	198	(878)	651
48	Donations Reserve Account	2	-	50
-	Human Resources Reserve	25	-	25
824	Looked After Children	1,000	(788)	1,036
66	Partnership Reserve	-	-	66
76	Porthcawl Regeneration	188	(14)	250
-	Local Development Plan IT System	20	-	20
-	Property Reserve	250	-	250
-	Safe Routes to Schools	200	(29)	171
285	School Projects Reserve	168	(22)	431
-	Waste Awareness Reserve	250	-	250
26	Webcasting Reserve	-	(20)	6
1,409	Wellbeing Projects	-	(529)	880
4,567	Total Directorate Reserves	2,093	(2,368)	4,292
2,154	Delegated School Balances	-	(1,288)	866
39,660	Total Reserves exc Equalisation Res	12,509	(7,751)	44,418
	Equalisation and Grant Reserves			
-	IFRS Grants	841	-	841
152	Civic Parking Enforcement	22	-	174
12	Building Control	3	-	15
201	Election Costs	-	-	201
692	Highways Reserve	140	-	832
141	Local Development Plan	55	-	196
3,706	Maesteg PFI Equalisation	243	-	3,949
349	Special Regeneration Fund	184	-	533
5,253	Total Equalisation Reserve	1,488	-	6,741
44,913	TOTAL	13,997	(7,751)	51,159

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

REPORT OF THE HEAD OF FINANCE AND SECTION 151 OFFICER

NON DOMESTIC RATES: DISCRETIONARY RELIEF: HIGH STREET RATES RELIEF SCHEME 2017-18

1. Purpose of Report

- 1.1 The purpose of the report is for Cabinet to adopt the Welsh Government's High Street Rates Relief Scheme for 2017-18.

2. Connection to Corporate Improvement Plan/Other Corporate Priority

- 2.1 The outcome of this Scheme is aligned to:-

- Supporting a successful economy – helping businesses to reduce their rates charges for the period 01/04/17 – 31/03/18 in order to support continued occupation of the High Street.

3. Background

- 3.1 The Welsh Government has announced that a High Street Rates Relief Scheme will be available for 2017-18 to support businesses within the retail sector in Wales. This relief will be in conjunction with Small Business Rates Relief and Transitional Relief. The Scheme sets out the various categories of retail premises that will benefit from relief. These are detailed in **Appendix A** of the report, but broadly the premises included are those that have a rateable value of £50,000 or less; are occupied; and are wholly or mainly used as shops, restaurants, cafes and drinking establishments. (These categories are intended to cover premises that are being used for the sale of goods and/or services, or food and/or drink, to visiting members of the public). In addition the premises must be situated in a high street setting or similar and precludes retail properties situated in out of town developments or industrial estates.
- 3.2 The Scheme, if adopted, will be administered by the Council as a 'reimbursing local authority' that uses discretionary relief powers (under section 47 of the Local Government Finance Act 1988). It will be for individual local billing authorities to decide to grant relief under Section 47 but Welsh Government will reimburse local authorities for the relief that is provided.

- 3.3 The Welsh Government will provide relief of up to £500 (Tier 1) and £1,500 (Tier 2) for qualifying occupied retail properties with a rateable value of up to £50,000 in the financial year 2017-18, subject to State Aid limits.
- 3.4 The Wales High Street Relief Scheme for 2017-18 will run alongside the Small Business Rates Relief Scheme and the new Transitional Relief Scheme, introduced by Welsh Government, which was introduced to alleviate the impact of the 2017 revaluation for those businesses adversely affected.
- 3.5 It is estimated that up to 449 ratepayers across the Borough could potentially benefit from reduced rates bills under this Scheme.

4. Current situation / Proposal

- 4.1 The Council can elect to adopt the Scheme but does not have discretion over any elements of the Scheme. It is proposed that the Council adopts the Scheme for 2017-18 by making the appropriate determination and decision, as required by Sections 47(1)(a) and 47(3) respectively of the Local Government Finance Act 1988.
- 4.2 Full details of the High Street Rate Relief Scheme and the guidance on the application of the Scheme have been received from Welsh Government. If the Scheme is adopted, application forms will be issued to all qualifying business properties. It is proposed that upon receipt of a valid application form, the decision to award relief be made by the Revenues Manager provided all terms of the Scheme are met.

5 Effect upon Policy Framework & Procedures Rules.

- 5.1 None.

6. Equality Impact Assessment

- 6.1 There are no equality implications arising from this report.
- 6.2 Once adopted, the Council is obliged to comply with the Welsh Government's rules in applying the Scheme. These are detailed within Appendix A.

7. Financial Implications

- 7.1 There are no direct financial implications to the Council in adopting the scheme. The full value of discretionary awards is reimbursed by the Welsh Government, along with a small administration grant to cover expenses such as printing and postage for the application and billing procedures.

8. Recommendations

It is recommended that Cabinet:

- 8.1 Adopt the Non Domestic Rates High Street Rates Relief Scheme as detailed at Appendix A;
- 8.2 Delegate authority to the Revenues Manager to make decisions on valid applications received which meet all the terms of the Scheme.

Randal Hemingway
Head of Finance & Section 151 Officer
9 June 2017

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Postal Address: Ravens Court, Brewery Lane, Bridgend CF31 4AP

Background documents:

Welsh Government Non Domestic Rates High Street Rates Relief Guidance

APPENDIX A

Resolution

(a) The Council determines that, unless hereditaments are excepted under (b) below, Section 47(1)(a) (discretionary relief) of the Local Government Finance Act 1988 will apply as regards the hereditaments described in 'The Scheme' in accordance with the rules described in relation to those hereditaments.

It is reasonable for the Council to make this decision having regard to the interests of persons liable to pay council tax set by the Council.

(b) Relief is not available under this resolution in respect of any hereditament which is occupied by -

- the Welsh Ministers, a Minister of the Crown or government department,
- any public authority (including any local authority),
- the holder of any public office, or
- the Crown

(c) The Council decides, under Section 47(3) of the Local Government Finance Act 1988, that during the billing year 2015-16 'The Scheme' shall apply to the hereditaments described, and that the Head of Finance use his delegated powers to apply the relief.

The Scheme to be Adopted

Introduction

The relief is intended to be a temporary measure for 2017-18 only, aimed at high street retailers in Wales, for example shops, pubs, restaurants and cafes – including those retailers which have seen their rates increase as a result of the 2017 revaluation undertaken by the Valuation Office Agency.

The Welsh Government will provide two tiers of non-domestic rates relief, of up to £500 (Tier 1) or £1,500 (Tier 2), to eligible high street retailers occupying premises with a rateable value of £50,000 or less in the financial year 2017-18, subject to State Aid limits.

Properties that will benefit from this relief will be occupied high street properties such as shops, restaurants, cafes and drinking establishments, with a rateable value of £50,000 or less on 1 April 2017.

Two tiers of relief will be provided depending on the rateable value of the property, whether liability is increasing from 1 April 2017 as a result of the revaluation and whether the business is already entitled to other Welsh Government support.

Tier 1 – lower level of support: £500 (or the total remaining liability if this is less than £500)

Eligible ratepayers will be high street retailers whose properties have a rateable value of between £6,001 and £12,000* for the financial year 2017-18 and who meet the following criteria:

- In receipt of Small Business Rates Relief (SBRR) on 1 April 2017;
and /or
- In receipt of Transitional Relief on 1 April 2017.

*There will be a small number of ratepayers whose properties have a rateable value of £12,000 or above who are in receipt of Transitional Relief. These ratepayers will also qualify for Tier 1 relief.

It is recognised that there may also be a small number of ratepayers whose properties have a rateable value of £12,000 who are not in receipt of Transitional Relief and who are on the very upper threshold of the SBRR taper and hence receive no SBRR relief. Such ratepayers will be eligible for Tier 1 relief.

Tier 2 – higher level of support: £1,500

Eligible ratepayers will be high street retailers whose property has a rateable value between £12,001 and £50,000 for the financial year 2017-18 and who meet the following criteria:

- Not in receipt of SBRR or Transitional Relief on 1 April 2017; and
- Have an increase in their liability on 1 April 2017.

It is intended that, for the purposes of this scheme, high street properties such as, “shops, restaurants, cafes and drinking establishments” will mean the following (subject to the other criteria in this guidance).

i. Premises that are being used for the sale of goods to visiting members of the public

Shops (such as florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licences, newsagents, hardware stores, supermarkets, etc)

- Opticians
- Pharmacies
- Post offices
- Furnishing shops or display rooms (such as carpet shops, double glazing, garage doors)
- Car or caravan showrooms
- Second hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale or hire)

ii. Premises that are being used for the provision of the following services to visiting members of the public

- Hair and beauty services
- Shoe repairs or key cutting
- Travel agents
- Ticket offices, eg. for theatre
- Dry cleaners

- Launderettes
 - PC, TV or domestic appliance repair
 - Funeral directors
 - Photo processing
 - DVD or video rentals
 - Tool hire
 - Car hire
 - Cinemas
 - Estate and letting agents
- iii. Premises that are being used for the sale of food and / or drink to visiting members of the public
- Restaurants
 - Drive-through or drive-in restaurants
 - Takeaways
 - Sandwich shops
 - Cafés
 - Coffee shops
 - Pubs
 - Wine Bars

To qualify for the relief a hereditament listed in (i) to (iii) should be wholly or mainly used as a shop, restaurant, café or drinking establishment. This is a test on use rather than occupation. Therefore, hereditaments which are occupied but not wholly or mainly used for the qualifying purpose will not qualify for the relief.

The list set out above is not intended to be exhaustive as it would be impossible to list all the many and varied high street retail uses that exist. There will also be mixed uses. However, it is intended to be a guide as to the types of uses that the Welsh Government considers should qualify for the High Street Rate Relief Scheme. Determinations will be required as to whether particular properties not listed are broadly similar in nature to those above and, if so, to consider them eligible for the relief. Conversely, properties that are not broadly similar in nature to those listed above should not be eligible for the relief.

As the grant of the relief is discretionary, local authorities may choose not to grant the relief if they consider that to be appropriate, however it is highly unlikely that the Council would not wish an eligible business to benefit from the reduction in rates that the scheme affords.

There are certain business types that Welsh Government has specifically excluded from the scheme namely:

i. Premises that are being used for the provision of the following services:

Financial services (eg. banks, building societies, cash points, ATMs, bureaux de change, payday lenders, betting shops, pawn brokers)

Medical services (eg. vets, dentists, doctors, osteopaths, chiropractors)

Professional services (eg. solicitors, accountants, insurance agents, financial advisers, tutors)

- Post office sorting office
- Tourism accommodation, eg. B&Bs, hotel accommodation and caravan parks

- Sports clubs
- Children's play centres
- Day nurseries
- Outdoor activity centres
- Gyms
- Kennels and catteries
- Show homes and marketing suites
- Employment agencies

There are a number of further types of hereditaments which the Welsh Government believes should not be eligible for the high street relief scheme:

ii. Premises with a rateable value of more than £50,000

Whilst It is recognised there are some high street retail businesses with rateable value above the £50,000 relief threshold who are also experiencing increases in their rateable values as a result of the 2017 Revaluation, these properties will not be eligible for this relief.

iii. Premises that are not reasonably accessible to visiting members of the public

If a business is not reasonably accessible to visiting members of the public, it will be ineligible for relief under the scheme.

iv. Premises situated in out-of-town retail parks or industrial estates

The scheme will only apply to business premises that are situated in a high street environment or similar, this includes town centre pedestrian shopping precincts or malls but specifically excludes those situated in out of town retail parks or industrial estates.

v. Premises that are not occupied

Properties that are not occupied on 1 April 2017 should be excluded from this relief. There are other statutory rate reliefs that provide reductions under certain circumstances for empty properties.

vi. Premises that are in receipt of mandatory charitable rates relief

Retail premises that already receive mandatory rate relief such as charity shops are excluded from receiving additional relief under the High Street Relief Scheme.

Other Considerations

Ratepayers that occupy more than one property will be entitled to High Street Rates Relief for each of their eligible properties, subject to State Aid de minimis limits.

Eligibility for the relief will be calculated based on the circumstances of the property and ratepayer as at 1 April 2017. Changes to properties which occur after this date will have no impact on eligibility for this relief.

Empty properties becoming occupied after 1 April 2017 will not qualify for this relief.

If there is a change in occupier part way through the financial year, after relief has already been provided to the hereditament, the new occupier will not qualify for the relief.

This treatment is intended to simplify the administration of the scheme but also reflects that the relief is to help support those affected by the revaluation. It is assumed that the rateable values for properties being occupied after 1 April 2017 will have been known in advance.

State Aid

Awards made under the High Street Rate Relief Scheme will in most instances count as state aid and the European Union regulates state funded support to businesses.

The De Minimis Regulation allows an undertaking to receive up to €200,000 of De Minimis aid in a three-year period (consisting of the current financial year and the two previous financial years).

To administer the scheme and comply with the De Minimis regulations it is necessary for the council to establish that the award of aid will not result in the undertaking having received more than €200,000 of De Minimis aid. The threshold only relates to aid provided under the De Minimis Regulations (aid under other exemptions or outside the scope of State Aid is not relevant to the De Minimis calculation).

