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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

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Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate

Deialu uniongyrchol / Direct line /: (01656)

643147/643148/643696

Gofynnwch am / Ask for: Andrew Rees

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Wednesday, 11 July 2018

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, 17 July 2018 at 14:30.**

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 3 - 24
To receive for approval the Minutes of 15/05/18 and 19/06/18.
4. Budget Monitoring 2018-19 - Quarter 1 Forecast 25 - 56
5. Public Consultation Public Spaces Protection Order Control of Dogs 57 - 62
6. Industrial Strategy Prospering from the Energy Revolution 63 - 90
7. Appointment of Local Authority Governors 91 - 104
8. Forward Work Programme 105 - 118
9. Information Reports for Noting 119 - 156
10. 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.
11. Exclusion of the Public

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The following item is not for publication as it contains exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5, Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

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

12. Approval of Exempt Minutes

157 - 160

To receive for approval the exempt minutes of 19/06/18

Yours faithfully

K Watson

Head of Legal and Regulatory Services

Councillors:

HJ David
CE Smith

Councillors

PJ White
HM Williams

Councillors

D Patel
RE Young

CABINET - TUESDAY, 15 MAY 2018

MINUTES OF A MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3 - CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 15 MAY 2018 AT 14:30

Present

Councillor HJ David – Chairperson

CE Smith
RE Young

PJ White

HM Williams

D Patel

Apologies for Absence

Officers:

Gill Lewis	Interim Head of Finance and Section 151 Officer
Kelly Watson	Group Manager Legal & Democratic Services
Mark Shephard	Corporate Director - Communities
Susan Cooper	Corporate Director - Social Services & Wellbeing
Andrew Rees	Senior Democratic Services Officer - Committees
Lindsay Harvey	Corporate Director Education and Family Support

201. DECLARATIONS OF INTEREST

None.

202. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of Cabinet of 24 April 2018 were approved as a true and accurate record.

203. EMPTY PROPERTIES OFFICER

Councillor N Clarke presented the recommendations of the Subject Overview and Scrutiny Committee 3 in relation to the recruitment of the Empty Properties Officer which the Committee had considered at its meeting on 21 March 2018. She stated that the report considered by the Overview and Scrutiny Committee set out the role of the Empty Properties Working Group and specifically the benefits of creating a role of Empty Homes Officer and what remit the role would hold.

Councillor Clarke informed Cabinet as at December 2017 there were 1233 private sector residential properties empty for 6 months or longer, 50% of those properties had lain empty for 6 to 12 months, however, 31% of properties have been empty for 2 or more years. Councillor Clarke also informed Cabinet that there are currently 18 derelict chapels and churches across the county borough, the majority of which (72%) are in the valleys areas and could be considered for conversion into residential accommodation.

The Leader placed on record his thanks to the Subject Overview and Scrutiny Committee 3 on the work it had undertaken in producing recommendations on the recruitment of the Empty Properties Officer and he advised that Cabinet would be considering the recommendations in due course. He stated that consideration would need to be given as to where the resource of an Empty Properties Officer best fits as it is one which cuts across all Directorates. The Deputy Leader also stated that Cabinet would consider the recommendations and tackling empty properties was part of the manifesto of Cabinet and Labour Group. He commented that the issue of empty

properties was not only confined to this Borough but was one which stretched across the region with different approaches being taken to tackle the problem and there was a need to look at best practice elsewhere in the region.

RESOLVED: That Cabinet agreed to consider the recommendations of the Subject Overview and Scrutiny Committee 3 and receive a further report from officers on the following recommendations:

- (1) to recruit a dedicated Empty Properties Officer to address the problems with Empty Homes in Bridgend County Borough;
- (2) that once the Empty Properties Officer is appointed they become the co-ordinator of the Empty Properties Working Group.

204. RATIONALISATION OF SUPPORTED BUS SERVICES 2018/2019

The Corporate Director Communities reported on the outcome of the public consultation exercise undertaken to reduce the amount of subsidy by the Council for bus services by £188,000 as agreed in the Medium Term Financial Strategy. He also sought the views of Cabinet as to whether on the basis of the consultation exercise and the comments made by the Corporate Overview and Scrutiny Committee; any changes should be made to the original proposal.

He reported that the Council and Welsh Government support the provision of regional and local bus services by subsidising routes that are not commercially viable. These services serve routes that enable residents who live along them to access employment, education, health care and social activities. He informed Cabinet that a savings target of of £188,000 in 2018/19 was identified in Medium Term Financial Strategy, which would leave £130,000 for supported bus services.

The Corporate Director Communities outlined a table which identified bus routes which it was proposed will have their financial subsidy removed and which formed the basis of consultation. Consultation on the proposed service reductions has been implemented to gather views and opinions on the potential impact of the reductions in order to meet the proposed budget reduction of £188,000 in 2018/19, as part of the Council's Medium Term Financial Strategy. He highlighted the responses received to the consultation and commented that it was clear that the majority of respondents considered that the loss of local bus services is of concern to communities. He informed Cabinet that it was unknown at the present time if the commercial element of bus services would continue to operate on the partly funded routes, or if the commercial element would be extended into the currently subsidised services. It was also unknown whether the current Community Transport operator would be able to replace any or all of the proposed bus routes identified for withdrawal. Officers will continue to work and liaise with the Community Transport operator to focus on the areas of Bridgend which have reduced local bus services and seek to ensure that the community transport service provided is as effective as possible. The consultation was considered by the Corporate Overview and Scrutiny Committee and he highlighted the matters raised by the Committee and the responses by officers to those points for consideration by Cabinet.

The Corporate Director Communities informed Cabinet that if the full level of saving of £188,000 approved in the MTFs, as a result of the proposal to remove subsidies for the identified routes is not met, it would need to be met from elsewhere, either from additional savings elsewhere in the Communities Directorate or offset by allocating funding from the small unallocated budget as a result increasing the Council Tax from 4.2% to 4.5%.

The Cabinet Member Communities thanked the citizens of the Borough for engaging in the consultation process and that the public meetings which he had attended were well conducted and measured. He believed there was scope for maintaining subsidy to the 3 services which had scored the highest following assessment by officers, namely services numbered 51, 803 and 61 for 1 year only, to allow officers to engage with bus operators and engage with Town and Community Councils. He informed Cabinet that many local authorities had removed all subsidies from local bus routes and he asked that bus operators work with the Council in order to salvage services.

The Deputy Leader stated that the Council was not cutting bus routes, but was removing subsidies from routes and he encouraged the public to use public transport. He also stated there was a duty on the Council to use public funds wisely and that discussions could be held with the Health Board and Town and Community Councils in order to make a contribution towards the subsidy of routes to assist the public in accessing health care and community facilities. The Cabinet Member Education and Regeneration commented on the need to sustain services and to work with the bus operators, especially those routes which have a long history, are well used and are strategically important.

The Leader commented on the need for the Council to make savings of £32m over the next 4 years and it was important that Cabinet respond to the consultation in order to try and sustain some of the services. He stated that officers will work with developers of new housing to seek contributions in order to sustain bus routes where possible.

RESOLVED: That Cabinet:

- (1) Considered the content of the consultation report and Equality Impact Assessment, together with the comments made by the Corporate Overview and Scrutiny Committee;
- (2) Determined that it wished to maintain the subsidy to the 3 services which had scored the highest following assessment by officers, namely services numbered 51, 803 and 61 for 1 year and approved that unallocated funding set aside from the additional increase in Council Tax is used to offset any reduction in the approved saving in the MTFS of £188,000;
- (3) Authorised officers to enter into vigorous dialogue with bus operators to maintain other services the subject of subsidy.

205. CAPITA GLAMORGAN CONSULTANCY LIMITED

The Corporate Director Communities sought approval to make a change to the Council's nominated Director on the Joint Venture Board; delegate to the Chief Executive the powers to agree and execute proposed amendments to the Articles of Association of the Company and to enter into the Variation Agreement and powers to agree and execute any future amendments to the Articles of Association and to enter into any future Variation Agreements in consultation with the Head of Finance; delegate any shareholder rights (including voting rights) of the Council and other powers of control available to the Council as a shareholder in the company and delegate authority to the Chief Executive in consultation with the Head of Finance where any such consents will have any financial ramifications for the Council to give any consents any required from the Council to ensure any statutory compliance by the Company.

The Corporate Director Communities reported that the Capita Joint Venture demonstrates collaborative partnership working between local authorities and the private sector in developing and delivering services. It also supports the Council's priority of supporting a successful economy by retaining quality jobs in the area and having the expertise available locally to tackle highway, transportation and regeneration projects in the region.

The Corporate Director Communities reported that Capita Glamorgan Consultancy is a Joint Venture Company between Capita Symonds Limited (51% shares), RCT Council (28% shares), Bridgend County Borough Council (15% shares) and Merthyr Tydfil Council (6% shares). The JV Company commenced trading from 1 September 2008 and now trades under the brand name 'Redstart' since 2017.

He reported that in February 2016, it was agreed that the Articles of Association need amendment, the amendments had now been negotiated and agreed which had also led to amendments to the Joint Venture Agreement and Services Agreement. He also confirmed that the delegation of powers is in line with the way the other local authorities are operating.

RESOLVED: That Cabinet:

1. approved the appointment of the post holder of Head of Service for Adult Social Care to replace the Corporate Director of Communities as Director of the Company, to be confirmed at the next Board meeting of the Company.
2. delegated to the Chief Executive Officer the powers to agree and execute the proposed amendments to the Articles of Association of the Company in consultation with the Head of Finance on behalf of the Council and to enter into the Variation Agreement to amend the Joint Venture Agreement and Services Agreement.
3. delegated to the Chief Executive Officer the powers to agree and execute any future amendments to the Articles of Association of the Company in consultation with the Head of Finance on behalf of the Council and to enter into any future Variation Agreements to amend the provisions of the legal documentation entered into by the Council regarding the establishment of the Joint Venture Company and where the Chief Executive Officer deems it necessary, the Chief Executive Officer shall report to Cabinet on such amendments to the Articles of Association or such Variation Agreements.
4. delegated any shareholder rights (including voting rights) of the Council and other powers of control available to the Council as a shareholder in the Company as specified in the Joint Venture Agreement and (Articles of Association) where they are not specified in the agreement as being exercisable by the Council's appointed Director, to the Chief Executive Officer in consultation with the Head of Finance, including those shareholder rights referred to as Shareholder Protection rights in the Joint Venture Agreement.

5. delegated authority to the Chief Executive Officer in consultation with the Head of Finance where any such consents will have any financial ramifications for the Council to give any consents required from the Council to ensure any statutory compliance by the Company.

206. CAR PARKING REVIEW

The Corporate Director Communities reported on proposals for Cabinet to consider management of parking within Bridgend County Borough and options and strategies going forward.

He informed Cabinet that the Council is responsible for 28 off-street car parks, of which 10 are run as pay and display car parks, 3 of those being short stay, 2 short and long stay and 5 being long stay. He stated that the Council has received many requests for residential parking control but due to issues associated with enforcement and cost, has been unable to accede and implement such requests. Cabinet at its meeting on 1 April 2014 agreed recommendations on a strategy for the introduction of residents permit parking. The Council also commissioned a review of public car parks as well as the staff / member car parking scheme. However this was deferred due to the Rhiw development and staff moves as a result of the closure of the Sunnyside building.

The Corporate Director Communities reported that the current tariff structure for off-street parks has not changed since 2007. He stated that as the Rhiw car park has returned to use, following re-development, it was appropriate to re-instigate the parking management review to include a number of other issues which had been brought to officers' attention.

He outlined in detail proposals along with recommendations in each of the following issues:

- Current tariffs for all the Council's Pay and Display Parking and Staff Parking
- Residents Parking in Bridgend Town
- Limited Waiting Parking for on Street Parking, Porthcawl
- Possibility of user payment in other car parks within the County Borough
- Provision of Electrical Charging points in the Rhiw Car park
- Methods of payment for existing pay and display machines
- Welsh Language Act compliance for Pay and Display machines
- Charging for dispensation permits for Contractors in Bridgend Town Centre
- Security- Opening and locking of car parks and callout
- Community Asset transfer of car parks
- Structural resilience of all Bridgend car parks

The Corporate Director Communities reported that the changes in parking tariffs identified were not expected to result in a significant abstraction or migration of current users within the car parks although this remained a risk. He stated that the simplification in the tariff structure was seen as supporting visitors to the town centre and may encourage a longer stay. It was currently forecast, although not guaranteed, that the changes proposed may create a surplus over the current charging regime in the region of £50,000, which would be used to reduce the deficit on the budget and make general repairs to existing car parks where possible. He informed Cabinet that the change in tariff at Rest Bay Car Park was estimated to create a surplus of approximately £20,000; however any increase must be reinvested within Locks Common. He stated that there is currently a capital allocation of £128,000 for the introduction of residents parking in Bridgend Town which would be used to introduce the proposed scheme. The

introduction of a Limited Waiting Traffic Order to the front in Porthcawl had a cost implication of £40,000, while the introduction of electrical charging points in the Rhiw Car Park had a cost implication of £20,000. However, their introduction could not take place until funding had been secured and in the case of the parking proposal to the front in Porthcawl, consultation had taken place. The Corporate Director Communities stated that there is currently a budget of £110,000 for remedial measures to car parks within the capital programme and works associated with the structural resilience of the Brackla 1 car park would be utilised to carry out minor works.