To comply with the state aid rules all ratepayers will be required to declare if they consider that they have exceeded the de minimis limits and will be sent a form for this purpose.

Further information on the state aid and de Minimis rules can be found at:

<http://gov.wales/funding/state-aid/de-minimis-aid/?lang=en>

http://ec.europa.eu/competition/state_aid/legislation/de_minimis_regulation_en.pdf

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

REPORT OF THE CORPORATE DIRECTOR - COMMUNITIES

BRIDGEND PARKING PILOT

1. Purpose of Report

- 1.1 The purpose of this report is to seek approval for a pilot scheme to support town centre parking in Bridgend.

2. Connection to Corporate Improvement Plan / Other Corporate Priority

- 2.1 Parking in our town centres supports traders and businesses and the economic wellbeing of the County Borough and the pilot seeks to make smarter use of resources available.

3. Background

- 3.1 Welsh Government have made available £3 Million to support free parking pilots to local authorities in Wales during the financial year 2017-18 with an allocation to Bridgend County Borough Council of £131,000.

4. Current Situation / Proposal

- 4.1 Parking within town centre car parks within Bridgend and Porthcawl is charged through a user payment system which contributes towards maintenance and provision of the facilities of both long and short stay parking.
- 4.2 The proposal for the limited funding being provided is to allow a concession of the 'first two hours free' at the new Rhiw car park with effect from summer 2017 until March 2018. This promotion is proposed to be targeted at the Rhiw multi storey car park in Bridgend Town Centre, because of its proximity to town centre traders which means that it is the most obvious place to focus a limited parking campaign. The car park has also not been used as much as anticipated since its opening in autumn 2016, in part because building work on the residential development adjacent to the car park is ongoing and has caused some disruption to car park users. This work is however due to be completed during this summer. Additionally the 'pay on foot' parking system at this car park lends itself more readily to making the changes necessary for the pilot period.
- 4.3 It is important to recognise that the reason the Council is able to make this provision is that the funding provided by Welsh Government is over and above our normal financial annual settlement, and for one year only, and therefore the Council are unable to extend this offer beyond March 2018 or extend the offer to other car parks elsewhere in the County Borough.

- 4.4 If therefore Welsh Government determine that their funding is only for a one year period to fund this 'pilot' and do not offer further funding for financial year 2018-19, it will be necessary for the Bridgend Business Improvement District [BID] together perhaps with Bridgend Town Council to consider how or if they may want to extend any offer beyond March 2018, assuming it is proven to add value.
- 4.5 Within the arrangements for the pilot, amendments will have to be made to the payment machines and signage within the Rhiw Car Park, the associated cost of these works being in the order of £700.

5. Effect upon Policy Framework & Procedure Rules

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

6. Equalities Impact Assessment

- 6.1 A high level Equality Impact Assessment has been undertaken and this did not indicate any adverse impact.

7. Financial Implications

- 7.1 The cost to support this pilot is being supported by an in year allocation from Welsh Government of £131,000.

8. Recommendation.

- 8.1 It is recommended that Cabinet approves the use the funding to pilot a concession scheme at the new Rhiw Car park as described in the report.

MARK SHEPHARD
CORPORATE DIRECTOR - COMMUNITIES

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Background documents: None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

JOINT REPORT OF THE CORPORATE DIRECTOR – COMMUNITIES AND HEAD OF FINANCE

CIVIL PARKING MOBILE ENFORCEMENT VEHICLE

1 Purpose of Report

- 1.1 The purpose of the report is to seek approval from Cabinet for the procurement of a mobile enforcement vehicle and to recommend to Council a revision to the Capital Programme for 2016-17 to 2026-27 to include a budget of £68,000 for the purchase of the Civil Parking mobile enforcement vehicle.

2 Connection to Corporate improvement Plan/Other Corporate Priority

- 2.1 This proposal will support the Council's commitment; Helping people to be more self-reliant.

3 Background

- 3.1 On the 1st April 2013, Bridgend County Borough Council (BCBC) was given the powers to undertake civil parking enforcement (CPE) under the legislative powers of the Traffic Management Act 2004, to deliver effective parking enforcement.
- 3.2 Three financial years' experience of CPE has highlighted that certain areas, such as outside schools, are particularly difficult to enforce by officers on foot. Their physical presence deters motorists from contravening regulations when they are in the area but not when they leave.
- 3.3 Drivers who park their vehicles in areas such as on school 'keep clear' markings, bus stops and where a loading ban is in place, are a danger to road users and pedestrians, especially children, as well as causing traffic congestion. Road safety outside of schools is vitally important, and concerns in this regard have been expressed by schools, parents and local members representing the communities.
- 3.4 The Welsh Government legislates for the enforcement of parking contraventions by approved devices under The Civil Enforcement of Parking Restrictions (Approved Devices) (Wales) Order 2013. The approved devices are defined in this Order as a camera and recording equipment which have been certified by the Welsh Ministers as meeting the specified requirements and which are detailed in a schedule to the Order.
- 3.5 Such legislation and technology allows for parking restrictions to be enforced via CCTV. This report sets out proposals for the introduction of mobile CCTV

enforcement of parking restrictions throughout the Borough of Bridgend, to compliment the current foot patrols carried out by the Authority's Civil Enforcement Officers (CEO's).

4 Current Situation/Proposal

- 4.1 Bridgend currently employs 12 Civil Enforcement Officers, operating within the Borough to provide parking enforcement, both on-street and off-street across the Authority. They currently issue in the region of 10,000 Penalty Charge Notices (PCNs) per annum.
- 4.2 While enforcement resources are appropriate for the majority of parking infringements, it is of concern that it has been suggested that enforcement consistently fails to meet expectations in the areas of schools, bus stops and other locations where short-term parking is prohibited i.e. zig-zags associated with pedestrian crossing facilities, no loading/unloading restrictions, double yellow lines with kerb markings. (Note: these are not areas where blue badge holders would be exempt from penalty charge notices being applied).
- 4.3 Whilst officers are regularly deployed to these areas their physical presence prevents parking only whilst they are there. Once officers leave the area, inappropriate parking reoccurs.
- 4.4 Local authorities have a duty to tackle dangerous parking and the Traffic Management Act 2004 allows councils to enforce parking at problem areas, where motorists are putting the safety of others at risk and causing unnecessary congestion. The Traffic Management Act recommends that approved devices (such as mobile CCTV vehicles) are used only in problem areas where enforcement is difficult or sensitive and enforcement by Civil Parking Enforcement Officers is not practical. Problem areas will be identified through operational intelligence gathered by the Parking Enforcement Officers, general public complaints, parents and schools.
- 4.5 At present the Council does not have the equipment to allow these problem areas to be addressed. Whilst visits are made to schools and bus stops, this is having little or no effect on reducing the number of Traffic Regulation Order contraventions. Mobile CCTV would capture images of those vehicles parking illegally, allowing PCNs to be sent in the post. This method of enforcement ensures that motorists who contravene parking restrictions understand that there is a likelihood of them receiving a PCN, even if there is no Civil Parking Enforcement Officer patrolling on foot in the area.
- 4.6 Currently as Civil Parking Enforcement Officers approach on foot, areas such as outside schools, Owners of vehicles will often remove them before any action can be taken and return when the officer is no longer in the area. The Mobile vehicle offers the advantage of being able to both quickly capture images whilst moving past an area before vehicles can be removed and also can be parked in unattended mode which will capture images whilst also acting as a visual deterrent.

- 4.7 The vehicle is not covert and is clearly signed as a mobile enforcement unit. It would ensure that Civil Enforcement Officers can enforce a greater geographical area as most on foot officers are dropped off in an area currently and do not have access to a vehicle throughout the majority of the working day. However mobile enforcement would not remove the need to have traditional on-foot enforcement.
- 4.8 Schools across the Authority are likely to experience issues at school opening and closing times associated with school generated parking. It is not possible to enforce each school effectively with foot patrols alone. A foot patrol would only be able to deal with potentially a single school within the arrival and departure times of schools based on their geographical locations.
- 4.9 There are currently 393 bus stop clearway restrictions in operation within the Borough of Bridgend. Unauthorised parking in bus stops is a problem that consistently affects local bus operators, impacting on punctuality, convenience of bus passengers (particularly those with mobility problems who are not able to access the low floor bus directly using the raised kerb) and indeed safety. As the bus stops are not always located alongside other areas of parking restrictions, some locations tend to be treated as a lower priority by Civil Enforcement Officers (CEO) due to the level of 'lost time' travelling on foot between the sites (CEO officers are not supplied with a vehicle and are often dropped off in area to patrol without vehicular transport). With a CCTV vehicle, an officer can patrol a full bus route in a relatively short period of time.
- 4.10 Abuse of zig-zags associated with pedestrian crossing facilities has significant safety implications as it restricts the visibility of any pedestrian crossing. In Town Centres in particular, drivers will quickly evaluate an area and take a chance if they do not observe a CEO on foot patrol as it may offer the most convenient location for the shop they are visiting. Unfortunately the driver is generally oblivious to the safety issues that they are causing. Due to the relative short-term nature of the parking stay, again it is difficult to provide an effective deterrent to this type of abuse with foot patrols alone.
- 4.11 Similar problems apply to loading bays and areas where loading/unloading is prohibited unless foot patrols are clearly visible. There are currently 33 loading bays, 6 Goods Vehicle Only loading bays and 300 no loading/unloading at any time restrictions in operation in the Borough of Bridgend. Effective enforcement of these facilities cannot be undertaken with the current enforcement resources available.
- 4.12 The purchase of a mobile enforcement vehicle is proposed through an appropriate procurement route.

To minimise disruption to the existing enforcement and appeals service, it is suggested that two additional officers would be required to implement this service - one additional enforcement officer to operate the vehicle and review the data (supplemented by existing enforcement staff, when required), plus one additional officer to deal with the back office side of the system and administration including, review of photographic evidence and submission to

the Wales Penalty Processing Partnership along with any increase in appeals that will be generated by the increased PCN levels.

5 Effect Upon Policy Framework and Procedure Rules

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

6 Equalities Impact Assessment

6.1 As part of this Cabinet Report an EIA screening report was undertaken. In agreement with the Authority's Equalities Officer, the screening identified that the proposal can be screened out of the process and that a full EIA would not be required.

7. Financial Implications

7.1 It is proposed that set up costs will be covered by an earmarked reserve that has been created for the Civil Parking Enforcement service arising from underspends generated by the service since its inception. It is estimated that set up costs will be circa £68,000 for the vehicle and enforcement system supply and set up.

7.2 It is anticipated that the ongoing costs will be financed through income generated from the additional PCNs issued as a result of the introduction of the mobile enforcement vehicle. The ongoing annual vehicle and technical system maintenance and personnel costs are anticipated to be £10,000 maintenance plus staff costs in the order of £48,000. Initial projected income is expected to be in the region of £78,000 per annum. Whilst this will decline as the number of infringements decrease and the use of the mobile enforcement changes behaviour it is still expected that the system will be self-funding on an ongoing basis.

8. Recommendations

8.1 Cabinet is asked to approve:

- (a) The purchase of a mobile enforcement vehicle and camera, and associated software/hardware to allow the CPE service to enforce parking restrictions.
- (b) Cabinet are also asked to note the employment of two additional support staff within the CPE team - one additional CEO to operate the vehicle and review the data plus one officer to manage increased appeals that will be generated by the increased PCN levels.
- (c) That a report be submitted to Council for approval to amend the capital programme to include a budget of £68,000 to fund the purchase of the Civil Parking mobile enforcement vehicle, to be met from earmarked reserves.

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Background documents: None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

REPORT OF THE INTERIM CORPORATE DIRECTOR OF EDUCATION AND FAMILY SUPPORT

CHILDCARE SUFFICIENCY ASSESSMENT

1. Purpose of Report

- 1.1 To seek Cabinet approval of the Childcare Sufficiency Assessment (CSA) gap analysis (Appendix 1) and action plan (Appendix 2).

2. Connection to corporate improvement objectives/other corporate priorities

- 2.1 This report is prepared and takes into consideration the following Corporate Improvement Objectives as outlined in the Councils Corporate Plan: -

- Priority one – Supporting a successful economy
- Priority two – Helping people to be more self-reliant
- Priority three – Smarter use of resources

3. Background

- 3.1 The report provides information from Bridgend County Borough Council's CSA and fulfils the statutory duty that the local authority has, as outlined in Section 26 'Duty on local authorities to assess childcare provision' of the 2006 Childcare Act, supporting Section 22 of the 2006 Act whereby local authorities:

"Must secure, as far as reasonably practicable provision of childcare that is sufficient to meet the requirements of parents in their area to enable them to:

- take up, or remain, in work; or
- undertake education or training which could reasonably be expected to assist them to obtain work."

- 3.2 Section 26 of the 2006 Childcare Act requires local authorities to prepare assessments of the sufficiency of childcare provision in their area and to keep these under review.

- 3.3 The gap analysis (Appendix 1) summarises the results of the full CSA and identifies where there are gaps in provision across the county borough. This has allowed the Childcare Team to form an action plan (Appendix 2) in response to the identified gaps. This will also support targeted work in relation to Welsh Government's Childcare Offer.