The Cabinet Member Communities welcomed the consultation on the parking proposals in Porthcawl and for the simplification of parking tariffs and was interested to see how the introduction of Ultra Low Emission Vehicles (ULEV) charging infrastructure develops. In commending the proposals, he thanked the officers for producing the report which had been resource intensive. The Leader commented that the proposals at this stage are subject to consultation which he encouraged the public to take part. He commented that there was no reference in the proposals to introduce charging for blue badge holders and he gave a commitment for that to continue.

The Interim Head of Finance informed Cabinet that the maintenance of car parks outweighs the income derived from car parking charges. She stated that all Councils will have to consider increasing charges as part of the budget process and that the Budget Research and Evaluation Panel would be considering income and charges levied.

RESOLVED: (1) That Cabinet authorised the Corporate Director-Communities:

- Recommendation 1:** To consult on the proposal to simplify the parking tariffs on all short stay car parks and if appropriate implement
- Recommendation 2:** To consult on the proposal to simplify the tariffs in all long stay car parks except Rest Bay and Brackla 1 multi-storey (adjacent to Asda) and if appropriate implement
- Recommendation 3:** To consult on the proposal to standardise the times of Brackla 1 (adjacent to Asda) to be the same as other long stay car parks, and also simplify the tariffs to be the same as other long stay car parks and if appropriate implement
- Recommendation 4:** To consult on the proposal to change charging times in Rest Bay Car Park to offer users more choice and flexibility and also to simplify the tariffs and if appropriate implement
- Recommendation 6:** To consult on the proposal to convert all of the Bowls Car Park and Tremains Car Park parking spaces to long stay spaces to simplify the parking experience.
- Recommendation 7:** To consult on the provision of limited Waiting along Porthcawl Front (including Eastern Promenade) and if appropriate introduce new restrictions.
- Recommendation 8:** Implement the introduction of a pilot scheme in the Rhiw to introduce ULEV charging infrastructure charging machines subject to funding being secured.
- Recommendation 9:** Progress upgrading of current pay and display machines.

Recommendation 10: To explore and if appropriate introduce an administration charge for permits for vehicles to park on street which require dispensation.

Recommendation 11: The Authority investigate and implement if appropriate, the recovery of out of hours release costs for council owned car parks.

(2) That Cabinet noted the following:

Recommendation 5: Staff/elected member parking permits be reviewed annually and those staff and elected members who have dedicated parking spaces/zones have a higher differential of £5 per month. All permits will also include Saturdays to encourage use of town centre car parks on the weekend.

Recommendation 12: The CAT Officer explores Community Asset Transfers of non-chargeable carparks.

207. SCHOOL ATTENDANCE STRATEGY

The Interim Corporate Director Education and Family Support sought approval and adoption of the School Attendance Strategy for 2018-2021.

He informed Cabinet there is a clear link between good educational attainment and high levels of attendance, while poor attendance and also late arrival at school has a detrimental effect on a child's learning and can have a significant impact on their wellbeing. He stated that the school attendance strategy has been reviewed and updated to take into account national guidance and good practice.

The Interim Corporate Director Education and Family Support reported that over the 2013-2016 academic years, school attendance rates had seen an overall improvement. There had been a slight decline in 2016-2017, with primary school attendance being 95.1% and ranked 5th in Wales, while secondary school attendance for the same period was 94.2% and ranked 7th in Wales. The slight decline in attendance remained above the Wales and Central South Consortium averages. He informed Cabinet that support and guidance is provided to all schools by the Education Welfare Service and other support agencies and attendance panels continue to be implemented in order to share good practice in schools, although further work was needed to ensure consistency across all the authority's schools.

The Cabinet Member Education and Regeneration in commending the School Attendance Strategy was pleased to note that it was a continuation of the previous strategy. He expressed his concern at the use of Fixed Penalty Notices by some local authorities but was assured by the Interim Corporate Director Education and Family Support that they were used as a last resort. The Interim Corporate Director Education and Family Support informed Cabinet that the authority had served 40 Fixed Penalty Notices in the last 5 years for non-school attendance.

RESOLVED: That Cabinet formally approved and adopted the local authority's school attendance policy for 2018-2021.

208. URGENT ITEMS

There were no urgent items.

CABINET - TUESDAY, 15 MAY 2018

The meeting closed at 15:44

MINUTES OF A MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3 - CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 19 JUNE 2018 AT 14:30

Present

Councillor HJ David – Chairperson

PJ White D Patel

Apologies for Absence

CE Smith, HM Williams and RE Young – Due to other Council business

Officers:

Gill Lewis	Interim Head of Finance and Section 151 Officer
Kelly Watson	Group Manager Legal & Democratic Services
Darren Mephram	Chief Executive
Mark Shephard	Corporate Director - Communities
Susan Cooper	Corporate Director - Social Services & Wellbeing
Mark Galvin	Senior Democratic Services Officer - Committees
Lindsay Harvey	Corporate Director Education and Family Support

209. DECLARATIONS OF INTEREST

None

210. FINANCIAL PERFORMANCE 2017-18

The Interim Head of Finance presented a report, the purpose of which, was to provide Cabinet with an update on the Council's financial performance for the year ending 31 March 2018.

The report gave some background information, confirming that on 1 March 2017 Council approved a net revenue budget of £258.093m for 2017-18, along with a capital programme for the year of £63.854m, which had been updated during the financial year to take into account new approvals and slippage of schemes into 2018-19.

The next section of the report, outlined in Table 1 a comparison of budget against actual outturn at 31 March 2018, confirming that the overall outturn as at the above date was an underspend of £387k which has been transferred to the Council Fund.

Table 2 in the next section of the report, included Virements and technical adjustments processed during Quarter 4, whilst paragraph 4.2 of the report highlighted Budget Reductions for 2016-17 and 2017-18 and the continued monitoring of these by the Chief Executive and Directors.

The next part of the report gave a commentary on the financial position of the Authority's main service areas (see Appendix 3 for further details), as well as comments on the most significant variances within each of the different areas of Council Directorates.

Paragraph 4.4 of the report, then gave Cabinet an update on the Council's Capital Programme for 2017-18, including new approvals that are either grant funded or relating to schemes that were funded from revenue but have been re-categorised as capital expenditure, in line with accounting requirements, for example ICT equipment (£151k)

and minor works. Paragraph 4.4.3 showed details of the main schemes where slippage was required, and the reasons for the slippage.

Appendix 4.4.4 then outlined details of the individual schemes within the Capital Programme, showing the budget available in 2017-18 compared to the actual spend. The Interim Head of Finance confirmed that the total expenditure as at 31 March 2018 was £36.584m, resulting in a small underspend of £39k on BCBC resources, which would be returned to the capital receipts fund.

The report then referred to Earmarked Reserves of the Council, including the drawdown from these during 2017-18. Table 6 in the report gave further detailed movement on these for the above period. A full breakdown of the position regarding Earmarked Reserves was provided in Appendix 5 to the report.

Finally, Table 7 in 4.5.3 of the report showed the Net Appropriations to/from Earmarked Reserves during Quarter 4.

A Member referred to page 12 of the report and noted that there was a £1.183m overspend in the area of Looked After Children (LAC) during the last 3 years, and she asked if the position here was improving.

The Corporate Director – Social Services and Wellbeing advised that numbers of LAC were fluctuating but also showing signs of reducing, so therefore, overspend in this service area would hopefully continue improving in the future.

A Member also noted that the increase in numbers of children at primary and secondary schools was resulting in the Council having to provide further Home to School Transport provision as well as looking to provide an increase with regard to Safe Routes to Schools.

The Interim Corporate Director – Education and Family Support confirmed that this was the case, and that this was work in progress, and that he would be furnishing Cabinet with updates on the above in due course, when these pieces of work had been completed.

The Leader concluded debate on this item, by advising that the Council had reduced £400k of the overspend, as a result of increasing the use of In-House Foster Carers as opposed to more expensive Independent Foster Carers.

RESOLVED: That Cabinet noted the actual Revenue and Capital Outturn position for 2017-18.

211. **PROPOSAL TO INCORPORATE THE SHARED INTERNAL AUDIT SERVICE (RIASS) INTO A LARGER SERVICE HOSTED BY THE VALE OF GLAMORGAN COUNCIL TO INCLUDE TWO ADDITIONAL COUNCILS**

The Interim Head of Finance and S151 Officer presented a report, which set out a proposal for the Council's Internal Audit Service which is already part of an existing Regional Internal Audit Shared Service (RIASS) hosted by the Vale of Glamorgan Council, to become part of a larger collaboration.

The background to the report highlighted that an arrangement had been in place since 2012, whereby BCBC and the Vale of Glamorgan Council had a partnership arrangement in place with regard to the provision of Shared Internal Audit Service.

The Interim Head of Finance and S151 Officer advised that as the report suggested, there was a proposal now to extend this partnership to include two further local authorities, i.e. Rhondda Cynon Taf and Merthyr Tydfil CBC's. This would assist the Service then being able to deliver the Audit Plan, through the filing of vacant posts which were presently too difficult to recruit to

She explained that an extension of this collaboration would also further improve the resilience of the service through a larger team of staff, when compared to the current set-up of smaller separate teams across fewer authorities.

The Interim Head of Finance and S151 Officer confirmed that the Vale of Glamorgan CBC would still be the single employing authority for staff, and that appropriate staff in the two new Authorities extending the Service would be subject to TUPE arrangements and transferred over to the host Authority. This would not affect BCBC staff however, she added.

The Leader advised that this was an excellent example of local authorities taking the lead to work together through a collaborative arrangement, as opposed to being Welsh Government led.

RESOLVED: That Cabinet:

- (1) Approved the proposal for the RIASS to expand to include RCT and Merthyr with the Vale of Glamorgan Council continuing to operate as the host authority;
- (2) Authorised the Interim Head of Finance and Section 151 Officer, in consultation with the Monitoring Officer, to make the necessary arrangements for Bridgend County Borough Council to become part of an enhanced RIASS subject to an agreed Partnership Agreement and Contract;
- (3) Noted that subject to approval, this report will be presented to the Council's Audit Committee and the Committee will be tasked with overseeing the required implementation arrangements during 2018/19.

212. NON DOMESTIC RATES: DISCRETIONARY RELIEF: HIGH STREET RATES RELIEF SCHEME 2018-19

The Head of Finance and S151 Officer submitted a report, seeking Cabinet approval to adopt the Welsh Government's High Street Rates Relief Scheme for 2018/19.

She confirmed that Welsh Government had announced this initiative would be available for 2018-19 to support businesses within the retail sector in Wales. The Scheme set out the various categories of premises that would benefit from Relief, and these were detailed in Appendix A to the report.

She further confirmed that the Council would fund the initial cost for the Scheme, but would then be refunded accordingly by Welsh Government.

The Head of Finance and S151 Officer confirmed that in order to accommodate the Scheme, there would be a need to give the Chief Executive a delegation under the Council's Scheme of Delegation, along the lines shown in paragraph 4.3 of the report.

Once the Scheme was adopted, the Council would be obliged to comply with the Welsh Government's rules in applying the Scheme she added.

The Cabinet Member for Social Services and Early Help felt that this was a good initiative, which around 391 retailers could benefit from, and he asked if the Council would write to retailers advising them of the Scheme, or would they have to approach the Council to benefit from it.

The Head of Finance and S151 Officer confirmed that she was sure that the Council would advise local businesses of the Scheme, as opposed to them approaching the Council themselves, though she would double check that this was the process.

In response to a further question, she added that the Scheme also informs business owners that if they participate in the Scheme, they must not breach State Aid Rules.

The Leader advised that he hoped the Scheme could be adopted as quickly as possible, in order that local businesses could benefit from it without delay.

The Head of Finance and S151 Officer advised that she would ensure that this would be the case, but added that local authorities would not know if the Scheme is going to be recurring until April 2019.

RESOLVED: That Cabinet:

- (1) Adopted the Non-Domestic Rates High Street Rates Relief Scheme as detailed within Appendix A to the report.
- (2) Approved the amendment to the Scheme of Delegation of Functions as set out at paragraph 4.3 of the report.

213. BRIDGEND COUNTY BOROUGH COUNCIL TREE MANAGEMENT POLICY

The Corporate Director – Communities advised that the purpose of the report, was to highlight the value of Bridgend County’s Urban Tree population and undertake priority tree management works and approval of a long term Tree Management Policy for BCBC.

He explained that the work was set against a backdrop of consideration for health and safety, as well as best practice in relation to environmental preservation and enhancement.

The Corporate Director – Communities confirmed that in 2005 BCBC produced a corporate policy to deal with complaints received in respect of trees on Council owned land, excluding trees affecting the Highway. Since this time, a tree protocol and checklist had been prepared and used as an initial tree assessment.

Paragraphs 3.8 and 3.9 of the report, then highlighted certain statistical information regarding trees situate within the County Borough, and how these assisted the environment.

He then confirmed that a cross Directorate Working Group had been subsequently established, in order to consider options for a future approach towards the management of trees on BCBC owned land. The focus here, was to review the Council’s current approach towards tree management and put in place a new Policy, Procedures and Management Plan, with a dual focus on the elements of health and safety and environmental preservation and enhancement. These options were included in paragraph 4.2 of the report.

He then referred Members to paragraph 4.7 of the report, whereby it confirmed that a new Tree Management Policy had been developed, which was attached at Appendix 1 to the report.

The Corporate Director – Communities advised that BCBC received many requests from the public to carry out works to trees that are considered as non-essential. He added that works considered as such in this Policy would not be undertaken.

He further added that the Tree Management Policy stated that BCBC would aspire to lead by example at sites within its control, by planting and where practicably possible, seeking to encourage the planting of trees and woodland on sites not owned by BCBC.

In respect of the report's financial implications, the Corporate Director – Communities advised that a sum of £70k had been made available through a earmarked reserve to undertake parts (a), (b), (d) and € outlined in paragraph 4.2 of the report. £21,355 was spent in 2017/18 and a further £13,615 spent in 2018/19. This left £35,030 to action the most dangerous trees (available in earmarked reserve).

Cabinet Members commended the report.

RESOLVED: That Cabinet:

(1) Noted the findings of the Valuing Urban Trees report.

(2) Noted the progress made to establish a new approach towards the management of BCBC's existing trees and approve the approach towards tree planting.

(3) Approved the new BCBC Tree Management Policy.

214. PROVISION OF PUBLIC CONVENIENCES

The Corporate Director – Communities presented a report, that sought Cabinet approval on the future provision of public conveniences across the County Borough as set out in the body of the report.

He explained that an agreed saving had been set aside as part of the MTFs proposals, in respect of the provision of Council owned and operated public toilets.

By way of background information, he then reminded Cabinet that in 2015 the Council consulted with the public on the provision of public conveniences, and following this, the number of toilets in the BCB town centres was reduced from 9 to 6 and male only urinals across the County Borough were de-commissioned.

Paragraph 4.1 of the report then showed in Table format, the location of public toilets in the County Borough and their opening times, while paragraph 4.2 advised of a public consultation survey that was carried out over an 8 week period between February and April 2018, and the next sections of the report outlined details of the findings and outcomes of this. The Corporate Director – Communities confirmed that whilst the feedback received was taken on board, some action in terms of closing certain public conveniences had to be considered in order to make the savings outlined in the MTFs.

Full details of the public consultation and its findings were attached at Appendix A to the report, whilst paragraph 4.21 contained details of current planned public convenience provision and operating arrangements for Council operated public toilets in Maesteg, Bridgend and Porthcawl including recommendations as to the future operation of these.

The Corporate Director – Communities concluded his submission by advising Members of the report's financial implications.

The Cabinet Member for Social Services and Early Help advised that it was positive to see certain Town/Community Council's becoming involved in the support some public conveniences in an attempt to keep these in operation, through CAT etc.

The Leader concluded debate, by thanking Overview and Scrutiny for their input and for the recommendations they had previously put forward with regard to this matter.

RESOLVED: That Cabinet:

- (1) Approved the proposed course of action detailed in the report, specifically the actions presented in section 4.21 of the report.
- (2) Approved the signposting of the toilets in the reception of the Civic Offices for use by the public (to be funded via the streetscene revenue budget), as recommended by Scrutiny members in section 4.22 of the report.

215. **BRIDGEND MARKET - IMPROVEMENT PLAN**

The Corporate Director – Communities submitted a report, so as to recommend to Cabinet the approval and implementation of a Management Improvement Plan for Bridgend Market.

He confirmed that many traders had cited the high relative rents (as compared to both retail units in Bridgend town centre and those at other similar markets in Wales) and the resultant current high vacancy as their main reasons for leaving the market.

The report also advised that Watts and Morgan had advised that vacant plots in the market were available and not being filled, as the rents for these were being set too high. This factor was also having an effect on the amount of rent that BCBC were recouping, which was not as good as it could be, if rental levels for spaces there were reduced to a more reasonable level that would increase the interest of traders to take up these spaces. This would also then assist in increasing footfall in Bridgend town centre he added.

The next section of the report, then referred to marketing proposals for the Indoor Market together with some proposals regarding future terms of leasing.

With regard to the report's financial implications, the Corporate Director – Communities advised that a permanent reduction in existing traders rents of 25% frozen until April 2020, will increase the rental shortfall at the market by £43,500 per annum. A rental reduction for new traders was proposed to attract them to the market. This reduction will result in less income on an individual stall basis, from current rates, but collectively this may not result in a dramatic overall fall in income if the number of stalls occupied and hence paying rent increases.

The Officer concluded by stating that the proposed changes will result in a budget shortfall that will be addressed corporately through earmarked reserves in 2018/19. However, a longer term solution will need to be developed once the earmarked reserve had been exhausted.

The Leader advised that the Rhiw Shopping Centre, Bridgend Town Council and Bridgend Improvement District had been working with Cabinet and local Members to

support the reports proposals, as well as traders also having a major input, with a view to improving the current position. He further added that it was important for the public to be aware that BCBC actually leased rather than owned the Indoor market at a cost of £120k per annum.

RESOLVED: That Cabinet agreed to:

- (1) Introduce a permanent reduction in the Bridgend Market rent for current traders of 25%, effective as at 1st July 2018, with rents to be frozen until April 2020.
- (2) Reduce asking rents quoted by Watts & Morgan. The new proposed rents would be dependent on the size of the individual stall and would reflect Watts & Morgan's advice.
- (3) Allow new traders tenancies which offer more flexible terms of occupation. It is anticipated that these specific changes will increase the number of lettings and in turn, improve the vibrancy and occupancy of Bridgend market.
- (4) Embark on a programme of marketing and capital investment initiatives, within existing budgets and in partnership with the Rhiw Shopping Centre owners to improve the signage, displays, environment and utility of the Market, including a new open 'Central Market Square'
- (5) Authorised the Corporate Director - Communities, in consultation with the Head of Finance to action these changes.
- (6) Noted the actions of the Bridgend Market Partnership in collaboration with interested parties in seeking to bring about long term the effective change in Bridgend Market.

216. VISIT WALES REGIONAL TOURISM ENGAGEMENT FUND, PORTHCAWL SEASCAPE PROJECT (DISCOVER PORTHCAWL)

The Corporate Director – Communities presented a report, to update Cabinet on an application for funding to the Visit Wales Regional Engagement Fund (RTEF) and to seek Cabinet approval to enter into agreements with delivery partners Credu Charity Ltd (formerly Harbourside Community Interest Company (CIC)) and Awen Cultural Trust to support the delivery of the Porthcawl Seascape Project.

He confirmed that BCBC had a strong track record in delivering partnership projects through Visit Wales Regional Tourism Engagement Fund (RTEF), as well as understanding the value of tourism in the Bridgend County Borough not just within coastal areas but in other parts of the Borough also.

He advised that the Council had been successful with a bid, and had been awarded £78k towards a total project cost of £90k for the above. The project was also being funded by others as illustrated in paragraph 4.6 of the report, while paragraphs 4.4 and 4.5 outlined the type of activities and experiences the project would produce.

Finally, the Corporate Director – Communities advised that BCBC would be the lead organisation in the co-ordination and support of the Porthcawl Seascape Project, and that BCBC's contribution of £12k had been secured within the Directorates budget for 2018/19.

RESOLVED: That Cabinet:

- (1) Noted the approval of funding through RTEF for the delivery of the Porthcawl Seascape Project.
- (2) Authorised the Corporate Director Communities in consultation with the Solicitor for the Council (and Monitoring Officer), to enter into agreements with Credu Charity Ltd and Awen Cultural Trust, for the delivery of their respective aspects of the project.

217. PROVISION FOR PUPILS WITH ADDITIONAL LEARNING NEEDS (ALN):- ESTABLISHING A LEARNING RESOURCE CENTRE (LRC) FOR PUPILS WITH AUTISTIC SPECTRUM DISORDER (ASD) AT PENCOED PRIMARY SCHOOL - OBJECTIONS REPORT

The Interim Corporate Director – Education and Family Support presented a report, that informed Cabinet of the outcome of the statutory objections process conducted by BCBC in respect of the proposal to establish an ASD LRC at Pencoed Primary School.

He confirmed to Members, that in order to progress a proposal to establish this as of 1 September 2018, consultation exercises were carried out between 9 February and 23 March 2018, with staff, governors, parents and pupils of Pencoed Primary School, as well as the wider community in accordance with the statutory School Organisation Code 2013.

The Interim Corporate Director – Education and Family Support confirmed that no objections were received during this public notice period.

The Cabinet Member for Future Generations and Wellbeing was pleased to see that more children with ALN will be supported to continue in mainstream schools.

RESOLVED: That Cabinet:

- (1) Noted that no objections were received to the above during the public notice period, and as a consequence.
- (2) Approved the implementation of the proposal.

218. CWMFELIN PRIMARY SCHOOL CAPITAL PROJECT

The Interim Corporate Director – Education and Family Support presented a joint report in order to seek approval from Cabinet to recommend to Council a revision to the Capital Programme for 2018 to 2028, to include a budget of £165k for the build of a new classroom at Cwmfelin Primary School.

He advised that on 3 March 2015 Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend, and 5 key principles were set out to inform the organisation and modernisation of schools, as was detailed in paragraph 3.1 of the report.

He explained that there were a set of principles which were relevant to primary schools, in order to ensure that they were large enough for purpose, and for efficiency and effectiveness in terms of pupil learning, and teaching. The situation regarding the insufficient size of classroom spaces at this particular school, was putting pressure on teaching and learning these, and the provisions of the report, confirmed how this was to be achieved in the future.

The Interim Corporate Director – Education and Family Support, confirmed that the estimated cost of the project, ie to provide a new build classroom space to accommodate 20 pupils is £165k, and a earmarked reserve had been set aside for this purpose in the sum of £150k.

He added that the shortfall would be provided jointly by the School and Education and Family Support Directorate on 1 50:50 basis.

The Cabinet Member for Social Services and Early Help noted the recommendations of the report, asked if the projected extra space being provided at the School was based on future projected numbers of pupils; if this was adequate, and if so, for how long.

The Interim Corporate Director – Education and Family Support, confirmed that extra space being provided had been calculated on the basis of future estimated growth in the area together with considering also the demographics of the locality the School is situate in.

RESOLVED: That Cabinet gave approval for a report to be submitted to Council for approval to amend the Capital Programme to include a budget of £165k to fund the new build classroom space at Cwmfelin Primary, to be met from earmarked reserves, the school and Education and Family Support Directorate budgets.

219. **RE-ALLOCATION OF THE COUNCIL'S SCHEME OF DELEGATION OF FUNCTIONS RELATING TO THE OPERATIONAL AND PARTNERSHIP SERVICES DIRECTORATE**

The Monitoring Officer presented a report, seeking Cabinet approval for the transfer of Executive functions within the Scheme of Delegation of Functions currently allocated to the Corporate Director – Operational and Partnership Services.

The report advised, that in order to maintain effective decision making processes, it was proposed that all Executive Functions in Schemes B1 and B2 of the Scheme be allocated from the above post which now no longer exists, to the Monitoring Officer, with the exception of those functions outlined in paragraph 4.2 of the report relating to Housing Functions, which be re-allocated to the Chief Executive.

The Solicitor to the Council and Monitoring Officer advised Cabinet that a report would be presented to Council tomorrow proposing similar changes to the Scheme of Delegation of Functions for the Council (as opposed to Cabinet) decisions within Schemes B1 and B2.

RESOLVED: That Cabinet:

- (1) Approved the transfer of Executive functions within the Council's Scheme of Delegation of Functions from the Corporate Director Operational and Partnership Services to the Monitoring Officer.
- (2) Approved the transfer of Executive functions outlined at paragraph 4.2 of the report from the Corporate Director Operational and Partnership Services to the Chief Executive.
- (3) Noted that a report will be presented to Council proposing a similar change to the Scheme of Delegation of Functions for Council decisions.

220. REVISED CONTRACT PROCEDURE RULES

The Corporate Director – Operational and Partnership Services submitted a report which sought approval from Cabinet:

- For the revised Contract Procedure Rules to take effect from 1 August;
- For the Scheme of Delegation in relation to Executive Functions to be amended in accordance with paragraph 4.8 of the report; and
- To note that a report will be taken to Council to amend the Constitution to incorporate the amendments to the CPR's

The Solicitor to the Council and Monitoring Officer confirmed by way of background information, that the Council was in the process of a corporate review and as part of this, the CPR's had been reviewed and updated.

She proceeded by advising that a number of changes have been made to the existing CPR's to ensure compliance with the provisions of the Public Contracts Regulations 2015, and to modernise the way the Council procures goods, services and works. A copy of the revised CPR's was attached to the report at Appendix 5.