4. Current situation/proposal

- 4.1 Bridgend County Borough Council is meeting its statutory duty of providing sufficient childcare to working families. However, the full CSA has highlighted some additional gaps to work upon, as detailed in the gap analysis (see Appendix 1).
- 4.2 As part of the statutory duty, an action plan must be developed from the information collated in the CSA. The work of the Childcare Team will be fully informed by this over the next five years at which point a new CSA will need to be completed. However, there is a requirement to refresh the full CSA annually where a review of the childcare supply is undertaken in line with the agreed gap analysis.
- 4.3 It is worth noting at this point that the Welsh Government Childcare Offer becomes a statutory requirement by 31 March 2020 and will naturally impact on the work of the Childcare Team in developing additional childcare to meet the pledge, where necessary.

5. Effect upon policy framework and procedure rules

- 5.1 There is no impact on the Council's policy framework or procedure rules.

6. Equality Impact Assessment

- 6.1 There are no direct equality impact issues arising from this report.

7. Financial implications

- 7.1 The Childcare Team has a core budget, a proportion of which is allocated to grants in order to support new developments to meet the gaps identified and to sustain provisions already established to ensure we continue to meet the statutory duties outlined above. The Out-of-School Grant (OSG) will also be used to support provisions to remain sustainable and to support new provisions developing in areas of identified need:

- Core budget funding available to provisions: £17,540
- OSG funding available to provisions: £19,500

Total grants available to support provisions in 2017-2018 = £37,040. This is a reduction from £69,540 in 2016-17 as part of savings delivered in line with the Medium Term Financial Strategy for 2017-18 - £30,000 reduction to Nursery Development Grant, and £2,500 reallocation of OSG to support increased staffing costs for 2017-18.

- 7.2 In addition, the core budget and the OSG fund the Childcare Team, without which the statutory duties would not be met.

8. Recommendation

- 8.1 It is recommended that Cabinet approve the Childcare Sufficiency Assessment gap analysis (Appendix 1) and action plan (Appendix 2) for submission to Welsh Government.

Lindsay Harvey
Interim Corporate Director of Education and Family Support
10 June 2016

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Background documents

Gap analysis – Appendix 1

Action plan – Appendix 2

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Gap analysis and areas for improvement

Appendix 1

Taking account of your analysis of the supply and demand of childcare, summarise the gaps in provision, specific focus should be given to the following areas:

The following postcodes have been used throughout the document. The table below details the areas that fall into each post coded area:

CF31	Bridgend Town, Brackla, Coity, Pen-y-Fai
CF32	Cefn Cribwr, Laleston, Ogmores Vale, Tondu, Sarn, Ynysawdre, Pontycymer, Llangeinor, Garw Valley, Blaengarw, Blackmill, Bettws and Aberkenfig.
CF33	Cornelly and Pyle
CF34	Maesteg Town, Llangynwyd, Caerau, Nantyffyllon
CF35	Pencoed, Coychurch
CF36	Porthcawl, Nottage and Newton
CF39	Evanstown and Gilfach Goch

For the purposes of the report CF32 and CF39 information has been reported under CF32 data.

Respondents were asked why they do not use childcare in all instances for their children. Of the responses provided, there were 48 instances where the childcare currently available isn't perceived sufficient enough for respondents:

Statement	CF31	CF32/CF39	CF33	CF34	CF35	CF36	Overall
Childcare is too expensive	7	3	6		6	1	27
There is no wrap around or after school club at my child(ren)'s school	2	3	1	2	1	2	11
There is no childcare that can cater for my child(ren)'s additional needs		1		1	1		3
I have problems with transport	1	1					2
There is no childcare available at the times that I need it	1				1		2
There is no childcare that is in the right location							1

There is no suitable Welsh Medium provision					1		1
'Other' - new resident		1					1
Total							48

Of the 'other' statements, one was regarding difficulty in accessing childcare. 'I don't know my resources, I am new down here', the respondent had recently moved to CF32/CF39. One resident stated there was no childcare in the right location, but failed to provide a postal address, thus, it cannot be identified as a gap.

Childcare is deemed as too expensive for over half (56%) of those not using childcare. Of the 27 respondents who stated childcare was too expensive, seven were earning a household income of less than £20,000, four were earning between £20,001 and £40,000, whilst another seven had a household income of over £40,001.

Average annual household income	CF31	CF32/CF39	CF33	CF35	CF36	Total
£0 - £10,000			2			2
£10,001 - £20,000	1	1	1	1	1	5
£20,001 - £30,000	2					2
£30,001 - £40,000			2			2
£40,001 - £50,000	1		1	2		4
£50,001 - £60,000				2		2
£70,000+		1				1

Welsh medium childcare provision.

One resident in CF35 stated they did not use childcare as there was no suitable Welsh-medium provision in their area. This was also supported by respondents from CF35 having the lowest level of satisfaction (57%) for the statement regarding having enough childcare in the language of their choice, against an average of 70 per cent.

Atypical childcare

Two respondents stated they did not use childcare as it was not available during the hours they needed the support.

One respondent lived in CF31 and requested care before 8am and after 6pm, including overnight and weekend care.

The other respondent lived in CF35 and requested care before 8am and after 5.30pm.

No overnight or weekend childcare is currently provided in Bridgend County Borough. None of the respondents indicated requiring this service in the future. However, parents are using other forms of childcare:

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Overnight (6pm – 7am)	2	2	3	1	3	2	1

Care during school holidays

Overall, the majority of respondents (71%) were satisfied with the quality of childcare during the school holiday period. This was significantly lower in CF34 with only one in three (33%) stating they were satisfied with the school holiday childcare.

Childcare for children with additional needs

Three respondents stated they could not access childcare based upon their child's additional needs. Of the three, two had defined their child's disability as speech and language living in the CF32/CF39 and CF35 postcode areas. The final respondent defined their child's disability as dyslexia living in the CF34 area of the county borough.

One respondent wanted childcare in British Sign Language.

Wrap-around care

All areas referenced the requirement for more wrap-around care. This should also support a minority of respondents who stated that the childcare currently provided was a barrier to them accessing employment and training opportunities, largely in the CF33 (64%) and CF34 (67%) areas. CF34 respondents also had a lower confidence in their childcare arrangements as 83 per cent stated they had problems with unreliable childcare, this was significantly higher than the average of 35 per cent.

Childcare time requests

Of those who did not use childcare, these are the times they would if it was provided:

	CF31	CF32/CF39	CF33	CF34	CF35	CF36
Before 8am	1	1		1	1	1
After 6pm		1	1	1		
Over-night care						1
Weekend care				1		

Other notable considerations.

Approaching one in four (23%) of respondents believed that there was no childcare available for their child at their age. This was highest in CF33 with one in two (50%) respondents agreeing with the statement. Those age ranges were: under 12 months (2), 2 years (2), 3 years (1), and 8-11 years old (2).

Seven in ten (69%) of CF33 residents state there is little choice of childcare in the area, significantly above the average of 51 per cent. Similarly, CF33 (78%) and CF32 (79%) both believe there should be more registered childcare provision in the areas, above the average of 52 per cent.

In summary, the following issues and gaps have been identified through the consultations:

- Childcare is perceived as too expensive
- More Welsh-medium childcare is required in CF35
N.B. There is a Cylch Meithrin in Pencoed but there is no Welsh-medium, out-of-school childcare in this area due to the Welsh-medium primary school sitting in the CF31 postcode. It is unclear in these responses what type of childcare the respondents would like to be available in the medium of Welsh.
- Atypical childcare is an identified gap across two specific postcodes: CF31 and CF35. However, no area offers this atypical provision and, as such, is a gap across the county.
- Specialist childcare provision for children with additional needs has been identified as a gap. This is based on the parental questionnaire data and also the Focus group data. The areas of CF32/CF39 and CF35 are highlighted as being a specific gap.
N.B. However, with Y Bont, Bridgend has an identified specialist provision that supports children and families cross the county. Through available grants, there is 1:1 funding in the early years sector and many provisions are inclusive but are unable to fund the additional staffing required to meet the needs of the child/ren.

- Wraparound provision has been identified as a gap across the county borough, particularly in CF34 and CF33.
- It is perceived that CF33 residents believe there is little choice of childcare in their area.
N.B. There is Flying Start, a Cylch Meithrin, a playgroup, two day nurseries, a breakfast club, an after-school club and a holiday club, a youth provision and an after-school club based in one of the schools. There are also at least three childminders. Although this is perceived as a gap, the reality is that the area is well served by a variety of provision, in both English and Welsh and for a variety of ages.
- CF32/CF39 appears to show a lack of registered childcare provision.
N.B. The Garw Valley and Ogmore Valley are areas that continue to require development and are a geographical gap. However, the Garw Valley has seen improvements in recent development, such as an after-school club in Ffaldau and a registered Cylch Meithrin in Cwm Garw.

Important issues to note

As indicated in the Introduction of this document, the supply data has proved to be inaccurate due to the implementation of the SASS data, which proved to be more complicated than first anticipated. As such, the gaps that would usually be identified from supply against demand have not been generated or, in some cases, have identified gaps that do not exist. The Childcare Team are fully aware of the real gaps across the county and will identify them within the Action Plan, alongside detailing how it is hoped these gaps will be filled. The comprehensive Action Plan will clearly set out the priorities of the Childcare Team across the next five years and will include strategies to deal with the Childcare Offer. While it is clear that parental consultation have identified some gaps, which must be noted, the Childcare Team are also aware of the following gaps in the county borough:

- Garw Valley (all types of provision) – CF32/CF39
- Ogmore Valley (all types of provision but in particular, Welsh-medium) – CF32/CF39
- Porthcawl (playgroup and after-school provision on school sites) – CF36
- Brackla (playgroup – English and Welsh-medium) – CF31
- Valleys Gateway (holiday provision – English and Welsh-medium) – CF32/CF39
- Increase registered out of school provision across the county
- Increase Wraparound provision across the county

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Appendix 2

Action Plan - Bridgend Childcare Team 2017-2018

Planned actions	Outcomes	Method/measurement	Resources/challenges
<p>All Childcare Team officers engaged in the action-planning process, ensuring that the team's strategic action promotes childcare development win areas of identified need.</p> <p>Planned actions:</p> <p>Childminding</p>	<p>All members of the Childcare Team continue to be aware of the identified gaps and their priorities with regards to development and sustaining childcare provision.</p> <p>The number of childminders in Bridgend has significantly reduced over the past few years. A report issued to the local authority from PACEY Cymru confirms this to be the case across the authorities. New processes around the referral for childminding support with Network childminders to support a cleaner process.</p> <p>The Childcare Offer</p>	<p>All Childcare Team development officers are aware of identified gaps, are engaged in the action planning process and take an active role in addressing these through supporting new developments and existing provision.</p> <p>Development officers to link with PACEY's report and look at some partnership work in promoting childminding as a career.</p> <p>Continue to work with training providers to offer the Unit 79 to potential childminders. Look and support them with sustainability and offering atypical hours to meet needs of the Childcare Offer.</p> <p>A mapping event to look at what is available in Bridgend using CSSIW information and local knowledge. Work with</p>	<p>All Childcare Team officers to continue with positive development work of new providers and supporting through CSSIW application and through promoting initiatives to raise the quality and standard of the provisions.</p> <p>Development officers within the Childcare Team to support, along with possible use of PACEY workshops and support sessions for registrations and policies.</p> <p>Staff within the Childcare Team and wider Early Years and Childcare Team. Four staff, only one of which is full time. Capacity issues. Looking to recruit an additional person to support this resource heavy task.</p> <p>Staff from school modernisation programme and data analyst.</p> <p>Development officer time. Complexities around staff</p>