The key changes to these were contained in paragraphs 4.2 to 4.21 of the report.

RESOLVED: That Cabinet:

- (1) Approved the revised Contract Procedure Rules attached as Appendix 5 to take effect from 1st August 2018.
- (2) Approved that the Scheme of Delegation in relation to Executive Functions be amended in accordance with paragraph 4.8 of the report.
- (3) Noted that a report will be taken to Council to amend the Constitution to incorporate the amendments to the CPRs.

221. CABINET FORWARD WORK PROGRAMME

The Corporate Director – Operational and Partnership Services gave a report, the purpose of which, was to seek Cabinet approval for items to be included on the Forward Work Programme (FWP) for the period 1 July to 31 October 2018.

In accordance with a provision of the Council's Constitution the FWP will cover a period of four months, and contain matters which the Cabinet, Overview and Scrutiny Committees and Council are likely to consider, in the way of plans, policies or strategies that form part of the Authority's Policy Framework.

The FWP will be considered quarterly by Cabinet and published on the dates shown at paragraph 4.1 of the report.

The FWP for Cabinet for the above mentioned period was attached at Appendix 1 to the report, whilst Appendices 2 and 3 outlined the Council FWP for the same period and the Overview and Scrutiny FWP, respectively.

RESOLVED: That Cabinet:

- (1) Approved the Cabinet Forward Work Programme for the period 1 July to 31 October 2018, as shown at Appendix 1 to the report.
- (2) Noted the Council and Scrutiny Forward Work Programme as shown at Appendix 2 and 3 of the report, respectively.

222. REPRESENTATION ON OUTSIDE BODIES & JOINT COMMITTEES

The Corporate Director – Operational and Partnership Services and Monitoring Officer submitted a report, that looked to seek Cabinet approval for the appointment of Members to Joint Committees and Outside Bodies.

A list of these was attached to the report at Appendix 1.

The Solicitor to the Council and Monitoring Officer, confirmed that it was proposed that Members appointments are for a term of one year, except where earlier revocation of appointment is appropriate.

The Leader noted that the proposed nomination for the Bridgend Town Hall Trust was Cllr Charles Smith not Cllr Stephen Smith as stated in the report.

RESOLVED: That Cabinet appointed the requisite number of Members to the Joint Committees and other Outside Bodies as listed in Appendix 1 to the report.

223. INFORMATION REPORTS FOR NOTING

The Corporate Director – Operational and Partnership Services submitted a report, the purpose of which, was to inform Cabinet of the Information Reports for noting which have been published since the last meeting.

The Information Reports were detailed in paragraph 4.1 of the report.

RESOLVED: That Cabinet acknowledged the publication of the documents listed in the covering report.

224. PROCUREMENT OF WASTE MANAGEMENT SERVICES PROVIDED AT THE MATERIALS RECOVERY AND ENERGY CENTRE (MREC) AT CRYMLYN BURROWS, NEATH PORT TALBOT

The Corporate Director – Communities and Interim Head of Finance and S151 Officer presented a joint report in respect of the above matter.

He advised that the Council has an existing and long standing contractual position with Neath Port Talbot Council (“NPT”) in respect of the Materials Recovery and Energy Centre (“MREC”) situated in the County Borough of Neath Port Talbot, which has over 10 years left to run. Certain waste disposal functions are discharged by NPT on behalf of Bridgend, as set out in an inter-authority agreement (“the Original Appointment”) entered into by the two authorities at the time of the original waste management Private Finance Initiative (“PFI”) contract in 2000, and as varied by an agreement dated 8th September 2010 (“the Variation Agreement”).

The current disposal charge levied by the MREC facility is significantly above accepted market rates. Therefore, both Bridgend and Neath Port Talbot Council’s as part of their medium term financial plans have identified savings against the operational cost attached to the MREC facility. To achieve these savings both parties have agreed to terminate the existing arrangements between the contracting Authority (NPT) and the MREC, and to replace this with a new market tested contract, again with NPT as the contracting Authority and to replace any previous appointment/contract between BCBC and NPT to reflect these new arrangements.

Offers were subsequently invited based on the original tender documents, and two companies expressed interest, and subsequently submitted bids. However, one of these companies then withdrew their bid.

The Corporate Director – Communities confirmed that the remaining bidder is Walters Plant Hire Limited (“Walters”). They confirmed in late 2017 that they wish to continue to be considered for the contract award in line with their tender bid.

Paragraph 4.1 of the report then outlined a number of points and summarised the bids when compared to the existing arrangements, including details of the procurement process that has been followed as well as the arrangements of the Variation Agreement between BCBC and Neath Port Talbot Council.

The Corporate Director Communities emphasised, that as with all procurement processes, there is always a risk of challenge. However, NPT and Bridgend intend to mitigate such a risk by publishing a VEAT Notice to remove the risk of the contract being set aside once it has been entered into and any associated risk of fines (but not the risk of a damages claim if there is a subsequent challenge).

In addition there are a range of other issues that NPT will also need to deal with as owners of the MREC site.

At the same time as entering into the waste services agreement, it is proposed that NPT and Walters enter into a lease for the MREC site, along the lines detailed in the report.

He continued his submission by advising that arrangements with NPTRL for the provision of waste services will terminate upon the commencement of the services to be provided by Walters. At which point the Directors of NPTRL will be required to wind the company up.

A copy of the completed Well-being of Future Generations (Wales) Act 2015 Assessment was attached at Appendix 1 to the report.

To conclude, the Corporate Director – Communities then outlined the reports financial implications adding as part of this, that BCBC would secure significant savings as part of its MTFS, should the offer of the revised Contract be successfully secured.

A Member pointed out that he looked forward under future arrangements for BCBC having an equal partnership arrangement as NPT going forward, and that it was extremely important to secure the savings in respect of MREC that had been set under the terms of the MTFS.

The Interim Head of Finance and S151 Officer added that the necessary Agreement still required to be signed before the present situation moved further forward. She added that the Council would also be requesting open bank accounting in respect of the closing down of Neath Recycling Company. The wind down for this process would take in the region of 9 months, though BCBC were pushing for progress as fast as it could.

She added further that a similar report considered by Cabinet today, would be considered by Cabinet in NPT.

The Leader concluded debate on this item by stating that he was looking forward to starting a new chapter with NPT, and that he was sure that this would be a more successful arrangement than was currently the case, that would give more value for money to the taxpayer, in relation to ensuring that their waste materials are collected and disposed of appropriately.

RESOLVED:

(1) That Cabinet accepts, subject to NPT entering into the new Appointment and the expiry of the VEAT notice and there being no notification of challenge, the offer submitted by Walters Plant Hire Limited in May 2016.

(2) That the Corporate Director Communities be delegated authority in consultation with the Interim Head of Finance and Section 151 Officer and Solicitor to the Council/Monitoring Officer to negotiate and settle the final terms of the new Appointment and thereafter authorise the Solicitor to the Council/Monitoring Officer to enter into the said Appointment and any associated documentation.

(3) That the Solicitor to the Council/Monitoring Officer be delegated authority to agree with NPT Council to issue a Voluntary Ex-Ante Transparency Notice ("VEAT Notice") in the Official Journal of the European Union.

225. **URGENT ITEMS**

None

226. **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 item of business as it contains exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007.

Following the application of the public interest test in consideration of this item, it was resolved that pursuant to the Act referred to above, it be considered 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.

227. **PROCUREMENT OF WASTE MANAGEMENT SERVICES PROVIDED AT THE MATERIALS RECOVERY AND ENERGY CENTRE (MREC) AT CRYMLYN BURROWS, NEATH PORT TALBOT**

The meeting closed at 17:00

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

REPORT OF THE INTERIM HEAD OF FINANCE

BUDGET MONITORING 2018-19 – QUARTER 1 FORECAST

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 position as at 30th June 2018.

2.0 Connections to Corporate Improvement Objectives / Other Corporate Priorities

2.1 This report assists in the achievement of the following corporate priorities:-

1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

2.2 The allocation of budget determines the extent to which the Council's corporate improvement priorities can be delivered.

3.0 Background

3.1 On 28th February 2018, Council approved a net revenue budget of £265.984 million for 2018-19, along with a capital programme for the year of £33.693 million, which has since been updated to £45.167 million taking into account new approvals. As part of the Performance Management Framework, budget projections are reviewed regularly and reported to Cabinet on a quarterly basis. The delivery of agreed budget reductions is also kept under review and reported to Cabinet as part of this process.

4.0 Current Situation / Proposal

4.1 Summary financial position at 30th June 2018.

4.1.1 The Council's net revenue budget and projected outturn for 2018-19 is shown in Table 1 below.

Table 1- Comparison of budget against projected outturn at 30th June 2018

Directorate/Budget Area	Original Budget 2018-19 £'000	Revised Budget 2018-19 £'000	Projected Outturn Q1 2018-19 £'000	Projected Over / (Under) Spend 2018-19 £'000	Projected Over / (Under) Spend Qtr 1 2017-18 £'000
Directorate					
Education and Family Support	108,315	109,827	109,783	(44)	(168)
Social Services and Wellbeing Communities	67,730	69,211	71,071	1,860	2,006
Operational and Partnership Services	26,729	27,418	27,957	539	75
Chief Executives and Finance	14,658	14,939	13,946	(993)	(1,314)
	3,803	3,836	3,666	(170)	(307)
Total Directorate Budgets	221,235	225,231	226,423	1,192	292
Council Wide Budgets					
Capital Financing	9,514	9,351	9,333	(18)	0
Levies	7,046	7,046	7,046	0	16
Apprenticeship Levy	700	700	665	(35)	(98)
Council Tax Reduction Scheme	14,354	14,354	14,373	19	(486)
Insurance Premiums	1,588	1,588	1,346	(242)	0
Building Maintenance	900	870	870	0	0
Pension Related Costs	430	430	430	0	(826)
Other Council Wide Budgets	10,217	6,414	4,200	(2,214)	(107)
Total Council Wide Budgets	44,749	40,753	38,263	(2,490)	(1,501)
Total	265,984	265,984	264,686	(1,298)	(1,209)

4.1.2 The overall projected position at 30th June 2018 is a net under spend of £1.298 million, comprising £1.192 million net over spend on directorates and £2.490 million net under spend on corporate budgets. A detailed analysis of the more significant projected under and over spends is set out in section 4.3.

4.1.3 There have been a number of budget virements and technical adjustments between budgets since the Medium Term Financial Strategy (MTFS) was approved by Council in February 2018. These include:

Budget Virements

Service vired from / to	Amount
Transfer of funding from additional council tax raised (£213,000) as outlined in the MTFs towards subsidised bus services, following public consultation, in line with Cabinet report of 15th May 2018.	£51,500

Technical Adjustments

Service vired from / to	Amount
Allocation of £3.007 million funding to directorates to meet the costs of the nationally agreed pay award for the majority of non-teaching staff, following agreement between the National Employers and the NJC Trade Union Side in April 2018.	£3.007m
Transfer of corporately held funding for Sleep-ins to the Social Services and Wellbeing directorate.	£55,624
Transfer of funding from central budget for capital financing costs to Education and Family Support directorate, to fund the repayment costs of prudential borrowing (under the Local Government Borrowing Initiative) for the 21 st Century Schools Band A Programme. The funding was provided in the settlement by Welsh Government and has been held centrally until required.	£163,000
Price inflation funding held centrally for the re-tendering of Independent Domiciliary Care, which has now been allocated to the Social Services and Wellbeing Directorate following the outcome of the tender, and knowledge of actual price increases. Also, price inflation for the Kier waste contract has been allocated to the Communities Directorate following publication of actual price indices.	£567,000
Transfer of funding outlined in the Final Settlement for targeted business rates relief for local businesses, from Chief Executive's budget to Council Wide budgets in line with other discretionary relief for business rates.	£58,000

- 4.1.4 There have been other technical adjustments for agreed inflationary increases, and recurrent funding for meeting Welsh Language Standards, as well as transfers of budgets between the Corporate Landlord budget and service budgets following agreement on the most appropriate management arrangements for some service premises related budgets (including car parking, CCTV and Porthcawl Marina).
- 4.1.5 When the budget for 2018-19 was set, directorates were provided with funding for known pay and price inflation. The remaining provision was retained centrally within Council wide budgets, to be allocated as further information was known about specific contractual price increases e.g. for energy. A number of energy providers have already announced price increases for 2018, blaming rising wholesale gas and electricity prices. There were slight increases in most buildings in overall spend on gas and electricity in 2017-18 compared to 2016-

17. We are currently in the process of gathering information about increased energy prices for 2018-19, and will amend budgets accordingly during the year.