<p>Preparing for Childcare Offer</p> <p>Registration of out-of-school club provision</p>	<p>brings a host of excitement and challenges within Bridgend. We need to develop childcare in gap areas and gap types and look at potential hours people may need. Holiday provision must be factored in, along with the destabilising of the market.</p> <p>With the pending childcare offer the out-of-school childcare provision will play a key part in the support of this. They must therefore be developed and registered with the CSSIW.</p> <p>SASS information tells us that all of the childcare settings have vacancies and there are very few with a waiting list. Local knowledge also tells us that those who are operating have spaces available. Some</p>	<p>providers to establish extension of provision options.</p> <p>Work with schools to identify capacity with the premises for wrap around provision, in particular, after-school childcare.</p> <p>Investigation into whether the Flying Start buildings can be utilised for a private provider to wrap around the Flying Start sessions and if holiday club provisions could be offered, in particular, the Ogmores Valley building.</p> <p>Gap analysis indicates that all types of provision need to be increased in CF32 area.</p> <p>Parental feedback suggests and Increase of sessional care provision in both CF31 and CF36.</p> <p>Meetings with the providers to look at reasons why they are not registering and work with both them and CSSIW to support this process to</p>	<p>qualifications and levels are quite often a factor in the registration. This will remain a challenge.</p> <p>Development officer time management and keep up to speed on marketing and USP to support businesses.</p> <p>Protect budgets for both RSG and OOS for the development and sustainability of childcare provisions.</p> <p>Suitable buildings in some areas of the borough. Registration of holiday provisions. Development officer time/capacity. Workforce development.</p> <p>Funding terms and conditions.</p> <p>Development officer time. The reluctance of staff to continually train may need to be nurtured and supported for professional development.</p> <p>The Childcare Team will continue to support potential new providers of Welsh-medium childcare, across all the childcare sector and</p>
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<p>Sustain settings who require sustainability support</p>	<p>are struggling to remain sustainable.</p> <p>With the Childcare Offer pending; holiday provision will be a key development needed in Bridgend. While the current holiday services report vacancies and no waiting lists- the implementation of the childcare offer will require additional holiday places to be developed.</p>	<p>happen. Look at the building space and support with grants if needed.</p> <p>Development officers will continue to support settings to address sustainability-business plans, fundraising ideas, marketing, extending their provision. Possible use of grant funding to support those settings.</p> <p>Mapping event to highlight where there is registered and unregistered holiday provision throughout the borough.</p>	<p>continue working in partnership with MM.</p> <p>Childcare Team representation at the WESP meetings and investigative work on the transition of children from Welsh-medium Early Years settings to Welsh-medium primary schools to be undertaken on a term-by-term basis.</p>
<p>Increase holiday provision</p>	<p>To support settings to continue to be inclusive and support with financial support for 1:1 funding for under three years.</p> <p>Provide training for staff to be equipped to deal with a range of differing needs.</p> <p>With the revised NMS and qualifications there is a concern about the</p>	<p>Work with existing providers (both term-time providers and holiday providers) to look at extension of provision opportunities.</p> <p>Look at buildings and work with schools.</p> <p>Gap analysis identifies a particular need for this in CF32/CF39 areas.</p> <p>Continue to source grant funding for support for staffing</p>	<p>Time management of officers. Staff being released to attend training/ and or giving up their own time often unpaid.</p> <p>Training, many out-of-school provisions are unregistered and therefore sourcing training and funding training can be somewhat tricky. Alongside the hours, hours eligibility due to the hours of club operation.</p> <p>Development officers' capacity in rolling out of the healthy snack and undertaking of the observations.</p> <p>Development officers' time to undertake the ITERS.</p>

<p>ALN Childcare Support</p> <p>Workforce development - Progress for Success</p> <p>Welsh language development</p>	<p>workforce development and ensuring that staff are sufficiently trained. Play being one of the key areas for staff. We also have an aging workforce and planning to ensure we have qualified staff</p> <p>As a local authority, we are continuously looking at ways to promote and increase Welsh language provision in the Early Years. The SASS indicates that there is capacity within the current Cylchoedd Meithrin.</p> <p>The build of a new Welsh-medium primary school and subsequent relocation of a well-established Cylchoedd Meithrin will continue to be the focus of the next two to three years.</p> <p>Childcare Team Manager to submit a</p>	<p>for 1:1s as the need is rising and the benefits of early intervention is being evidenced.</p> <p>Work with local training providers to offer the correct qualifications to the workforce. In particular, signpost childcare workforce to the Progress for Success opportunity.</p> <p>Link with colleges and schools where child development courses are offered in order to raise the profile of the childcare career. Continue to liaise with CC Wales in supporting the ambassador scheme.</p> <p>Close links have remained with Mudiad Meithrin (MM) and support is being offered to the Welsh-medium provisions in terms of grants and development officer support to improve the service. MM and the childcare are actively working together to support the quality of Welsh medium provision to</p>	<p>Development officers' time, reluctance of change from the Childcare workforce, budgets for training as budgets are being cut.</p>
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<p>Out of School Grant</p>	<p>proposal for the 2017-2018 Out of School Grant, which will build on the developments of previous years and address further identified gaps in childcare provision. This will be particularly focused on the Childcare Offer.</p> <p>Other priorities for 2017-2018</p> <p>Gold Healthy Snack Scheme to be rolled out to all childcare settings. Particularly those who have received grant funding.</p> <p>Partnership working to continue with Flying Starts teams to undertake ITERS observations in childcare settings across the sector and borough. ITERS is being revised and the implementation of the</p>	<p>compliment the mm new quality assurance awards. The Childcare Team will continue to look for premises and support potential new providers of Welsh-medium childcare, working in partnership with MM. In particular, in the CF32 area.</p> <p>The Childcare Manager will report quarterly and monitor the effective use of the grant. Focusing on development officer's time in supporting new and existing out of school provision. Implementation and monitoring of the Extra Hands And Assisted Places Scheme. Supporting the workforce with sourcing and signposting staff to Play Work Training to ensure compliance by 2018 as indicated by CSSIW new regulations.</p> <p>Healthy eating and, in particular, childhood obesity is a major focus, to support this drive we must ensure that children have healthy snacks in clubs.</p>	
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	<p>SSTEWS will be the focus.</p> <p>The Childcare Team, in partnership with Flying Start, will continue developing the transition between settings and schools. Looking at where children are transitioning, particularly from the Welsh-medium HSPSS - Childcare Team to develop the proposal for the HSPSS budget in Bridgend. Focussing on accreditations and anti-obesity funding.</p> <p>Training - Childcare Team will continue to ensure that mandatory courses are offered and look at more innovative ways to provide CPD training (eg training being delivered with the children in session).</p>	<p>Development officer to deliver the healthy snack to all sectors and monitor its successful implementation.</p> <p>Quality of childcare is even more in the forefront with the ratings systems and with the childcare offer. High-quality childcare makes a difference. Observing settings using ITERS and SSTEWS will assist in driving up standards that will impact on child development. Yearly observations, feedback of scores, action plans devised and that action plan to be monitored and supported.</p> <p>Training programme booked and attendance monitored. Undertake a training needs analysis and consult with the sector on CPD opportunities and in-house training events. Look to develop network meetings for different sector areas.</p>	
Family Information Service (FIS)	The Childcare Team holds the statutory duty	Development officers to support this process, and	Development officers' capacity to undertake outreach. Will utilise

	<p>of FIS, and therefore must ensure that the service is promoted of where to access information about services. BCBC has adopted DEWIS Cymru, and the childcare provider's information has been updated onto this system.</p> <p>Tax-free childcare to be promoted to both families and childcare settings.</p>	<p>support the childcare provider to manage their information on this system.</p> <p>Promotion of tax-free childcare through development officer visits to settings and emailing information from HMRC.</p> <p>Use of Facebook and outreach work to promote tax-free childcare to parents. Use of promotional material from HMRC - information on tax-free childcare/childcare vouchers.</p>	<p>staff in the wider Early Years and Childcare teams to promote this. IT issues and capacity for people to upload this onto Facebook/websites may be a challenge.</p>
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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

REPORT OF THE CORPORATE DIRECTOR, OPERATIONAL AND PARTNERSHIP SERVICES

REVIEWED CODE OF CORPORATE GOVERNANCE

1. Purpose of Report

- 1.1 To present to Cabinet the Council's reviewed Code of Corporate Governance (Appendix A) and its Governance Framework (Appendix B) for approval and adoption.

2. Connection to Corporate Improvement Plan / Other Priorities

- 2.1 Achievement of the corporate priorities and well-being objectives defined by the Corporate Plan is underpinned by ensuring that effective governance arrangements are in place.

3. Background

- 3.1 Regulation 5 (2) of the Accounts and Audit (Wales) Regulations 2014 requires an authority to undertake, as part of its arrangements for corporate governance, an annual review of governance and report on internal control.
- 3.2 The CIPFA Code of Recommended Practice (the Code) states that the preparation and publication of an Annual Governance Statement (AGS) in accordance with 'Delivering Good Governance in Local Government' fulfils the statutory requirement regarding the production of a statement of internal control in England, Wales and Northern Ireland.
- 3.3 In 2016, CIPFA published its new *Delivering good governance in Local Government Framework*, which positions the attainment of sustainable economic, social, and environmental outcomes as a key focus of governance processes and structures. Guidance Notes related to the new framework was also published for Welsh Authorities. The Guidance has considered the requirements of the Well-being of Future Generations (Wales) Act 2015 and embedded the five ways of working into the CIPFA framework.
- 3.4 The Council has a Code of Corporate Governance that follows the six core principles of CIPFA's previous edition (2007) of good governance framework, and the Council's Annual Governance Statement is produced in accordance with this. It is necessary to review and update the Council's Code of Corporate

Governance to reflect both the new CIPFA standards for local authority governance in the UK and the guidance notes for Wales.

4. Current Situation / Proposal

- 4.1 A working group has been established to review the Council's Code of Corporate Governance. The Group is also responsible for creating the Council's Annual Governance Statement (AGS) for 2016-17, the transition year, to meet statutory and regulatory requirements.
- 4.2 The group has reviewed and updated the Council's Code of Corporate Governance based on the new CIPFA framework (2016 edition) and the Guidance Notes for Welsh Authorities. A one-page governance framework is also created, following good practice, which forms part of the Code and is intended to be included in the Annual Governance Statement (AGS). The AGS will be included within the Statement of Accounts 2016-17 and reported to Audit Committee by the 30 June 2017 in accordance with the regulations outlined in paragraph 3.1 above.
- 4.3 The Corporate Management Board has considered the reviewed Code together with the Framework and their comments have been incorporated.

5. Effect upon Policy Framework & Procedure Rules

- 5.1 The Code, once approved by Cabinet, will form part of the Policy Framework.

6. Equality Impact Assessment

- 6.1 There are no direct equality implications in this report

7. Financial Implications

- 7.1 None in this report.

8. Recommendation

- 8.1 That Cabinet consider and adopt the reviewed Code of Corporate Governance and the Framework.

Andrew Jolley - Corporate Director, Operational and Partnership Services

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Background Documents - None



BRIDGEND COUNTY BOROUGH COUNCIL

CODE OF CORPORATE GOVERNANCE

May 2017

**BRIDGEND COUNTY BOROUGH COUNCIL
CODE OF CORPORATE GOVERNANCE**

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1 Introduction

- 1.1 The Council is committed to the principles of good corporate governance. It has a duty to make proper arrangements for the governance of its affairs, secure continuous improvement in the way its functions are discharged and have robust arrangements in place for the management of risk. The development, adoption and continued implementation and monitoring of a Code of Corporate Governance confirms this commitment.
- 1.2 Good governance is about doing the right things, in the right way, for the right people in a timely, inclusive, open, and honest and accountable manner.
- 1.3 This Code describes the Council's understanding of corporate governance, and outlines the framework it has put in place to ensure that these arrangements are effective. The Code reflects a joint commitment by Members and senior managers to the principles it contains. This helps to ensure that the principles of corporate governance are not only fully embedded and cascaded throughout the Authority, but that they have the support of the Council, the Chief Executive and the Corporate Management Team.

2. Why adopt a Code of Corporate Governance?

- 2.1 Adopting a Code of Corporate Governance is another way in which the Council shows its recognition of the fact that effective local government relies upon establishing and maintaining the confidence of local people in both Elected Members and Council officials. Good corporate governance underpins credibility and confidence in the leadership and forms the foundation from which all Council services are provided.
- 2.2 Adopting, monitoring and complying with a Code of Corporate Governance helps enhance the Council's legitimacy and acknowledges the trust placed in the Council by local people.
- 2.3 Strong, transparent and responsive governance enables the Council to put citizens first by pursuing its aims and priorities effectively, and by underpinning them with appropriate mechanisms for managing performance and risk. In order to maintain citizens' confidence, these mechanisms must not only be sound, but also be seen to be sound.
- 2.4 Corporate governance comprises the framework within which the Council manages its business; this includes the Council's constitution, and the various procedure rules, codes and protocols contained therein. It also includes the systems and processes, and the culture and values by which the activities of the Council are directed and controlled, and how it accounts to and engages with its citizens. It enables the Council to monitor the achievement of its strategic objectives and to consider whether those objectives have led to the delivery of appropriate, cost effective services.

- 2.5 Overall adopting and committing to this Code of Corporate Governance provides a basis for a Council wide commitment to the way in which it intends fulfilling its role in leading and representing the community, providing opportunities for all and ensuring that there is a strong customer focus underpinning everything that the Council does.

3. What is Corporate Governance?

- 3.1 The Council has a key role in governing and leading our community. Effective local government relies on public confidence in Elected Members and Council Officers.
- 3.2 Effective systems of Corporate Governance provide confidence in public services.
- 3.3 Corporate Governance is a phrase used to describe how organisations direct and control what they do.
- 3.4 For local authorities this also includes how a Council relates to the communities that it serves.
- 3.5 Good Corporate Governance requires local authorities to carry out their services in a way that demonstrates accountability, openness and honesty.

4. Why do we need a Code of Corporate Governance?

- 4.1 Corporate Governance is important because it supports:

- Provision of high quality public services

Within the UK, governance weaknesses have sometimes led to significant failures in public services. High performing organisations, on the other hand, generally have effective governance arrangements.

- Raising public trust

The public's trust is increased when they perceive the quality of services that they and their families experience to be sound and when organisations are seen to be open and honest in communicating their performance and learning from their mistakes.

- 4.2 The Code of Corporate Governance is based upon the "Delivering Good Governance in Local Government: Framework (CIPFA/SOLACE, 2016). The Framework positions the attainment of sustainable economic, societal, and environmental outcomes as a key focus of governance processes and structures. Outcomes give the role of local government its meaning and importance, and it is fitting that they have this central role in the sector's governance. Furthermore, the focus on sustainability and the links between governance and public financial management are crucial – local authorities

must recognise the need to focus on the long term. Local authorities have responsibilities to more than their current electors as they must take account of the impact of current decisions and actions on future generations.