- 4.1.6 Given the large scale reductions on Council wide budgets in 2018-19 (42.6% of overall Council budget reductions) there is a risk that there may not be sufficient funding available within these budgets for any major price inflation increases, particularly as inflation rates remain relatively higher than previous years (CPI was 2.4% in May 2018 compared to 0.5% in March 2016 and 2.3% in March 2017), so the budget will need to be monitored closely during the remainder of the year.
- 4.1.7 The net budget for the financial year has been set assuming full implementation of the current year budget reduction requirements across the Council's budget, which amount to £6.123 million. Where proposals to meet this requirement have been delayed or are not achievable directorates have been tasked with identifying alternative proposals to meet their requirements such as vacancy management, or bringing forward alternative budget reduction proposals.
- 4.1.8 In February 2018 Council approved the Medium Term Financial Strategy for 2018-19 to 2021-22. This identified the need to develop recurrent budget reduction proposals, based on the most likely scenario, amounting to around £32.6 million over the next four years. Against that background it is essential that expenditure is kept within the overall approved budget and that longer term proposals continue to be developed so that the Council has as much flexibility as possible to meet the challenges which lie ahead.
- 4.1.9 At year end consideration will be given to requests from directors to carry forward any planned directorate under spends for specific purposes into the following year, in line with the Council's Reserves and Balances Protocol, as long as these can be met from within the Council's cash limited budget for 2018-19. This is in line with the reports to Cabinet and Council on the MTFs, and the Council's Financial Procedure Rules. Similarly, consideration will be given to any budget over spends to determine whether these should be carried forward as a first call on the directorate budget for the following year. Finally, outstanding prudential borrowing will be repaid, where possible, to reduce future capital financing charges. However, a decision will not be made until towards the end of the financial year when the overall outturn position is more definite.

4.2 Monitoring of Budget Reduction Proposals

Prior Year Budget Reductions

- 4.2.1 A report was presented to Cabinet on 19th June 2018 on Financial Performance 2017-18. In the report it was highlighted that, for 2016-17 and 2017-18, there were £2.982 million of budget reduction proposals that were not met in full, with a total outstanding balance to be met of £2.523 million. Directors have been asked to identify if any of these proposals are still not likely to be achieved in full during the 2018-19 financial year, and to identify mitigating action that will be undertaken to achieve them. A summary of the latest position is attached as Appendix 1 with a summary per directorate provided in Table 2. Of the total proposals not achieved in full at year end, the Social Services and Wellbeing Directorate had already partly realised £378,000. Consequently there are still £2.604 million of prior year budget proposals outstanding, £1.917 million of which relates to the shortfall on Social

Services and Wellbeing, which will need to be met in full during 2018-19 or from alternative savings proposals.

4.2.2 The Social Services and Wellbeing Directorate has developed a Future Service Delivery Plan, which was presented to Corporate Overview and Scrutiny Committee in March 2018, and which outlines the Directorate's response to the financial challenge facing them, not least setting out the planned actions to be undertaken in order to meet the shortfall. This will be monitored continuously throughout 2018-19 but a number of the proposals are not likely to be achieved in full in this financial year.

Table 2 – Outstanding Prior Year Budget Reductions

	Total Budget Reductions Required	Total Budget Reductions Likely to be Achieved	Shortfall
DIRECTORATE /BUDGET REDUCTION AREA	£'000	£'000	£'000
Education and Family Support	166	106	60
Social Services and Wellbeing	1,917	840	1,077
Communities	371	96	275
Chief Executive & Finance	150	150	0
TOTAL	2,604	1,192	1,412

4.2.3 The table shows that of the £2.604 million outstanding reductions, £1.192 million is likely to be achieved in 2018-19 leaving a shortfall of £1.412 million. Proposals still not likely to be achieved include:

- Learner Transport (£60,000) due to delays in assessments of safe routes;
- Review of Car Parking Charges (£25,000) due to delay in reporting options and therefore achieving full year savings;
- Permitting Scheme for Road Works (£50,000) due to delays in approval process with Welsh Government.
- Reductions to the Materials Recovery and Energy Centre (MREC) (£200,000).

The balance mainly relates to proposals set out in the Social Services and Wellbeing Service Delivery Plan.

4.2.4 As outlined in the MTFs reports to Cabinet and Council, MTFs Principle 12 states that *“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”*. A Budget Reduction Contingency was established in 2016-17 and used to partly mitigate shortfalls on a number of budget reduction proposals. This reserve has been used to meet specific budget reduction proposals in 2016-17 and 2017-18 on a one-off basis pending alternative measures.

Budget Reductions 2018-19

4.2.5 The budget approved for 2018-19 included budget reduction proposals totalling £6.123 million, which is broken down in Appendix 2 and summarised in Table 3 below. The current position is a projected shortfall on the savings target of £320,000, or 5% of the overall reduction target.

Table 3 – Monitoring of Budget Reductions 2018-19

	Total Budget Reductions Required	Total Reductions Likely to be Achieved	Shortfall
DIRECTORATE /BUDGET AREA	£'000	£'000	£'000
Education and Family Support	630	498	132
Schools	0	0	0
Social Services and Wellbeing	350	350	0
Communities	1,454	1,266	188
Operational and Partnership Services	848	848	0
Chief Executive	231	231	0
Council Wide Budgets	2,610	2,610	0
TOTAL	6,123	5,803	320

A comparison of the RAG position against quarter 1 in 2017-18 is provided below:

	2018-19 Q1		2017-18 Q1	
	£0	%	£000	%
Green	4,116	67%	2,388	41%
Amber	1,907	31%	1,973	34%
Red	100	2%	1,491	25%
Total	6,123	100%	5,852	100%

The overall value and percentage of reductions classed as RED is significantly lower in 2018-19 than at the same time in 2017-18. This correlates with the lower likely shortfall on savings reductions in this financial year. Any non-achievement will have a significant impact on the outturn position.

4.2.6 The most significant budget reduction proposals unlikely to be achieved include:

- EFS1 Phased Implementation of Learner Transport Policy (£67,000);
- COM11 Reductions to the budget for Public Conveniences (£100,000);
- COM27 Removal of Subsidised Bus Services (£188,000)

As part of the MTFs discussions it was agreed that the progression of the latter two proposals would be dependent on the outcome of public consultations, following which decisions would be made on how to proceed with these proposals. The final council tax increase agreed for 2018-19 was 4.5%, higher than the original

proposed 4.2%, to provide flexibility to enable members to mitigate some of the proposed budget reductions. A report was presented to Cabinet on 15th May on the outcome of the public consultation exercise in respect of the rationalisation of supported bus services (COM27). Cabinet resolved to retain the subsidy for three routes for a period of one year to allow additional time in dialogue with bus operators and with other potential partners to try and find ways of keeping existing routes running. Consequently, £51,500 of this funding has been transferred to the Communities directorate for one year only to offset this shortfall. With regard to Public Conveniences, a report was presented to Cabinet in June 2018. A number of proposals were made, but given time to implement some, it is anticipated that the full budget saving will not be made during 2018-19, and the directorates will mitigate this shortfall with other measures.

4.2.7 Appendix 2 identifies the projected amount of saving against these proposals and action to be taken by the directorate to mitigate the shortfall. Directors continue to work with their staff to deliver their proposals or alternatives and this is reflected in the forecast outturn for the year. During the financial year the Head of Finance will also consider applications from directorates to the MTFS Budget Reduction Contingency Reserve to mitigate some of the shortfalls.

4.2.8 In the longer term, these proposals must be realised or must be met through alternative budget reduction proposals in order to deliver a balanced budget position. These will continue to be closely monitored and draw down from the MTFS Budget Reduction Contingency will be made as part of the overall review of earmarked reserves during quarter 2.

4.3 Commentary on the financial position as at 30th June 2018

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. A further review will be undertaken of the projected outturn at quarter 2 and any draw down from earmarked reserves will be undertaken at that time. The Chief Executive is currently making a number of changes to the senior management of the Council which will result in changes to budget responsibility. These will be reflected in the quarter 2 monitoring report.

4.3.1 Education and Family Support Directorate

The net budget for the Directorate for 2018-19 is £109.827 million. Current projections indicate an under spend of £44,000 at year end. The main variances are:

EDUCATION & FAMILY SUPPORT DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Health and Safety	228	181	(47)	-20.6%
Home to School Transport	4,779	5,229	450	9.4%
Pupil Support	381	283	(98)	-25.7%
Catering Services	810	703	(107)	-13.2%
Integrated Working	1,400	1,281	(119)	-8.5%
Youth Justice	384	306	(78)	-20.3%

Schools' Delegated Budgets

The schools' delegated budget is reported as balanced as any under or over spend is automatically carried forward into the new financial year before being considered by the Director of Education and Family Support in line with the 'Guidance on Managing School Surplus Balances'. Total school balances reduced by £506,000 during 2017-18, down to £306,000 at year end. Had the Welsh Government not provided a last minute grant of £630,000 towards repairs and maintenance costs, the overall schools' balance would have been a negative figure, -£270,000. For 2018-19 currently there are 21 primary schools, 5 secondary schools and 1 special school (46% of all schools) that are projecting a deficit balance at year end. In total the quarter 1 projections indicate an overall deficit balance for school delegated budgets of £1.399 million at year end.

Central Education and Family Support Budgets

Health and Safety

- The under spend of £47,000 relates to staff vacancies within the service.

Home to School Transport

- There is an over spend of £450,000 on Home to School Transport. There have been significant increases in eligible pupils for both Home to College and Primary School transport of 16.5% and 18.1% respectively from 2016-2017 continuing into 2018-19. There are also significant additional pressures caused by increased numbers of eligible pupils with Additional Learning Needs, in particular those pupils with autism spectrum disorders. Although a learner travel policy was approved by Cabinet in September 2015 with subsequent budget reductions of £1.6 million the savings generated have not been as high as anticipated due to the need to undertake safe route assessments and deal with legal challenges. Additional pressures in 2018-19 have arisen due to transport being provided to support the Council's vulnerable groups agenda, and the handing back of contracts from providers which, when retendered, have proven to be more costly.

Pupil Support

- The under spend of £98,000 relates to Volunteer Driver Support whose service was ceased in February 2017 whilst a review was undertaken. The outcome of the review will be considered in due course.

Catering Services

- The under spend of £107,000 has arisen as a result of a projected increase over and above the anticipated demand for school meals compared with when the budgets were set at the start of the financial year. Take up of school meals will require close in-year monitoring.

Integrated Working

- The under spend of £119,000 relates to staff vacancies within the service.

Youth Justice

- The under spend of £78,000 is a combination of savings on the premises budget following vacation of the offices at Tremains Road, along with staff vacancy management. The premises budget saving will be considered as part of future years' MTFS savings.

4.3.2 Social Services and Wellbeing Directorate

The Directorate's net budget for 2018-19 is £69.212 million. Current projections indicate an over spend of £1.860 million at year end prior to any draw down from earmarked reserves. The main variances are:

SOCIAL SERVICES AND WELLBEING DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Older People Residential Care	8,817	8,640	(177)	-2.0%
Equipment and Adaptations	859	1,018	159	18.5%
Assessment and Care Management	4,892	4,551	(341)	-7.0%
Care at Home for Learning Disabilities	8,955	9,740	785	8.8%
Mental Health Residential Care	1,213	1,064	(149)	-12.3%
Care at Home for Mental Health	607	759	152	25.0%
Looked After Children	10,979	12,331	1,352	12.3%

Older People Residential Care

- There is a projected under spend of £177,000 as client contributions for independent residential care is currently over and above anticipated levels. This also includes additional income on our internal residential home.

Equipment and Adaptations

- There is a projected over spend of £159,000 as a result of increased usage of aids and equipment, along with servicing costs.

Assessment and Care Management (ACMT)

- There is a projected under spend of £341,000 on all assessment and care management budgets, including £149,000 on assessment and care management for older people and £113,000 under spend on ACMT for people with mental health, arising mainly from staff vacancies, although the directorate is hoping to fill some of these posts during the year.

Care at Home for People with Learning Disabilities

- There is a projected over spend of £785,000 as a result of an increase in the number and the complexity of needs of service users receiving direct payments or receiving domiciliary care within a home setting or supported accommodation.

Mental Health Residential Care

- A projected under spend of £149,000 is likely based on current placements. Forecasted health contributions to these placements is contributing to this projection.

Care at Home for People with Mental Health Issues

- There is a projected over spend of £152,000 as a result of the complexity of needs of service users receiving direct payments or receiving domiciliary care within a home setting or supported accommodation.

Looked After Children (LAC)

- There is a projected over spend of £1.352 million on LAC. MTFs budget reductions have resulted in the budget being reduced by around £1 million over the last three years.
- The over spend is partly as a result of the implementation of a new model for residential services 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. Project plans for both of these areas are now in place and the required work has gathered momentum, with significant capital work taking place in 2018-19. The plan to place more children into in-house foster placements is now in place but due to the time taken to put arrangements into place, the full saving is not likely to be realised in 2018-19.
- The average number of LAC this financial year is 373 compared with an average of 387 in 2017-18, with 15 children currently in out of county residential placements. Some individual placements can cost around £220,000 per annum. The cost of out of county placements is a considerable pressure on the budget and greatly contributing to the current forecast over spend.
- The average number of independent fostering placements (IFAs) this financial year is 66 compared to 82 in 2017-18.
- The budget is closely monitored to ensure that the current over spend is reduced and that the budget for 2018-19 is effectively managed.