4.3 The Framework defines the principles that should underpin the governance of each local government organisation. It provides a structure to help Individual authorities with their approach to governance. Whatever forms of arrangements are in place, authorities should therefore test their governance structures and partnerships against the principles contained in the Framework by:

- reviewing existing governance arrangements;
- developing and maintaining an up-to-date local code of governance, including arrangements for ensuring ongoing effectiveness;
- reporting publicly on compliance with their own code on an annual basis and on how they have monitored the effectiveness of their governance arrangements in the year and on planned changes.

5. The Corporate Governance Principles.

5.1 The Framework is based on the following seven Core Principles:

Core Principle	Description
A	Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.
B	Ensuring openness and comprehensive stakeholder engagement.
C	Defining outcomes in terms of sustainable economic, social, and environmental benefits.
D	Determining the interventions necessary to optimise the achievement of the intended outcomes.
E	Developing the entity's capacity, including the capability of its leadership and the individuals within it.
F	Managing risks and performance through robust internal control and strong public financial management.
G	Implementing good practice in transparency, reporting, and audit to deliver effective accountability.

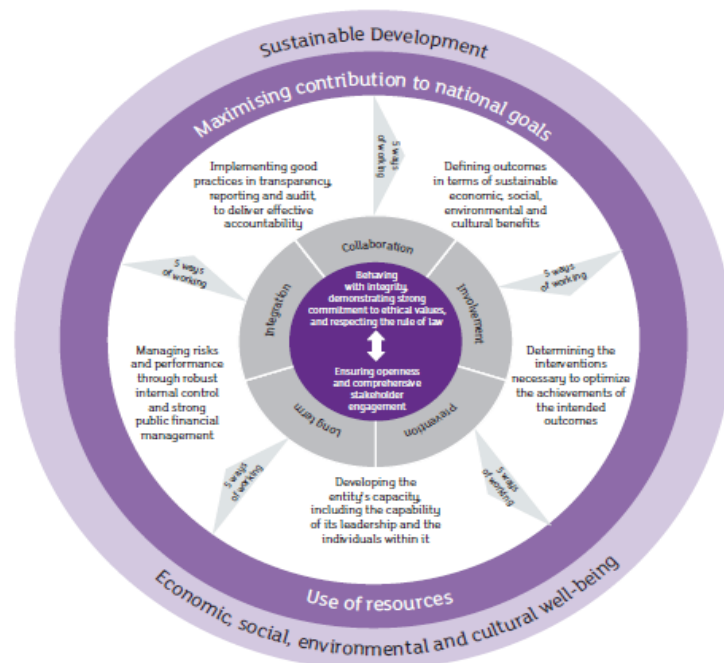
5.2 There are also a number of sub-principles below the seven. To achieve good governance, each local authority should be able to demonstrate that its governance structures comply with the core and sub-principles contained in this Framework. It should therefore develop and maintain a local code of governance/governance arrangements reflecting the principles set out. It is also crucial that the Framework is applied in a way that demonstrates the

spirit and ethos of good governance which cannot be achieved by rules and procedures alone. Shared values that are integrated into the culture of an organisation, and are reflected in behaviour and policy, are hallmarks of good governance.

6. The Corporate Governance Principles and the Well-being of Future Generations (Wales) Act 2015

- 6.1 The Act requires public bodies covered by the Act, including local government, to consider the longer term in making their decisions and to work collaboratively with other public bodies to improve wellbeing in Wales. The Act sets out seven well-being goals for public bodies and requires them to act in a sustainable way. It also sets out five ways of working that public bodies are required to take into account when applying sustainable development.
- 6.2 The Act is central to the Welsh Government's long-term policy for the public services and its themes tie in with the *Delivering Governance in Local Government: Framework* (CIPFA/SOLACE, 2016). The Auditor General for Wales has set out a diagram (below) which brings together the International Framework with the requirements of the 2015 Act.

Well-being of Future Generations (Wales) Act 2015 and the International Framework



- 6.3 The diagram shows sustainable development as all encompassing. The core behaviours of:
- behaving with integrity, demonstrating strong commitment to ethical values and respecting the rule of law
 - ensuring openness and comprehensive stakeholder engagement

need to be applied to the five ways of working. The five ways of working (underpinned by the core behaviours) have to permeate all segments of delivering outcomes, which in turn should ensure effective use of resources as public bodies maximise their contribution to the economic, social, environmental and cultural wellbeing of Wales.

- 6.4 Attached to this Code is a schedule that evidences how Bridgend County Borough Council complies with the Framework.

7. Monitoring and Review

- 7.1 Good corporate governance requires the active participation of Elected Members and Officers across the Council. These arrangements will be reviewed on an annual basis and the findings of this work will be reported in the Annual Governance Statement. This will help ensure the continuous improvement of the Council's Corporate Governance culture.

- 7.2 The adoption and maintenance of an up to date Code of Corporate Governance, including arrangements for ensuring its implementation and ongoing application is an important part of the process.

- 7.3 The Audit Committee is responsible for monitoring and reviewing the Governance arrangements as described in this Code.

- 7.4 Through that Committee, the Council will ensure that these arrangements are kept under continual review. This will include consideration of :

- The work undertaken by internal audit;
- Reports prepared by managers with responsibility for aspects of this Code;
- Reports and opinions expressed by external auditors
- Reports of other regulatory bodies and Inspectorates.

8. The Annual Governance Statement

- 8.1 Each Year the Council will publish an Annual Governance Statement (AGS) which is signed by the Leader of the Council and the Chief Executive.

- 8.2 This will provide an overall assessment of the Council's Corporate Governance arrangements and an appraisal of the controls in place to manage the Council's key risks.

- 8.3 The AGS will also provide details of where improvements need to be made.

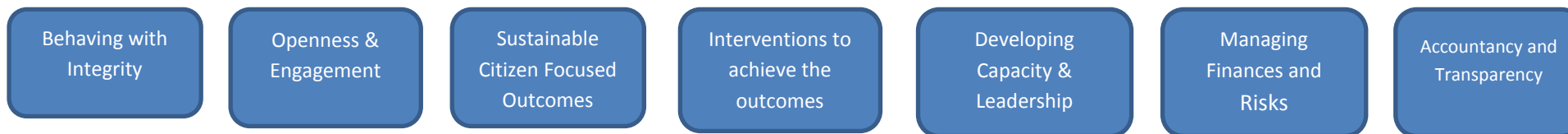
- 8.4 The AGS will be reviewed by Corporate Management Board and approved by the Audit Committee.

- 8.5 The AGS will be published as part of the Council's Annual Statement of Accounts and will be reviewed by our External Auditors.

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BRIDGEND COUNTY BOROUGH COUNCIL GOVERNANCE FRAMEWORK

Corporate Governance comprises the systems and processes, cultures and values, by which local government are directed and controlled and through which they account to, engage with and, where appropriate, lead their communities



Key Documents: Annual Review/ Production

- Annual Report
- Annual Governance Statement
- Asset Management Plan
- Budget Book
- Communications, Marketing and Engagement Strategy
- Code of Corporate Governance
- Corporate Plan
- Corporate Risk Assessment
- Directorate Business Plans
- Medium Term Financial Strategy
- Single Integrated Partnership Plan
- Statement of Accounts
- Treasury Management Strategy
- Workforce Plan

Key Documents: Ad hoc Review/Production

- Anti-Fraud and Bribery Policy
- Anti-Money Laundering Policy
- Assessment of Local Wellbeing
- Business Continuity Plans
- Code of Conduct – Part 5 of the Constitution
- Constitution
- Contract Procedure Rules
- Corporate Complaints Policy
- Corporate Training and Development
- Elected Member Learning & Development Strategy
- Financial Procedure Rules
- Health & Safety Gap Analysis/Policy
- Human Resources Protocols & Management Guidelines
- Information & Communications Technology Strategy
- Information Management Strategy
- Performance Management Framework
- Record of Decisions
- Shaping Bridgend’s Future Consultation
- Social Services Complaints Policy
- Strategic Equality Plan
- Whistleblowing Policy

Process/ Regulatory Monitoring

- Audit Committee
- Annual Improvement Report (WAO)
- Budget Monitoring Reports to Cabinet & Scrutiny Committees
- Citizens’ Panel
- Corporate Assessment (WAO)
- Corporate Safeguarding Policy
- Corporate Performance Assessment (CPA)
- Council Tax Leaflet
- External Audit
- Forward Work Programme for Committees
- Freedom of Information
- Head of Finance – s151 Officer
- Inspectorate Reports
- Internal Audit
- Job Descriptions
- Job Evaluation Process
- Law & Governance
- Member Development and Induction
- Monitoring Officer
- Regulatory, Scrutiny & Standards Committees
- Scheme of Delegation
- Staff Induction
- Treasury Management Monitoring Reports

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

REPORT OF CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

PUBLIC SAFETY PROTECTION ORDERS

1. Purpose of Report

- 1.1 To seek Cabinet approval to consult with the police, Police and Crime Commissioner and other relevant bodies on the creation of Public Space Protection Order's (PSPO's) and to ask Cabinet to note the conversion of the current Designated Places Protections Orders and Gating Orders into PSPO's on the 14th October.

2. Connection to Corporate Improvement Plan / Other Corporate Priority

- 2.1 The proposal to address anti- social behaviour supports a number of corporate priority themes relating to the reduction of crime and disorder and improvement of the environment
- 2.2 Under Section 17 of the Crime and Disorder Act 1998 the Council has a statutory duty to 'exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it can to prevent crime and disorder'

3. Background

- 3.1 Anti-social behaviour is a broad term to describe the day-to-day incidents of crime, nuisance and disorder that make many people's lives a misery: from litter and vandalism, to public drunkenness or aggressive dogs, to noisy or abusive neighbours. Such a wide range of behaviours means that responsibility for dealing with anti-social behaviour is shared between a number of agencies, particularly the police, councils and social landlords. The Home Office has reformed the anti-social behaviour powers to give professionals increased flexibility they need to deal with any given situation.
- 3.2 The Anti-social Behaviour, Crime and Policing Act 2014 (the Act) makes provision about anti-social behaviour, crime and disorder. The Act sets out the following 6 new tools for responsible bodies and responsible authorities:
 - i. Injunction
 - ii. Criminal Behaviour Order (CBO)
 - iii. Dispersal power
 - iv. Community Protection Notice (CPN)
 - v. Closure Power
 - vi. Public Spaces Protection Orders (PSPO)

3.3. A Cabinet Report dated 15th March 2016 sets out the above powers in more details. This report also delegated to the Assistant Chief Executive, Legal and Regulatory the power to do (including the power to serve any notice) that is necessary for the enforcement of any of the provisions contained within the Anti-social Behaviour, Crime and Policing Act 2014 with the exception of Public Spaces Protection Orders as specified in Part 4, Chapter 2 of the Act. As such the power to make a PSPO remains a Cabinet power and decision.

4. Current situation / proposal

- 4.1 PSPO's are designed to stop individuals or groups committing anti-social behaviour in a public space. They are intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour. PSPO's contain restrictions and requirements set by the council. These can be blanket restrictions or requirements or can be targeted against certain behaviours by certain groups at certain times. They can restrict access to public spaces (including certain types of highway) where that route is being used to commit anti-social behaviour. They can be enforced by a police officer, police community support officers and council officers. Breach of a PSPO is a criminal offence. Enforcement officers can issue a fixed penalty notice of up to £100 if appropriate or following a conviction in Court a person can receive a fine of up to £1,000. Anyone who lives in, or regularly works in or visits the area can appeal a PSPO in the High Court within six weeks of issue
- 4.2 Importantly PSPO's replace the old Designated Public Place Orders (DPPO's); Gating Orders and Dog Control Orders.
- 4.3 The Act came into force on the 14th October 2014. The Act made provision for DPPO's; Gating Orders and Dog Control Orders (where in existence) to remain valid for 3 years from the 14th October 2014 at which point, on the 14th October 2017, they are converted under the Act to PSPO's.
- 4.4 More than one restriction can be added to the same PSPO, meaning that a single PSPO can deal with a wider range of behaviours than the orders it replaces.
- 4.5 There are currently 5 Designated Public Places Orders (DPPO's) in Bridgend which establish alcohol control areas to deal with issues of nuisance and disorder associated with the consumption of alcohol in streets and public places. The areas where the orders are in force are attached as appendix 1.
- 4.6 There is currently one Gating Order in Bridgend County. This covers the rear lane between Talbot Street and Plasnewydd Street, Maesteg.
- 4.7 A second gating order that had previously been in existence covering the highway between Treharne Road and Caerau Road, Caerau was revoked in March 2014.
- 4.8 There are no current dog control orders
- 4.9 On the 14th October 2017 the current orders, being the 5 DPPO's and the one Gating Order, will migrate under the Act to become PSPO's. No action is required

by the Council as this will happen automatically. However some action will be required to amend the signs and to publicise the change. These newly created PSPO's are only valid for 3 years and must, if they continue to be needed post 14th October 2020, be renewed every three years thereafter following the statutory process set out below.

- 4.10 In light of the above, in particular the points raised at 4.4, it is proposed to review all current DPPO's and Gating Orders, as well as and new areas where anti-social behaviour is being experienced, to establish what appropriate PSPO's could be made, and what conditions attached, to best prevent anti-social behaviour.
- 4.11 PSPO's can be issued if the Council are satisfied that the activities carried out, or likely to be carried out, in a public space:
 - i. have had, or are likely to have, a detrimental effect on the quality of like of those in the locality;
 - ii. is, or is likely to be, persistent or continuing in nature;
 - iii. is, or is likely to be, unreasonable; and
 - iv. justifies the restrictions imposed
- 4.12 In deciding to make a PSPO and what it should include, a Local Authority must have regard to Articles 10 and 11 of the European Convention on Human Rights (Freedom of Expression and Freedom of Assembly).
- 4.13 Before the Council can make, extend or vary a PSPO there is a procedure set down by statute which must be followed. In particular, a Local Authority must carry out the necessary consultation, the necessary publication and the necessary notification (if any).
- 4.14 Necessary consultation means that a Local Authority must consult with:
 - i. the chief officer of police, and the local policing body, for the police area that includes the restricted area (statutory guidance issued states that this should be done formally through the chief officer of police and the Police and Crime Commissioner but details could be agreed by working level leads);
 - ii. any community representatives the local authority thinks it is appropriate to consult (community representative means any individual or body appearing to the authority to represent the views of people who live in, work in or visit the restricted area). Community representatives could include residents' groups or particular groups of individuals who use a local amenity (e.g. regular users of the park or specific activities such as busking or other types of street entertainment).;
 - iii. the owner or occupier of land within the restricted area (this does not apply to land owned and occupied by the Local Authority and applies only if, or to the extent that, it is reasonably practicable to consult the owner or occupier of the land).
- 4.15 The statutory consultation will commence on 24 July 2017 and continue for 12 weeks. The consultation will conclude after the deadline of the 14th October 2017 meaning that the existing DPPO's and Gating Order will have converted into PSPO's on the same terms. It is proposed to use temporary signs to comply with the law during this period and permanent signage will be displayed once the consultation concludes and new PSPO's are created for a period of three years.

4.16 The Consultation will seek views on the creation of PSPO's to:

- Replace the Designated Public Place Orders in Caerau, Pencoed, Porthcawl and Maesteg as described in 4.5 with identical terms (at the point in time the consultation will conclude these DPPO's will have automatically have converted into PSPO's as explained above at 4.9)
- Extend the area covered by the existing Designated Public Place Order in Bridgend as described in 4.5 to include Coity Road, up to the entrance to the Princess of Wales Hospital (at the point in time the consultation will conclude this DPPO will have automatically have converted into a PSPO as explained above at 4.9)
- Replace the Gating Order outlined in 4.6 above with identical terms (at the point in time the consultation will conclude this Gating Order will have automatically have converted into a PSPO as explained above at 4.9)
- Control access to Elder Lane at the rear of Adare Street and Caroline, Bridgend

4.17 The statutory consultation will make it clear that Public Safety Protection Orders can only be issued if the conditions at 4.9 above are met.

4.18 To allow sufficient time for proper consultation to be completed, it is not proposed to conclude this process prior to the 14th October 2017. As such, as explained at 4.15 above, temporary signs will replace existing signs as outlined in 4.11 above.

4.19 At the conclusion of the consultation a further Cabinet Report will be prepared to outline the conclusions and recommendations for what, if any PSPO's should be made.

5. Effect upon Policy Framework & Procedure Rules

5.1 None

6. Equality Impact Assessment

6.1 An Initial Screening EIA has been undertaken and is attached as appendix 3. The Initial Screening EIA indicates a full Equalities Impact Assessment is required.

6.2 The full Equalities Impact Assessment will take place following the 12 week Consultation.

7. Financial Implications

7.1 The estimated costs for implementing the orders are:

Design, manufacture and fixing of hard signs	£3500
Printing (including temporary signage)	£1500
Publicity	£1000
Total	£6000

7.2 A request will be sent to partners asking for a financial contribution to the costs. If this is not forthcoming funding will be made available from existing budgets.

8. Recommendation

- 8.1 It is recommended that Cabinet approve the commencement of formal consultation as outlined at paragraph 4.13 to 4.19 above to establish whether PSPO's should be created and if so on what terms.
- 8.2 Cabinet is asked to note that on the 14th October the existing DPPO's and Gating Order will convert under the Act into PSPO's on the existing terms.

P A Jolley Corporate Director, Operational and Partnership Services

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Background Documents

None

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Bridgend



Scale 1:7000
 Date Issued: 16/08/2008

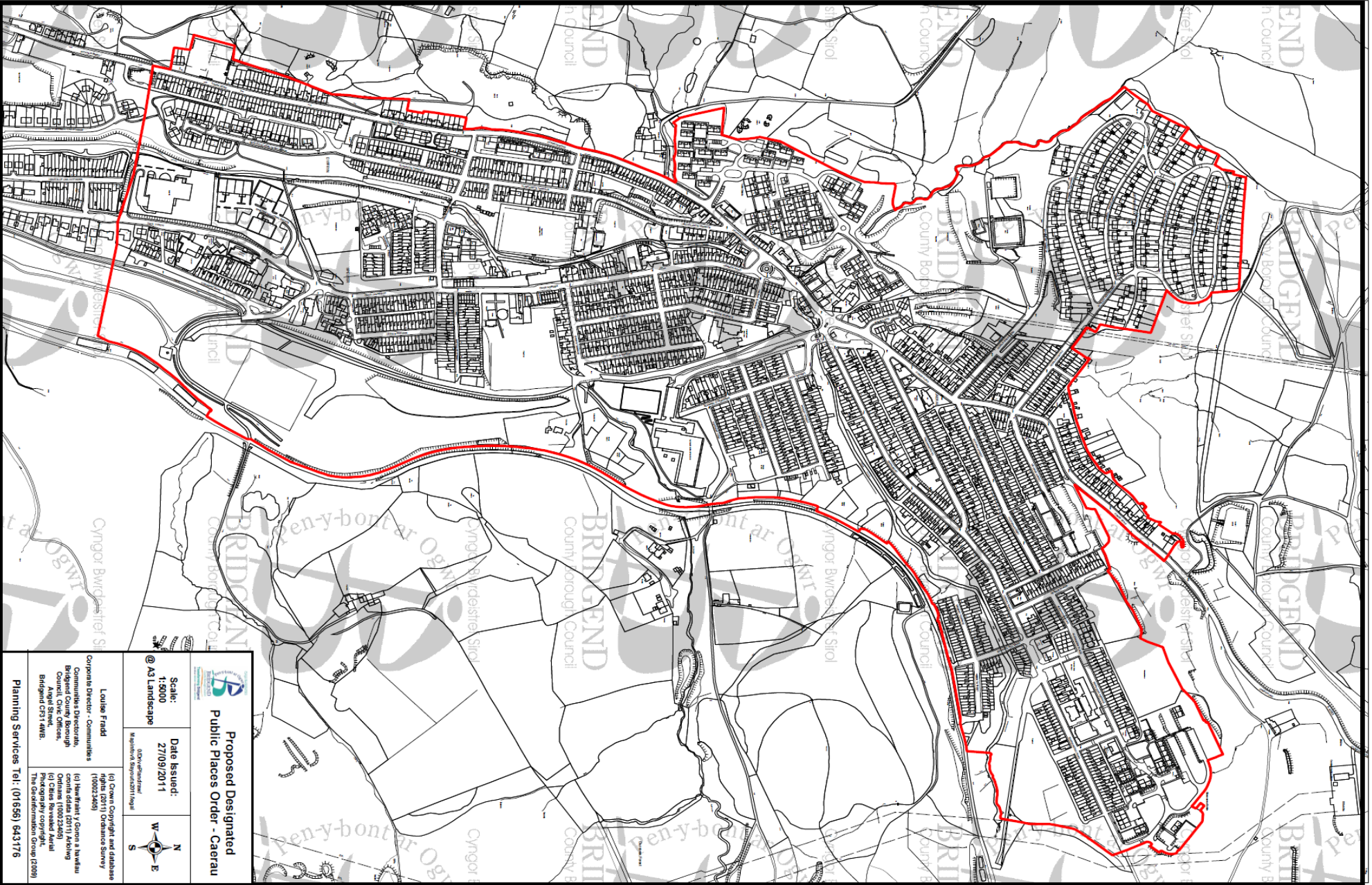
Designated Public Places Order 1, 2008



Louise Field
 Consultant, Overseas
 Bridgend City Council
 Bridgend, Gwent

Pen-y-bont ar Ogwr
BRIDGEND
 County Council
 Council Offices
 Pen-y-bont ar Ogwr
 Bridgend, Gwent NP23 5TA
 Tel: 01656 643176





Caerau

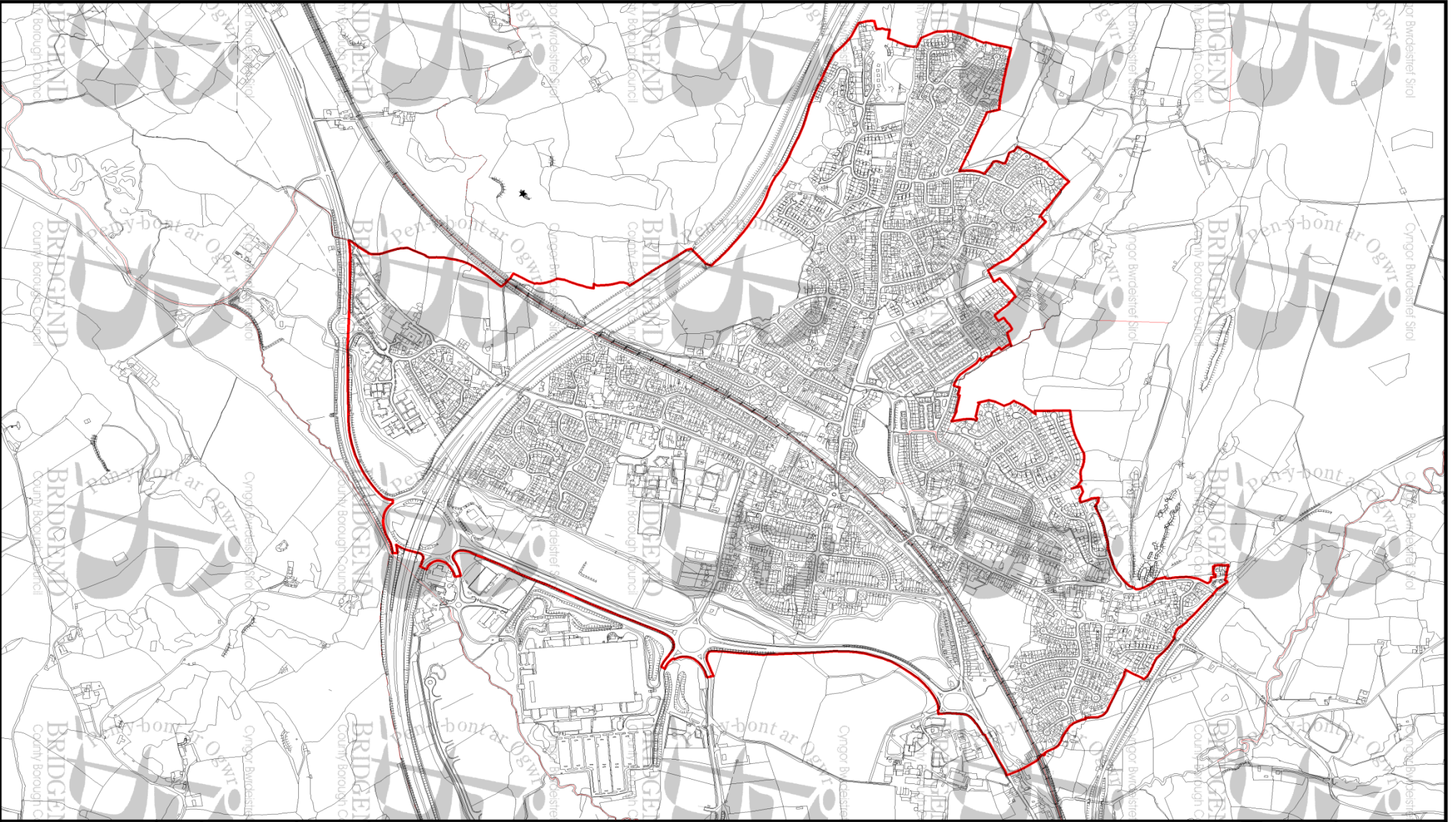


	
Proposed Designated Public Places Order - Caerau	
Scale: 1:3000 @ A3 Landscape	Date Issued: 27/09/2011 Mae'n Rhwyngwladol
Author: Louise Fradd Corporate Director - Communities Communities Directorate, Bridgend County Borough Council, Civic Offices, Angel Street, Bridgend CF31 4WB.	Copyright: (c) Crown Copyright and database rights (2011) Ordnance Survey (100022468) (c) Hewlett-Packard contact details (2011) Arking Oxide (20022468) Photography copyright, The Generalisation Group (2009)
	