4.3.3 Communities Directorate

The net budget for the Directorate for 2018-19 is £27.418 million and the current projection is an anticipated over spend of £539,000. The main variances are:

COMMUNITIES DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Development Control	(187)	(107)	80	-42.8%
Public Conveniences	93	193	100	107.5%
Waste Disposal	4,629	4,929	300	6.5%
Waste Collection	4,925	5,025	100	2.0%
Highways Services	2,384	2,484	100	4.2%
Fleet Services	(8)	142	150	-1875.0%
Engineering Services	18	(132)	(150)	-833.3%
Corporate Landlord	3,400	3,270	(130)	-3.8%

Development Control

- The projected over spend in Development Control of £80,000 is primarily due to a projected downturn in planning application income based on income to date and comparison with the 2017-18 outturn. Fee income is subject to considerable fluctuations between years, depending on number and type of applications and will require close monitoring in-year.

Public Conveniences

- A report was presented to Cabinet on the 19th June 2018 outlining the findings of the public consultation and recommending actions against each of the town centre public toilets. Implementing these recommendations will take some time to complete as discussions with the Town and Community Councils will need to take place prior to formal consultation with affected staff, therefore the £100,000 MTFS saving for 2018-19 is unlikely to be made in full this year. An application will be made to the MTFS Budget Reduction Contingency reserve, however the directorate will not know whether it will receive any funding towards this until later in the financial year.

Waste Disposal

- There was a budget reduction target of £200,000 for 2017-18 in respect of the MREC. The procurement exercise with Neath Port Talbot Council to secure a new operator for the facility is still ongoing, therefore the full MTFS saving is currently projected as an over spend. The directorate will not know whether it will receive any funding from the MTFS Budget Reduction Contingency Reserve towards this until later in the financial year. The balance of the projected over spend is primarily due to increased costs for disposing of street waste.

Waste Collection

- The projected over spend of £100,000 on waste collection services is due to a combination of factors. The disposal contract with Neath Port Talbot CBC is based on a fixed price, minimum tonnage. Consequently a drop in commercial waste tonnage for disposal and subsequent reduction in income has not generated a corresponding reduction in cost. The Council is currently working closely with Neath Port Talbot CBC to renegotiate the terms of this arrangement.

Highways Services

- There is a projected over spend of £100,000 mainly as a result of an in-year

notification received regarding the cessation of the contract with the South East Wales Trunk road Agency (SWTRA) which is responsible for managing, maintaining and improving the motorways, trunk roads and associated assets throughout the South Wales region on behalf of the Welsh Government.

Fleet Services

- There is a projected over spend of £150,000 across the service, similar to the 2017-18 outturn, due to a downturn in income arising from reduced spend by Directorates. The Directorate will seek to mitigate this during the financial year and is due to undertake a review of the fleet service.

Engineering Services

- There is a projected under spend across the service of £150,000 due to a projected increase in the level of fee earning jobs (balance of EU/non EU funded projects and the differing chargeable rates allowed) based on income earned to date compared with 2017-18 outturn.

Corporate Landlord

- There is a projected under spend of £130,000 mainly as a result of vacancies whilst the new structure is being populated.

4.3.4 Operational and Partnership Services Directorate

The net budget for the Directorate for 2018-19 is £14.939 million and current projections anticipate an under spend against this budget of £993,000. The main variances are:

OPERATIONAL AND PARTNERSHIP SERVICES DIRECTORATE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Housing and Homelessness	1,683	1,578	(105)	-6.2%
Member and Mayoral Services	1,823	1,542	(281)	-15.4%
HR and Organisational Development	3,276	2,999	(277)	-8.5%
Performance and Partnerships	486	376	(110)	-22.6%

Housing Options and Homelessness

- The under spend on Housing and Homelessness has mainly arising from staffing vacancies. Some of the services are currently being restructured.

Member and Mayoral Services

- This under spend is mainly as a result of the delay in spending the 2018-19 allocation for the Members' Community Action Fund. A decision will be made on the future of this Fund following a review of the 2017-18 allocations, as previously agreed.

HR and Organisational Development

- The under spend of £277,000 is mainly due to staffing vacancies, not least the removal of the Head of HR and Organisational Development post, as part of the Chief Executive's restructuring of Senior Management. Some of these savings may be considered for future years' MTFS savings.

Performance and Partnerships

- The under spend of £110,000 is mainly due to staffing vacancies, not least the removal of the Corporate Performance and Transformation Manager post.

4.3.5 Chief Executives and Finance

The net budget for the Directorate for 2018-19 is £3.836 million and current projections anticipate an under spend against this budget of £170,000. The main variances are:

CHIEF EXECUTIVES AND FINANCE	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Internal Audit	313	250	(63)	-20.1%
Housing Benefits Administration	712	577	(135)	-19.0%
Taxation and Sundry Debtors	42	144	102	242.9%

Internal Audit

- The under spend mainly relates to a rebate in respect of a reduced number of audit days received in the 2017-18 financial year as a result of staff vacancies within the service. At the meeting on 18th June, Cabinet agreed to incorporate the Shared Internal Audit Service into a larger service hosted by the Vale of Glamorgan Council to include Rhondda Cynon Taff and Merthyr Councils.

Housing Benefits Administration

- There is an under spend in respect of the administration of housing benefit arising mainly from staffing vacancies, but also changes in staffing hours and additional annual leave purchases.

Taxation and Sundry Debtors

- There is a projected shortfall of £90,000 on income from court costs, as well as shortfalls on the 2017-18 MTFs proposal to implement fines for non-return of Single Person Discounts.

4.3.6 Council Wide budgets

This section includes budgets, provisions and services which are council wide, and not managed by an individual directorate. The budget is £40.753 million and the projected outturn is £38.263 million, resulting in a projected under spend of £2.490 million. The main variances are detailed below:

COUNCIL WIDE BUDGETS	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Insurance Premiums	1,588	1,346	(242)	-15.2%
Other Council Wide Budgets	6,414	4,200	(2,214)	-34.5%

Insurance Premiums

- The projected under spend of £242,000 is mainly as a result of the reduction in the premium for property insurance in 2018-19 following a retendering exercise.

Other Council Wide Budgets

- The under spend of £2.214 million is a combination of reduced requirements for funding of budget pressures and estimated spend on remaining pay and price commitments. Whilst the pay award for most staff has now been agreed, there is still uncertainty around the teachers' pay award from September 2018, which could reduce the projected under spend.

It should be noted that this projection could change significantly during the financial year, depending on inflationary increases, the extent of inclement weather during the winter period and further demands on the Council Tax Reduction Scheme. At this point in the financial year it is prudent to assume that all other budgets will be fully spent by year end.

4.4 Capital programme monitoring

4.4.1 This section of the report provides Members with an update on the Council's capital programme for 2018-19. The original budget approved by Council on 28th February 2018 has been further revised and approved by Council during the year to incorporate budgets brought forward from 2017-18 and any new schemes and grant approvals. The revised programme for 2018-19 currently totals £45.167 million, of which £39.308 million is met from BCBC resources, including capital receipts and revenue contributions from earmarked reserves, with the remaining £5.859 million coming from external resources.

4.4.2 Appendix 4 provides details of the individual schemes within the capital programme, showing the budget available in 2018-19 compared to the projected spend. Commentary is provided detailing any issues associated with these projects. £9.195 million of funding was slipped forward into 2018-19 for schemes not completed in 2017-18, as outlined in the report to Cabinet on Financial Performance 2017-18 in June 2018. In addition, there are a number of schemes where budgets need to slip into 2019-20, including:

- £664,000 slippage of Special Regeneration Funding into 2019-20 in line with the re-profiling of spend against schemes.
- £2.4 million slippage for Llynfi Valley Development Programme into 2019-20 due to delay in progressing schemes.
- These are offset by £2.094 million funding brought forward for City Deal Programme into 2018-19 following re-profiling of spend at end of 2017-18.

4.4.3 There are also a number of new schemes included in the capital programme since the programme was approved by Council, some of which were included in the Financial Performance report to Cabinet, but which now include:

- Cwmfelin Primary School (£165,000 total). This was approved by Council on 19th June 2018 in respect of a new classroom at the school.

- Eastern Promenade Porthcawl (£400,000 total), coastal risk management scheme.
- Safe Routes to Schools (£950,000) for Croesty, Pencoed and Newton Primary Schools.
- Road Safety Improvements (£290,000) for the A48 Waterton to Laleston.
- Porthcawl Resort Investment Focus (PRIF) (£2.55 million total), including Watersports Centre and Harbour improvements.

4.4.4 At this point in the financial year, and following discussions with directorates, it is assumed that all other projects will be in line with the budget as set out in Appendix 4. However, this will depend upon scheme progress during the financial year and any inclement weather experienced, which may place additional pressure on project timescales.

5.0 Effect upon Policy Framework & Procedure 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 Equalities Impact Assessment

6.1 There are no implications in this report.

7.0 Well-being of Future Generations (Wales) Act 2015 Implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. As the report is for information it is considered that there will be no significant or unacceptable impacts upon the achievement of wellbeing goals/objectives as a result of this report.

8.0 Financial implications

8.1 These are reflected in the body of the report.

9.0 Recommendations

9.1 Cabinet is requested to note the projected revenue and capital outturn position for 2018-19.

Gill Lewis
Interim Head of Finance and Section 151 Officer
July 2018

Contact Officer: Deborah Exton
 Group Manager – Financial Planning and Budget Management

Telephone: 01656 643604

Email: deborah.exton@bridgend.gov.uk

Postal Address : Raven's Court
Brewery Lane
Bridgend
CF31 4AP

Background documents: Individual Directorate Monitoring Reports
MTFS Report to Council – 28 February 2018

2016-17 AND 2017-18 BUDGET REDUCTIONS CARRIED FORWARD INTO 2018-19

Ref.	Budget Reduction Proposal		Original RAG £000	Revised RAG £000	Amount of saving likely to be achieved in 18/19 £000	Reason why not achievable	Mitigating Action
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RAG STATUS KEY	
RED	Not likely to be achieved at all in this financial year or less than 25%.
AMBER	Reduction not likely to be achieved in full in financial year but greater than 25%
GREEN	Reduction likely to be achieved in full

EDUCATION & FAMILY SUPPORT

EFS1	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.		20		0	Delays to the assessments of safe routes have meant the policy can not be implemented. It will be implemented incrementally as routes are assessed. Red RAG status given overspend on HTST in 2017/18.	Work with Communities Directorate colleagues to expedite the assessments
EFS2	School transport route efficiencies.		40		0	As above	As above
EFS15	Speech and language therapy - This is a proposal to delegate the Speech and Language Service to schools- School Based Model. Other Local Authorities such as Cardiff, Neath Port Talbot and Swansea have moved towards a school based model with the involvement of an SLA with Health which has proven to be a successful model. This proposal would negate the local authority's requirement to manage the service resulting in a release of the management structure of the service.		75		75	The proposal has had to be changed to refine the service in partnership with health to provide a schools based service. This has delayed the proposal.	Vacant posts held within wider service area to cover value of saving until consultation and implementation complete.
EFS7	To review the Built Environment Service Level Agreement with Schools to achieve full cost recovery.		31		31	This proposal will be achieved through the new Corporate Landlord Model	None required.
Total Education & Family Support Directorate			166		106		

SOCIAL SERVICES & WELLBEING

SOCIAL SERVICES & WELLBEING OUTSTANDING REDUCTIONS	1,917
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NEW PROPOSALS TO MEET SHORTFALL BETWEEN 2018-19 AND 2020-21

		Total Proposed Saving	2018-19 Proposed Saving	2018-19 Likely Saving		
SSW001	Management and admin review	203	116	116	The proposal requires staff restructuring and consultation. Full year saving likely to be achieved in 2019/20	All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW003	Outcome focussed assessment and review	350	0	0	There is high demand for services. As savings are being generated, new demand means additional costs are being incurred.	All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW004	Review of LD supported living accommodation	78	39	39	Consultation with service is required. Full year savings should be achieved in 2019/20	All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW006	Review of telecare monitoring contract and income generation	91	75	75		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW007	Review of commissioned services	118	84	84		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW008	Maximise grant funding - Childrens services	67	67	67		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW009	Remodel children's residential services	245	10	10	The savings proposal has been profiled over three years. £10k savings has been identified for 2018/19.	All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW010	Increase in-house fostering provision	136	136	136		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW011	Fairer charging legislative changes	203	203	203		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW012	Additional income from health in relation to Section 117 and CHC	60	0	0	The proposal is dependent on successful negotiation with Health Board. Result is unknown at this stage	All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW013	Review of financial support for care leavers in Children's Services	60	60	60		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
SSW016	Restructure localised day services within LD	50	50	50		All social services budget reduction proposals are being monitored by financial planning group which includes the Chief Executive and Section 151 Officer
Total Social Services & Wellbeing Directorate		1,661	840	840		

Ref.	Budget Reduction Proposal		Original RAG £000	Revised RAG £000	Amount of saving likely to be achieved in 18/19 £000	Reason why not achievable	Mitigating Action
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COMMUNITIES