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Maesteg



 Proposed Designated Public Places Order - Maesteg	
Scale: 1:5000 @ A3 Landscape	Date Issued: 27/09/2011
Louise Fradd Corporate Director -Committee Committee Directorate, Bridgend County Borough Council, Civic Offices, Angel Street, Bridgend CF31 4WB.	 <small>(c) Crown Copyright and database rights (2011) Ordnance Survey (100023405) (c) Hafwainit y Goron a hawliau cronfa ddata (2011) Arrolwg Ordians (100023405) (c) CIBes Revealed Aerial Photography copyright, The GeoInformation Group (2009)</small>
Planning Services Tel: (01656) 643176/643552	



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 @ printed size:
 A3 Portrait

Date Issued: 21/09/2009

ALCOHOL CONSUMPTION IN DESIGNATED PUBLIC PLACES FOR THE AREA OF PENCOED ORDER No. 1, 2009

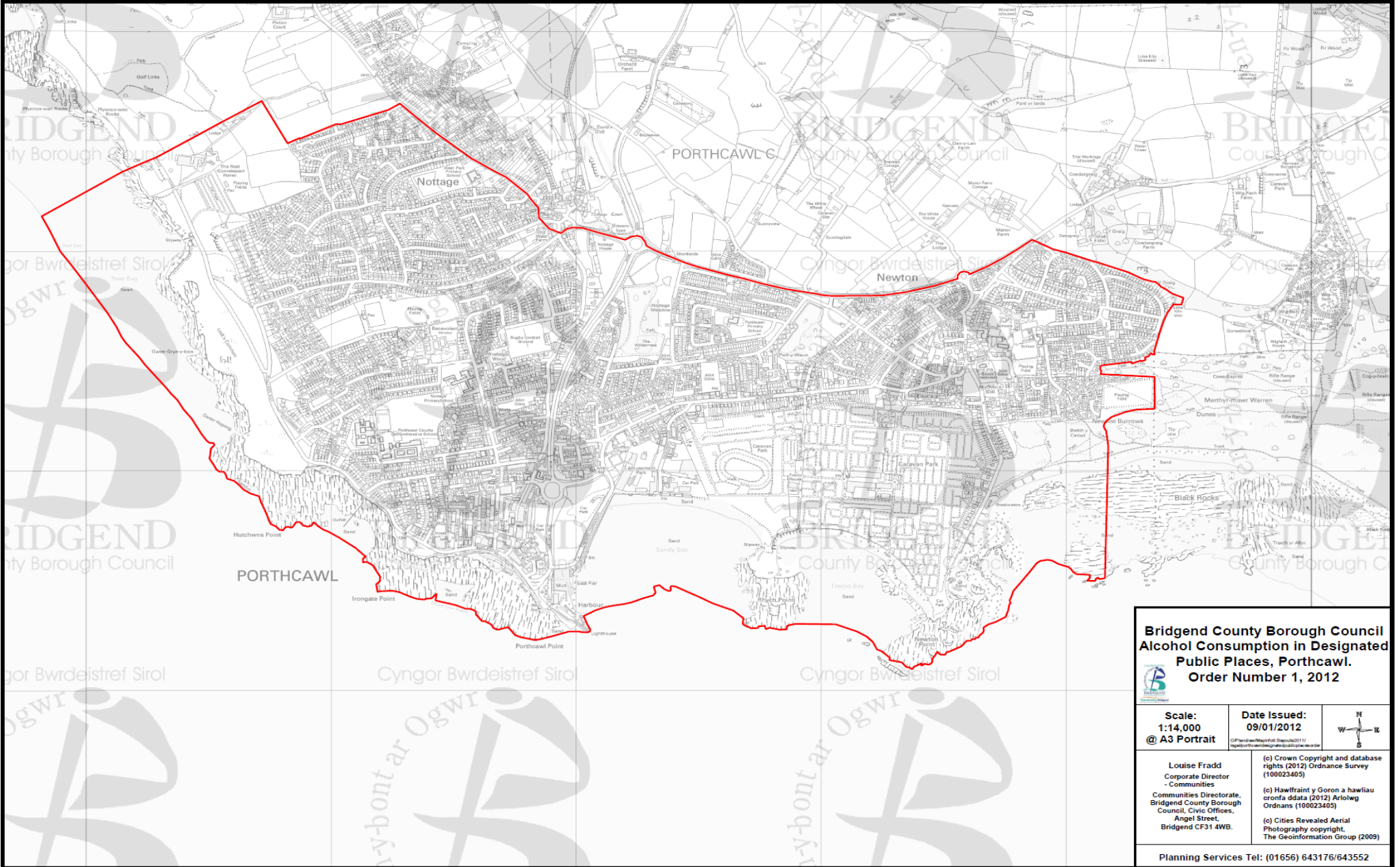
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Planning Services
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Porthcawl



**Bridgend County Borough Council
Alcohol Consumption in Designated
Public Places, Porthcawl.
Order Number 1, 2012**



Scale:
1:14,000
@ A3 Portrait

Date Issued:
09/01/2012



Louise Fradd
Corporate Director
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Communities Directorate,
Bridgend County Borough
Council, Civic Offices,
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eronfa ddata (2012) Arlofwg
Ordans (100023405)

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GATING ORDER

Bridgend County Borough Council (Rear lane between Talbot Street and Plasnewydd Street, Maesteg, Bridgend) Gating Order 2010

WHEREAS the Bridgend County Borough Council (hereinafter referred to as “the Council”) is satisfied that conditions set out in section 129A(3) of the Highways Act 1980 (hereinafter referred to as “the Act”) have been met in relation to the length of highway listed Schedule 1 hereto (hereinafter referred to as “the highway”) namely that premises situated adjacent to or adjoining the highway are affected by crime and or anti-social behaviour, that the existence of the highway is facilitating the persistent commission of criminal offences or anti-social behaviour and that it is in all the circumstances expedient to make this Order for the purposes of reducing crime or anti-social behaviour.

NOW THEREFORE the Council in exercise of its powers under sections 129A to 129G of the Act as amended by the Clean Neighbourhoods and Environment Act 2005 and under the Highways Act 1980 (Gating Orders) (Wales) Regulations 2007 and under all other powers enabling it in that behalf hereby makes the following Order:

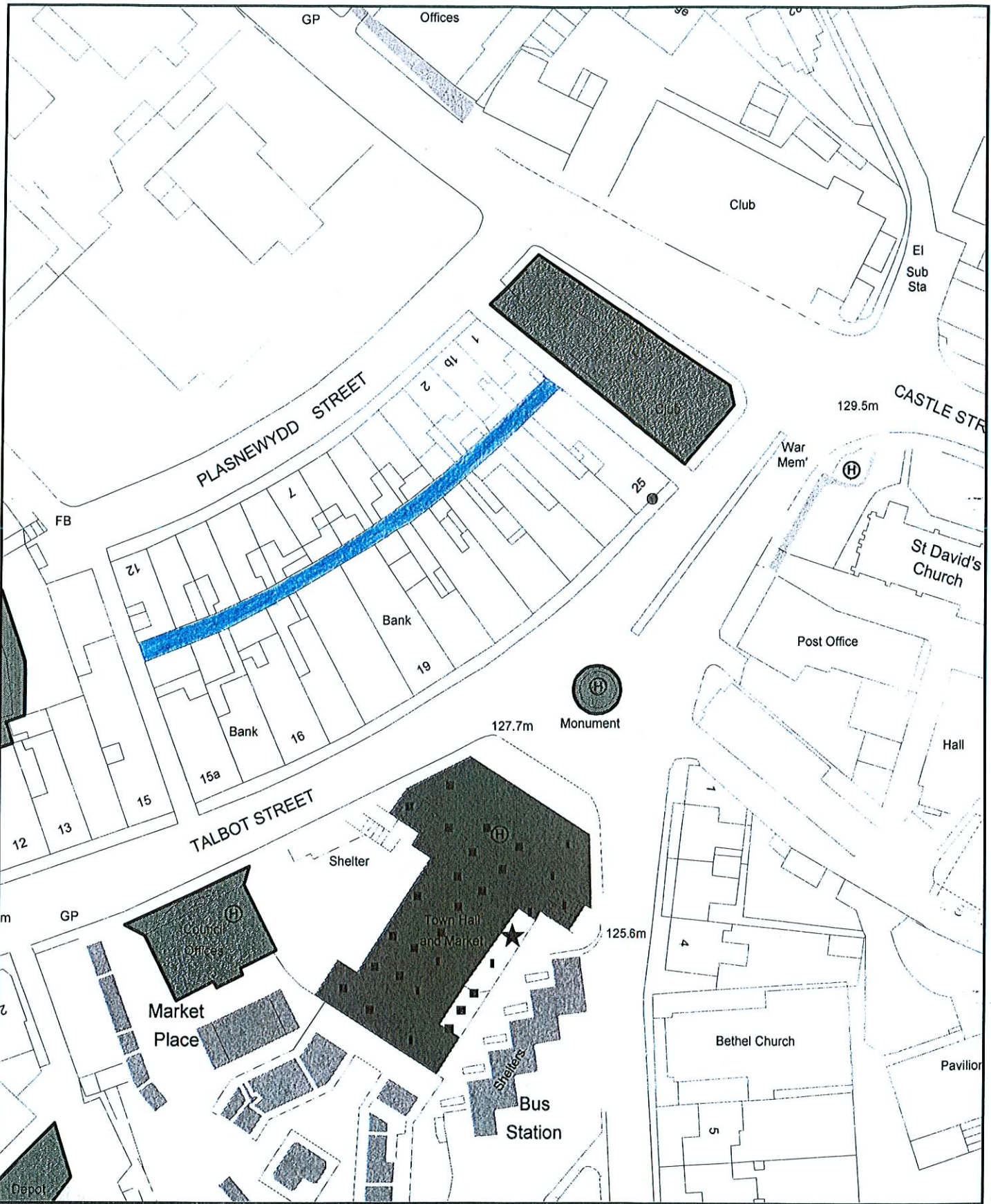
1. The public right of way over the highway is restricted at all times to all persons so that passage and repassage thereover may not occur with the exception of those persons/bodies listed in Schedule 2 of this Order who shall be excluded from the effects of the restriction imposed by this Order.
2. The installation of gates by the Council close to every point on the highway at which the highway joins a highway that is unrestricted by this Order for the purpose of enforcing the restriction provided for in this Order is hereby authorised.
3. The alternative routes available are via Talbot Street and Plasnewydd Street Maesteg and the two un-named lanes that run between Talbot Street and Plasnewydd Street.

4. The aforesaid gates shall be maintained and operated by the Council and the contact details of the responsible officer are as follows: Emma-Louise Maher, Community Safety and Welfare Officer Telephone: 01656 679930. The out of hours contact number is 01656 643643(24 hours).
5. This Order may be cited as Bridgend County Borough Council (Rear lane between Talbot Street and Plasnewydd Street, Maesteg, Bridgend) Gating Order 2010 and will come into operation on the 15th day of February 2010.

SCHEDULE 1

Lengths of Highway

Pedestrian rear lane commencing from the side lane between Talbot Street and Plasnewydd Street Maesteg Ordnance Survey grid reference SS852913 extending for a distance of 77 metres in an easterly direction ending at Ordnance Survey grid reference SS853914, for its full width, as shown shaded blue on the plan attached to this Order.



Jo Farrar
Chief Executive,
Office of the Chief Executive

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Aerial Imagery: Cities Revealed aerial photography copyright The GeoInformation Group 2009

© Crown copyright. All rights reserved. Countryside Council for Wales, 100018613, 2009. Forestry Commission, 100025498, 2009.

Scale 1:801
Time of plot:
16:35
Date of plot:
30/06/2009



Plot generated by:
, roblrh.
Department:



SCHEDULE 2

1. All owners and all occupiers of premises situated adjacent to or adjoining the highway
2. Police, Fire and Rescue Service and Ambulance Trust employees when in exercise of their duties
3. Persons using the highway in connection with the laying, erection, inspection, maintenance, alteration, repair, renewal or removal in or near the said length of highway of any sewer, main, pipe, conduit, wire cable or other apparatus for the supply of gas, water, electricity or telecommunications services
4. Council staff and its authorised contractors when in exercise of their duties
5. Persons using the highway with the permission or at the direction of a duly authorised officer of the Council

Dated this 3RD day of February 2010

The common seal of **BRIDGEND**)
COUNTY BOROUGH COUNCIL)
was hereto affixed in the presence of:)



Mayor/Leader

A handwritten signature in blue ink, appearing to read "J. H. W. W. W. W.", written over the "Mayor/Leader" text.

Authorised Signatory

A handwritten signature in blue ink, appearing to read "M. W. W.", written below the "Authorised Signatory" text.

Equality impact assessment (EIA) screening form

Please refer to the [guidance notes](#) when completing this form.

This form has been developed to help you to identify the need for EIA when developing a new policy, strategy, programme, activity, project, procedure, function or decision (hereafter all understood by the term policy). You must also complete this form when reviewing or revising existing policies. It will also help to prioritise existing policies that may need to undergo a full EIA.

Unless they are 'screened out' following this initial prioritisation process, policies **will** be required to undergo full EIA in priority order. Refer to the **above** guidance notes on when an equality screening should happen, and some initial principles to bear in mind when getting started.