COM12	Broad review of car park charging including staff and elected member parking passes		50		25	Recent Cabinet report should bring benefits in the 18/19 year but given timescales around consultation it will not be a full year effect.	Cabinet report presented 15th May 2018 and a review board now in place to ensure progress. Underspends across other service areas will have to meet projected shortfall.
COM18	Reductions to the budget for the Materials Recovery and Energy Centre (MREC) Introduction in 17/18 of savings achieved through the current procurement being undertaken with Neath Port Talbot CBC for the provision of new operator arrangements for the MREC facility at Crumlyn Burrows.		200		0	The timeline is not in the direct control of BCBC as the project is NPT led. Savings will not be achieved from the 1st April, however even part year implementation would meet the required saving.	BCBC officers meeting regularly with NPT and are putting resources into the finalisation of the joint agreement document for the new contract. Cabinet report presented 20th June 2018.
COM19	Permitting Scheme road works net of existing income of £95,000		100		50	Timeline not in the direct control of BCBC officers as the business case is going through multiple steps in an approval process with WG. However ultimately a positive response is expected, and this is being lead by the group manager to ensure it is followed through. Prudent to estimate half of saving to be achieved in 18/19.	The responsible highways network budget area is committed to staying within budget irrespective of the delivery of the scheme.
COM21	Rights of Way - removal of contribution to Coity Walia		21		21	No reason why this should not be achieved in full in 2018/19.	None required
Total Communities Directorate			371		96		

CHIEF EXECUTIVES

FINANCE

CEX3	To put Council Tax and some aspects of benefits online and to collaborate with others		150		150	Will depend upon the take-up of digitalisation, and impact on staffing requirements within the service.	Digitalisation didn't go live until April 2018. Staffing will be reviewed as roll-out progresses. Some vacancies held to meet previous shortfall.
Total Chief Executives			150		150		0

GRAND TOTAL OUTSTANDING REDUCTIONS			2,604		1,192		
REDUCTIONS SHORTFALL					1,412		

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
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EDUCATION & FAMILY SUPPORT
CENTRAL EDUCATION & FAMILY SUPPORT

EFS1	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.	<ul style="list-style-type: none"> Savings should occur naturally as a result of the policy application year on year, however dispersed learners and contractual pressure from operators as routes become more untenable may mean it becomes increasingly difficult to find the identified savings Risk of price increases from Contractors 	67	0	Achieving these savings is dependent on the Communities Directorate assessing all schools' routes.	Discussions with the Communities Directorate are on-going regarding increasing the speed of the assessments. Historic savings brought forward will be first call on any savings achieved. Any in-year overspends due to the delays will have to be met from under-spends across other service areas.
EFS3	Reduction to Catering Service Budget	Recent and planned MTFs efficiencies have reduced the ability of the service to reinvest, in particular in improving and maintaining school kitchens to a high standard. Although the recently agreed 10p increase in the cost of a school meal may provide additional income over time, historically there is a reduction in the take-up of meals during the short to mid-term following a price increase. Whilst all school kitchens were recently rated as the highest rating of five for food hygiene, one of our kitchens has since dropped to a rating of four due to the condition of the fabric of the kitchen	71	71	No reason why this saving should not be achieved in 2018/19. However, close monitoring of this budget will be required in-year as often circumstances outside of the control of the service area impact on the outturn - e.g. snow days.	
EFS12	Restructure Integrated Working and Family Support Service.	Limited impact on operational delivery as existing tasks will be picked up across the service or by other stakeholders.	50	50	No reason why this saving should not be achieved in 2018/19 - restructure in place at start of 2018/19.	
EFS14	Traded Services Schools brochure - It is proposed to revise the current approach to offering traded services under the current SLAs where such services impact upon the LAs statutory responsibilities. A new traded brochure will offer services from the LA but mandate certain services where these impact upon the LAs statutory responsibilities or where the risk to the schools, their users or LA are high	<ul style="list-style-type: none"> Relationship with schools and governing bodies may suffer Freedom of schools to shop around and obtain best value for money is challenged 	20	20	No reason why this saving should not be achieved in 2018/19. Early indication of good take up of SLA's by schools. However, close monitoring required to ensure fully achievable.	

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
EFS23	Staff vacancy management - It is proposed to implement strong vacancy management arrangements within the Directorate. This will ensure that all posts that progress to recruitment have been robustly challenged and vacant posts which cannot be justified will not be filled	<ul style="list-style-type: none"> • Posts that become vacant may be critical • Service resilience becomes partly dependent on longevity of current postholders • Natural succession of staff into more senior positions is potentially stalled, impacting retention and morale • Service delivery becomes potentially at risk • Demand overload for staff expected to pick up the 'slack' • Challenge from Unions over additional responsibilities/operation tasks without consideration of financial recompense for staff • Further restructures likely as teams reduce • Morale of staff may be affected 	50	50	No reason why this saving should not be achieved in 2018/19 given strong vacancy management. However, will require close monitoring to track achievability.	
EFS24	Proposal to amalgamate the Health and Safety service with neighbouring authorities.	Initial discussions have been undertaken by Heads of Service and agreement in principal has been granted by CMB. A project officer has been allocated to develop a project brief and establish a structure to drive the amalgamation. It is anticipated that the savings would be derived from a reduction in management costs. Agreement and full commitment of the partner authority is required to effect proposed savings.	25	25	Discussions are ongoing with a neighbouring authority.	Vacancies held to meet savings target until discussions have been finalised.
EFS25	Reduction to contribution to the Central South Consortium (CSC) of 2%	This proposal has been agreed by partner authorities for 2018-19.	12	12	No reason why this saving will not be achieved as revised contribution agreed by partner authorities.	
EFS26	Education Improvement Grant (EIG) - re-alignment of budget to reflect actual match funding contribution required	Risk that contribution in future years increases	20	20	No reason why this saving will not be achieved as reduced match funding contribution has been confirmed for 18/19.	
EFS27	Review arrangements for Special Schools Home to School Transport with a view to achieving efficiency savings	<ul style="list-style-type: none"> • Historic arrangement with school - may impact on relationship with school. • Specialist provision narrows numbers of contractors able to transport pupils. • Outcome of review could mean extra rather than reduced cost. 	75	35	Re-tendering special school transport is unlikely to make the full saving	Other mechanisms to achieve the additional savings are being explored
EFS28	Post 16 grant - maximise centrally retained element from 2% to 3%	The impact would be a small reduction in the individual grant allocation to each school sixth form. On average this would be £6,666 per school. Risk that Post 16 grant is reduced in future years which would impact on this saving proposal and allocation to schools.	60	60	No reason why this saving will not be achieved.	
EFS29	Develop collaborative arrangements around the Additional Learning Needs Service	Consider the sensory review and any cost effective savings that could be achieved through collaboration with other local authorities	50	25	Plans have been delayed and therefore full year savings are unlikely	The additional amount will be found from elsewhere in the ALN service

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
EFS30	Reduction to Schools Contingency budget (held centrally)	Risk that there is insufficient funding to meet any in-year changes to school budgets - e.g. increased rateable values	30	30	No reason why this saving will not be achieved. However, the nature of this budget is that it is used to meet in-year changes to school budgets, some of which are difficult to project. Close monitoring will be required in-year.	Alternative savings would have to mitigate this saving if required.
EFS32	Vacancy management factor across all staffing budgets (with the exception of grant funded/schools)	By taking a strategic approach to vacancy management on all core funded posts this saving can be achieved	100	100	Will require close monitoring as this is the first year this type of saving has been implemented. Some areas might find it difficult if they have a full staffing complement for the whole year.	Alternative non-staffing budgets would have to mitigate this saving if required.
Total Education & Family Support Directorate			630	498		

SOCIAL SERVICES & WELLBEING

Theme 1 - Remodel Service Delivery						
ASC18	Development of Extra Care Housing	All service users transitioning from the existing residential establishments will receive an assessment of their need, taking into account their wellbeing outcomes, when planning their future care with their family and carers. The transition will be a collaborative approach, with timely transfer of care to the newly built scheme or, if not appropriate, to an alternative provision which will better meet their assessed needs, with the safeguarding of individuals being of paramount importance throughout the transition process.	330	330	The two new schemes are forecast to be operational in Oct 2018. No reason to suggest savings will not be achieved	
Theme 1 - Remodel Service Delivery - sub-total			330	330		
Theme 2 - Service Efficiencies						
HL2	Review Healthy Living Partnership Contract	The £20k is the final part of a proposal to deliver £509k of savings from the healthy living partnership between 2016-17 and 2018-19. The negotiations with the contractor have remained positive throughout and the management fee has been reduced without the creation of detriment to the service that would have required compensation. A larger than scheduled efficiency of £308k was delivered a year early in 2016-17. The £20k balance will be found through improvements in energy efficiency measures.	20	20	Savings has been achieved in full.	
Theme 2 - Service Efficiencies - sub-total			20	20		
Total Social Services & Wellbeing Directorate			350	350		

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
Page 40	COMMUNITIES					
COM1	Public conveniences - Reductions to the budget for Public Toilet provision: Budget saving against the service pending the outcome of public consultation on the future provision of public toilets in Bridgend, Porthcawl and Maesteg, closure or transfer to Town & Community Councils. Whilst there will be limited toilet provision remaining, a budget will also be retained to support the Authority's comfort scheme. This will be used to grant fund businesses that open their toilets to the general public	<p>Removal of 60% of the public toilet revenue budget will result in the closure of a number of the remaining public toilets in Porthcawl, Bridgend and Maesteg, along with a number being transferred as part of the Council's Community Asset Transfer (CAT) programme.</p> <p>The budget remaining will be used to fund some limited toilet provision as well as the Council's Comfort Scheme. This scheme provides access to toilet facilities in partnership with local businesses, who are prepared to open their toilet facilities to non paying customers. In return the Council provides financial support in the form of a grant. The value of this grant is assessed in accordance with agreed terms.</p> <p>It should be noted that a White Paper being prepared by the Welsh Government is currently considering the provision of public toilets.</p> <p>In order to implement this saving it will be necessary to consult with staff and the unions.</p>	100	0	<p>A report was presented to Cabinet on the 19th June 2018 outlining the findings on the public consultation and recommending actions against each of the town centre public toilets. The report made a number of recommendations for the toilets which can be broadly categorised as: -</p> <ol style="list-style-type: none"> 1. transfer of the toilets to Town and Community Councils, under the Councils CAT scheme. 2. where this is not possible closure of the toilets and replacement with the Councils comfort scheme. 3. convert identified toilets to pay to use <p>Implementing these recommendations will take some time to complete as discussions with the Town and Community Councils will need to take place prior to formal consultation with affected staff.</p>	<p>Continue to work with Town and Community Councils to transfer facilities. Where this is not possible toilet provision in our three main towns will be provided by the Councils comfort scheme.</p> <p>Convert toilets identified in the report to pay to use.</p> <p>Shortfall in the savings target in 2018/19 will have to be met from underspends across other service areas within the Directorate.</p>
COM11B	Permanent transfer from the public realm fund.	This proposal mitigates a need to balance the budget through a reduction of £200,000 in street cleaning. It will however reduce the potential to make new improvements to the public realm	200	200	Savings has been achieved in full.	
COM15	Street lighting - Budget reduction based on energy savings generated through completed LED street lighting installations	A limited number of individual concerns have been raised regarding the perceived increased brightness provided by the LED lanterns, but largely the LED changeover has been welcomed by the public in areas completed	110	110	No reason why this saving will not be achieved based on 2017/18 outturn. However, this saving is also predicated on the assumption that any inflationary cost pressures on energy costs will continue to be met corporately.	
COM16	Regeneration - £40k cut in commissioning budget to support 3rd Sector with Community Asset Transfer and £20K reduction (equivalent to 33%) in the Events budget. £20K reduction to Core Budget within the Economic Development Unit (not SRF)	These cuts will limit the extent to which the Council is able to harness the economic potential of major events, including the Urdd, Elvis Festival, Women's Open, Senior Open etc. The tourism sector currently accounts for 4,000 jobs locally, and is a sector that has shown consistent growth, both locally and nationally, in the last 5 years. The £40k cut in the commissioning budget will limit the package of support that is currently available to support the Third Sector with Community Asset Transfer in 2018/19. The impact of this could result in either the inability to safeguard community services, and/or failure to realise savings elsewhere in the Council. The reduction to the Economic Development unit budget does not relate to staff cuts but to cuts in non staffing budgets that support the work of the core team and allow assistance to be given to local businesses. The impact therefore will be around being less able to provide timely targeted support.	80	80	No reason why this saving will not be achieved.	