No new or revised policy should be approved unless an equality screening and, if required, a full EIA has taken place.

The following sections must be completed for all new policies:

Name of policy being screened:

Public Protection Orders

Brief description of the Policy:

PSPO's are designed to stop individuals or groups committing anti-social behaviour in a public space. They are intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour

Does this policy relate to any other policies?

Public Safety Protection Orders replace Designated Places Orders, Dangerous Dog Orders and Gating orders

What is the aim or purpose of the policy?

The responsibility for dealing with anti-social behaviour is shared between a number of agencies, particularly the police, councils and social landlords. The Home Office has reformed the anti-social behaviour powers to give professionals increased flexibility they need to deal with any given situation

Who is affected by this policy (e.g. staff, residents, disabled people, women only?)

Individuals who commit anti-social behaviour. Individuals and businesses who experience, or who are the victims of anti-social behaviour

Who is responsible for delivery of the policy?

Bridgend Community Safety Partnership

The following sections must be completed for all policies being reviewed or revised:

Is this a review of an existing policy?

Public Safety Protection Orders replace existing Designated Public Places Orders, Dangerous Dog Orders and Gating Orders

If this is a review or amendment of an existing policy, has anything changed since it was last reviewed?

South Wales Police have requested an extension of the area covered by the street alcohol powers to include from the bottom on Coity Road to the entrance to the Princess of Wales Hospital

Has an EIA previously been carried out on this policy?

No

If an EIA exists, what new data has been collected on equality groups since its completion?

N/A

Screening questions

1. Is this policy an important or 'large scale' function, and/or is it likely the policy will impact upon a large number of staff, residents and/or contractors?

Yes ✓

2. Is it possible that any aspect of the policy will impact on people from different groups in different ways? (See guidance for list of 'protected characteristics' to consider)

Characteristic	Yes	No	Unknown	Explanation of impact
Age	✓			<p>Older people tend to feel vulnerable to incidences of anti-social behaviour. There is anecdotal evidence that reducing ASB may have a positive effect on older people's feeling of safety</p> <p>Young people are also adversely affected by ASB. But there is evidence that incidents of ASB perpetrated by Young People is higher than other age groups. While there is evidence of young people committing ASB, there is also anecdotal evidence that there is less tolerance towards young people, especially in groups. Therefore there may be a risk that young people are unfairly accused of ASB</p>
Disability	✓			Reducing anti-social behaviour could reduce the number of 'hate instances' experienced by disabled people
Gender reassignment	✓			Hate instances could also affect individuals undergoing gender reassignment. Reducing ASB in the identified areas might have a positive effect on this.
Pregnancy and maternity			✓	

	Yes	No	Unknown	
Race	✓			Reducing ASB could reduce the number of hate incidences relating to race. It could also encourage more people to use the specified areas
Religion/belief			✓	Reducing ASB could reduce the number of hate incidents relating to religion/belief
Sex		✓		There is little evidence to suggest one gender is more likely to be affected by ASB than another
Sexual orientation	✓			There are some reports of ASB relating to sexual orientation
Civil Partnerships and Marriage		✓		

Yes

No

Unknown

[\(Guidance\)](#)

Please expand on your answer:

Anti-social behaviour can also cover issues such as hate instances rather than hate crimes and these will impact on several of the protected characteristic groups. Reducing anti-social behaviour in the specified areas could help encourage more people with protected characteristics to use town centres and the other specified areas.

3. What is the risk that any aspect of the policy could in fact lead to discrimination or adverse affects against any group of people? (See guidance for list of protected characteristics?)

It is possible that young people and others could be unfairly accused of Anti-social behaviour. The issuing of fixed penalty notices (PNDs) to young people and individuals already in poverty may not succeed in reducing ASB and may result in escalation through the criminal justice system
Bridgend Community Safety Partnership will monitor this through their regular meetings.

What action has been taken to mitigate this risk?

[Guidance](#)

Police Officers and other officers with the powers to issue fixed penalty notices will receive guidance and training on the appropriate issuing of fixed penalty notices

Please expand on your answer:

Guidance and training to be provided to police officers and other relevant personnel

Updates on training, number of incidences and data on number of notices issued to be provided to Bridgend Community Safety partnership meetings

4. Could any aspect of the policy help BCBC to meet the main public sector duties? Bear in mind that the duty covers 9 [protected characteristics](#).

[Guidance](#)

Duty	YES	NO	Unknown
Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Act			x
Advance equality of opportunity between persons who a relevant protected characteristic and persons who do not share it	x		
Foster good relations between persons who share a relevant protected characteristic and persons who do not share it	x		

Please set out fully your reasoning for the answers given to question 4 including an awareness of how your decisions are justified.

Reduction of Anti-Social behaviour in town centres and other specified areas should encourage more people with protected characteristics to visit and use the areas and feel safe doing so.

5. Could any aspect of this “policy” assist Bridgend County Borough Council with its compliance with the Welsh Language Standards and the Welsh Language (Wales) Measure 2011 which are to consider:-

- whether the policy would impact on people’s opportunity to a) use the Welsh language in a positive or negative way and b) treat both languages equally;
- how the policy could be changed to have a positive effect or increase the positive effect on a) people’s opportunity to use the Welsh language and b) treating both languages equally;
- how the policy could be changed to minimise or remove any adverse effects on a) people’s opportunity to use the Welsh language and b) treating both languages equally.

Consultation on Public Safety Protection Orders will be fully bi-lingual. All materials produced will be bi lingual. Each area covered by a Public Safety Protection Order will need signs outlining the restrictions in place to be prominently displayed. This signage will all be bi lingual

6. Are you aware of any evidence that different groups have different needs, experiences, issues and/or priorities in relation to this policy?

Yes ✓

If 'yes', please expand:

There is some evidence that older people, disabled people and people from the Lesbian, Gay, Bisexual, and Transgender communities are disproportionately affected by anti-social behaviour. Reducing anti-social behaviour is likely to have a positive effect on these groups. Consideration will need to be given to the effect of issuing fixed penalty notices to young people and people living in poverty.

7. Is this policy likely to impact on Community Cohesion?

A reduction in anti-social behaviour is likely to encourage more people to feel safer when using town centres and other specified areas. This may encourage people to share facilities, experiences and venues and improve community cohesion

Conclusions

8. What level of EIA priority would you give to this policy? ([Guidance](#))

MEDIUM - full EIA within one year of screening

Please explain fully the reasons for this judgement including an awareness of how your decisions are justified.

Medium: The full EIA to be carried out using the findings of the 12 week statutory consultation

7. Will the timescale for EIA be affected by any other influence e.g. Committee deadline, external deadline, part of a wider review process?

The recommendations and proposals from the consultation will be made to cabinet in October.

[\(Guidance\)](#)

8. Who will carry out the full EIA?

Community Safety Partnership in conjunction with the Consultation and Engagement team and BCBC Equalities Officer

EIA screening completed by: Judith Jones

Date: 16 June 2017

When complete, this initial screening form and, if appropriate, the full EIA form must be sent to [Paul Williams](#).

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

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 for noting 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 reports have been published since the last meeting of Cabinet:-

<u>Title</u>	<u>Date Published</u>
Estyn Inspection Outcomes for the Bridge Alternative Provision Portfolio Pupil Referral Unit (PRU)	21 June 2017
Estyn Inspection Outcomes for Nottage Primary School	21 June 2017

4.2 Availability of Documents

These documents have been circulated to Elected Members electronically via Email and placed on the BCBC website. The documents have 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
19 June 2017

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Senior Democratic Services Officer – Committees
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Background documents: Reports referred to in this covering report.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

**INFORMATION REPORT OF THE INTERIM DIRECTOR OF
EDUCATION AND FAMILY SUPPORT**

**ESTYN INSPECTION OUTCOMES FOR THE BRIDGE
ALTERNATIVE PROVISION PORTFOLIO PUPIL REFERRAL UNIT (PRU)**

1. Purpose of report

1.1 This report informs Cabinet Members of the outcomes of the recent Estyn inspection of the Bridge Alternative Provision Portfolio PRU.

2. Connection to corporate improvement objectives/other corporate priorities

2.1 The information in this report relates to the following corporate priority:

- Supporting a successful economy

3. Background

3.1 The Bridge Alternative Provision Portfolio PRU was inspected by Estyn in March 2017 and the report was published on 26 May 2017. The full text of the report is available on the Estyn website: www.estyn.gov.uk

4. Current situation/proposal

4.1 Inspectors reached the following judgements:

Standards	Adequate - needs improvement
Wellbeing and attitudes to learning	Good
Teaching and learning experiences	Adequate - needs improvement
Care, support and guidance	Good
Leadership and management	Adequate - needs improvement

4.2 The report included the following recommendations:

- R1 Improve outcomes, especially for more-able pupils at key stage 4
- R2 Ensure that qualifications offered are at an appropriate level for the ability of the pupils
- R3 Ensure that pupils from Welsh-medium schools can continue their learning through the medium of Welsh
- R4 Improve the distribution of leadership responsibilities

4.3 The PRU will draw up an action plan, which shows how it is going to address the recommendations. Estyn will review the PRU's progress.

4.4 The local authority, with the Central South Consortium, will support the PRU to continue to improve outcomes and address all the recommendations.

5. Effect upon policy framework and procedure rules

5.1 There is no impact on the Council's policy framework or procedure rules.

6. Equality Impact Assessment

6.1 There are no direct equality impact issues arising from this report.

7. Financial implications

7.1 There are no financial implications arising directly from this information report.

8. Recommendation

8.1 It is recommended that Cabinet notes the content of this report.

Lindsay Harvey

Interim Corporate Director – Education and Family Support

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Background documents

Estyn inspection report

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

27 JUNE 2017

INFORMATION REPORT OF THE INTERIM DIRECTOR OF EDUCATION AND FAMILY SUPPORT

ESTYN INSPECTION OUTCOMES FOR NOTTAGE PRIMARY SCHOOL

1. Purpose of report

1.1 This report informs Cabinet Members of the outcomes of the recent Estyn inspection of Nottage Primary School.

2. Connection to corporate improvement objectives/other corporate priorities

2.1 The information in this report relates to the following corporate objective:

- Supporting a successful economy

3. Background

3.1 This school was inspected by Estyn in February 2017 and the report was published on 20 April 2017. The full text of the report is available on the Estyn website: www.estyn.gov.uk

4. Current situation/proposal

4.1 Inspectors reached the following judgements:

How good are outcomes?	Adequate
Standards	Adequate
Wellbeing	Good
How good is provision?	Good
Learning experiences	Adequate
Teaching	Good
Care, support and guidance	Good
Learning environment	Good
How good are leadership and management?	Good
Leadership	Good
Improving quality	Good
Partnership working	Good
Resource management	Adequate

The school's current performance is adequate because:

- most pupils make good progress during their time at the school;
- nearly all pupils behave well and have positive attitudes towards their learning;
- arrangements for ensuring pupils' health and wellbeing are thorough and successful;

- the curriculum provides a varied range of interesting learning experiences that match the needs and interests of many pupils; and
- effective support for pupils with additional learning needs ensures that most make good progress towards their individual targets.

However:

- at key stage 2, there are too many weaknesses in pupils' writing skills in English, and their oral and writing skills in Welsh are weak;
- more able pupils and those eligible for free school meals do not always do as well as they could;
- there are too few opportunities for pupils to participate in making decisions about their learning and about their life in school; and
- pupils do not have enough opportunities to develop their skills in literacy, numeracy and information and communication technology (ICT) systematically across all areas of learning.

The school's prospects for improvement are good because:

- the headteacher brings a fresh vision and a clear strategic direction for the school;
- staff share a strong partnership ethos and a renewed commitment to school improvement;
- the governing body understands the school's performance well and provides a strong level of challenge and support;
- the procedures for self-evaluation are robust and wide-ranging and they give leaders an accurate picture of the school's strengths and areas for improvement; and
- the school has a wide range of purposeful partnerships that enrich and support pupils' learning and wellbeing effectively.

4.2 The report included the following recommendations:

- R1 Raise the attainment of more able pupils in key stage 2 and of pupils who are eligible for free school meals
- R2 Improve pupils' writing skills in English and their oral and writing skills in Welsh in key stage 2
- R3 Provide increased opportunities for pupils to make decisions about their learning and their life in school
- R4 Ensure that teachers' planning enables pupils to develop their skills in literacy, numeracy and ICT systematically in all areas of the curriculum
- R5 Ensure that targets in the school improvement plan focus on measurable outcomes for pupils

4.3 The school will draw up a post-inspection action plan which will show how it will address the recommendations.

4.4 The local authority with the Central South Consortium will support the school to continue to improve outcomes and address all the recommendations.

5. Effect upon policy framework and procedure rules

5.1 There is no impact on the Council's policy framework or procedure rules.

6. Equality Impact Assessment

6.1 There are no direct equality impact issues arising from this report.

7. Financial implications

7.1 There are no financial implications arising directly from this information report.

8. Recommendation

8.1 It is recommended that Cabinet notes the content of this report and that the school's current performance are judged as "adequate" and prospects for improvement are judged "good" by Estyn.

Lindsay Harvey

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Background documents

Estyn inspection report

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