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
COM27	Removal of Subsidised bus services	Potential reputational risk. Requirement for consultation and Equalities Impact Assessment (EIA). Risk of isolation of communities. Risk of no commercial services to fill the gap in terms of early or later services thus could be a barrier to employment, healthcare, education and services for the community. Risk that WG reconsider their element of the bus subsidy for Bridgend.	188	100	This saving was subject to public consultation. Cabinet report dated 15th May 2018 resulted in 3 bus routes continuing to be subsidised for at least 12 months. However, Cabinet agreed that the shortfall against the savings target would be met from allocating funding from the small unallocated budget as a result increasing the Council Tax from 4.2% to 4.5%. The shortfall against the savings target is due to the date of implementation of the removal of subsidies due to the required consultation and notice period for bus contractors.	Shortfall in the savings target in 2018/19 will have to be met with underspends across other service areas within the Directorate.
COM31	To rationalise the core office estate - Secure tenant for Raven's Court and move staff into the Civic Offices, in order to generate a rental income and save on running costs	Proposal is dependent on the property market and tenant may not be secured. Whilst there has been tenant interest, to date it has not been possible to complete on the lease with two successive tenants. The property may need to be split and marketed on this basis. This may result in less attractive terms to the council.	114	114	The decision to locate the MASH in one wing on Ravenscourt negates the possibility of leasing a further wing out for the time being in view of pressure on office space. The proposed lease to MASH is estimated to bring in approx. £ 77 k from police plus balance from social services 2018-19 budget pressure.	
COM36	Efficiency saving for Streetworks (including vacancy management)	This saving is based simply on making the service make an additional 1% efficiency saving on top of all of the savings already identified. The specific impact has not yet been identified but it is likely that it will have a further detrimental impact on capacity and resilience.	73	73	No reason why this saving will not be achieved based on 2017/18 outturn.	
COM38	Efficiency saving target for Business Unit, including reduction in software and agency staff budget	A further minor saving from the central Communities Business Unit predicated on reducing budgets that have been underspent over recent years but again removing any financial resilience in this area.	15	15	No reason why this saving will not be achieved based on 2017/18 outturn.	
COM39	Reduction to core budget within the Engineering section with the aim of achieving a break-even position	The aim of this saving would be to make the engineering service run at break even. Productivity rates will have to be managed closely to ensure this target is met. Risk that European Funded projects might impact on ability to meet targets due to inability to charge overheads to these projects.	74	74	No reason why this saving will not be achieved based on 2017/18 outturn.	
COM40	Introduction of Corporate Landlord Model	The savings will be delivered in a number of ways including operational efficiencies, streamlined business processes, IT investment, improved procurement and contract management, and some deletions of vacant posts.	500	500	Based on the financial improvement plan submitted by People Too realising the proposed £ 500k saving should be achievable. However, this is a new way of working for the Council so there are inevitably some inherent risks in ensuring that the proposed savings from efficiency, procurement, IT , staff restructuring and streamlined business processes accrue entirely as planned.	Continue to work through the implementation programme and closely monitor during 2018/19.
Total Communities Directorate			1,454	1,266		

CHIEF EXECUTIVES

FINANCE

CEX6	To reduce the annual bad debt provision for housing benefit	Necessary accounting work has been carried out as part of 2016-17 closing which shows that annual additions to the provision are no longer required	189	189		
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MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
CEX7	Extra recovery income from Housing Benefit	Target £100,000 additional recovery, necessitates investment in staffing estimated at 1 FTE - assume gradual ramp up. Amber rating because model unproven/ recovery figures are estimates	32	32	Amber rating because model unproven/ recovery figures are estimates.	
CEX8	Additional Annual leave purchase	Two years data has shown that staffing budget can be top sliced for additional annual leave purchase. There is always the risk that it is not taken up by staff in future years	10	10		
Total Chief Executives			231	231		

OPERATIONAL AND PARTNERSHIP SERVICES

OPS10	Review democratic staffing structure together with non-staff budgets.	Realigns Member and Scrutiny support. Member support already integrated and should not therefore provide further change of capacity to support Members or Scrutiny.	72	45	Original target revised as part of savings already made in previous years.	
OPS11	Review legal staffing structure together with non-staff budgets.	Return to corporate cover for additional litigation. Realignment of responsibility for staff and non staff budgets .	111	128		
OPS12	Reduction of procurement training budget	Planned training will be maintained.	23	10	Regrading of existing specialist officers following recent job evaluation review.	
OPS13	Review business support and registrars staffing structure together with non-staff budgets.	Will enable further integration of the service.	41	51		
OPS14	Restructure senior management	Restructure of management responsibility - reduction in number of staff.	43	56	Details of restructure have not been finalised to date.	
OPS19	Efficiencies from Shared Regulatory Service	The project is intended to reduce costs and maintain resilience. It is important that the project provides proportionate savings to the Directorate budget cuts to avoid other services taking disproportionate cuts.	37	37		
Total Legal, Democratic and Public Protection			327	327		

Housing

OPS15	Review staffing and non staffing budgets with SLA's	Re-alignment of staffing required, non staffing review undertaken.	138	138		
Total Housing			138	138		

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
Human Resources						
OPS16	Review HR, Communications and Caretaking staffing structure together with non-staff budgets.	Reduction in staffing likely to impact on response times.	167	167		
	Total Human Resources		167	167		
ICT						
OPS17	Further rationalisation of software and hardware budgets	Rationalisation of software and hardware usage.	210	210		
	Total ICT		210	210		
Performance						
OPS18	Review non staff budgets for performance team	Based on line by line review of budget - minimal disruption.	6	6		
	Total Performance		6	6		
	Total Operational & Partnership Services		848	848		

MONITORING OF 2018-19 BUDGET REDUCTIONS

Ref.	Budget Reduction Proposal	Impact	Proposed 2018-19 £'000	Value Likely to be Achieved 2018-19 £'000	Reason why not likely to be achievable	Mitigating action
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CORPORATE / COUNCIL WIDE

CWD1	Reduction in funding available for meeting the costs of Capital Financing	Low demand on budget in recent years due to low borrowing, so should be minimal impact in short term.	1,170	1,170	No reason why saving should not be achieved, unless there is a need for unplanned borrowing.	
CWD2	Reduction in provision for Council Tax Reduction Scheme	Budget underspent by £946k in 2016-17. 2017-18 budget includes £300,000 reduction, therefore impact will need to be monitored as this budget is demand led.	400	400	Budget is demand led and any increase in demand may lead to over spend against budget, and saving not being realised.	
CWD3	Removal of capital financing budget for Glamorgan Records Office	Loan repaid in full in 2016-17 so annual capital financing budget no longer required.	80	80		
CWD4	Reduction in centrally held budget for changes to corporate pension and national insurance costs	Lower superannuation and pensions increases in recent years than anticipated, and roll out of auto enrolment complete in 2017-18, so budgets available to be released.	773	773		
CWD5	Removal of equalisation budget for Private Finance Initiative (PFI) Scheme	Budget was originally established to equalise the funding available from Welsh Government with actual annual costs of the scheme, and is not needed in future years.	187	187		
Total Corporate / Council Wide			2,610	2,610		

GRAND TOTAL REDUCTIONS		6,123	5,803		
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ESTIMATED BUDGET REDUCTION REQUIREMENT (MOST LIKELY)

6,123 6,123

REDUCTION SHORTFALL		0	320		
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1,496	4,116
4,446	1,907
181	100
6,123	6,123

BRIDGEND COUNTY BOROUGH COUNCIL	Budget 2018-19					
	Expenditure Budget	Income Budget	Net Budget	Projected Outturn	Projected Variance Over/(under) budget	% Variance
	£000	£000	£000	£000	£000	
EDUCATION AND FAMILY SUPPORT						
School Delegated Budgets	110,591	(21,302)	89,289	89,289	(0)	0.0%
Learning	9,665	(2,888)	6,766	6,710	(56)	-0.8%
Strategic Partnerships & Comm	24,941	(11,409)	13,544	13,603	59	0.4%
Health and Safety	231	(2)	228	181	(47)	-20.7%
TOTAL EDUCATION AND FAMILY SUPPORT	145,429	(35,602)	109,827	109,783	(44)	0.0%
SOCIAL SERVICES AND WELLBEING DIRECTORATE						
Adult Social Care	61,545	(16,279)	45,266	45,751	484	1.1%
Sport, Play and Active Wellbeing	6,104	(892)	5,212	5,129	(83)	-1.6%
Safeguarding & Family Support	19,723	(991)	18,732	20,192	1,459	7.8%
TOTAL SOCIAL SERVICES AND WELLBEING	87,373	(18,162)	69,211	71,071	1,860	2.7%
COMMUNITIES DIRECTORATE						
Regeneration & Development	5,079	(2,215)	2,864	2,944	80	2.8%
Street Scene	33,766	(13,301)	20,464	21,053	589	2.9%
Directorate Business Unit	439	-	439	439	-	0.0%
Culture	288	(174)	114	114	-	0.0%
Elections	136	-	136	136	-	0.0%
Corporate Landlord	10,642	(7,243)	3,400	3,270	(130)	-3.8%
TOTAL COMMUNITIES	50,351	(22,934)	27,418	27,957	539	2.0%
OPERATIONAL & PARTNERSHIP SERVICES DIRECTORATE						
Legal Services and Democratic Services	5,286	(948)	4,338	3,922	(416)	-9.6%
Regulatory Services	1,874	(451)	1,423	1,423	-	0.0%
Transformation, Performance and Partnerships	659	(173)	486	376	(110)	-22.7%
ICT	4,987	(1,254)	3,734	3,648	(86)	-2.3%
Human Resources	3,646	(370)	3,276	2,999	(277)	-8.5%
Housing and Homelessness	8,160	(6,477)	1,683	1,578	(104)	-6.2%
TOTAL OPERATIONAL & PARTNERSHIP SERVICES	24,612	(9,673)	14,939	13,946	(993)	-6.6%
Chief Executives						
Chief Executive	516	-	516	516	-	0.0%
Finance	53,791	(50,785)	3,006	2,899	(107)	-3.6%
Internal Audit	313	-	313	250	(63)	-20.1%
TOTAL CHIEF EXECUTIVES	54,621	(50,785)	3,836	3,666	(170)	-4.4%
TOTAL DIRECTORATE BUDGETS	362,385	(137,155)	225,231	226,424	1,192	0.5%
Council Wide Budgets	41,640	(887)	40,753	38,263	(2,490)	-6.1%
NET BRIDGEND CBC	404,025	(138,042)	265,984	264,687	(1,298)	-0.5%

NB: Differences due to rounding of £000's

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Main Scheme	Whole Scheme Budget*	Budget 18-19 (Council 28.02.18)	New Approvals	Virement	Slippage	Revised Budget 2018-19	Total Exp to date	Projected Spend	Over / (Under) spend	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Education & Family Support										
Learning										
21ST CENTURY SCHOOLS BAND B	43,200	120	-	-	-	120	-	120	-	New scheme for 2018-19
PENYFAI PRIMARY	7,239	357	-	-	5	362	2	362	-	Scheme complete - compensation payments and payment to landowner expected
BRYNMENYN PRIMARY	8,500	166	-	-	289	455	(73)	455	-	
GATEWAY TO THE VALLEYS SECONDARY SCHOOL	-	150	-	-	5	155	-	155	-	
COITY PRIMARY SCHOOL	8,560	-	-	-	56	56	(132)	56	-	Scheme complete - final account to be paid in current year
GARW VALLEY SOUTH PRIMARY PROVISION	10,808	841	-	-	3,728	4,569	318	4,569	-	Welsh school construction underway and due to open this financial year
PENCOED PRIMARY	10,834	216	-	-	4,335	4,551	1,214	4,551	-	Construction underway and due to open this financial year
GARW VALLEY PRIMARY HIGHWAYS WORKS	400	-	-	-	146	146	-	146	-	
PENCOED PRIMARY SCHOOL HIGHWAYS WORKS	370	-	-	-	95	95	(8)	95	-	
BRYNMENYN SCHOOL HIGHWAYS WORK	807	-	-	-	181	181	21	181	-	
OGMORE COMPREHENSIVE	4,120	-	-	-	56	56	(89)	56	-	Scheme complete - final account to be paid in current year
CWMFELIN PRIMARY	165	-	157	8	-	165	-	165	-	Approved by Council on 20 June 2018
SCHOOL MODERNISATION RETENTIONS	475	475	-	(8)	-	467	-	467	-	
HERONSBRIDGE SCHOOL	300	-	-	-	53	53	(10)	53	-	
SCHOOLS TRAFFIC SAFETY	500	289	-	-	8	297	12	297	-	Works planned in school summer holidays (July / August)
MAESTEG COMP HIGHWAYS	500	80	-	-	8	88	(4)	88	-	Retention due to be released
EDUCATION S106 SCHEMES	-	-	-	-	-	-	2	-	-	Funded by S106
COMPLEX&MEDICAL NEEDS SCHOOLS	675	370	-	-	163	533	-	533	-	Works planned in school summer holidays (July / August)
TOTAL Learning	97,453	3,064	157	-	9,128	12,349	1,253	12,349	-	

TOTAL Education & Family Support	97,453	3,064	157	-	9,128	12,349	1,253	12,349	-	
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Social Services and Wellbeing

BRYNGARW HOUSE	-	-	-	-	-	-	2	-	-	Funded by Minor Works budget
BRYN Y CAE-UPGRADE HFE'S	-	-	-	-	-	-	23	-	-	Funded from Care Standard budget. Works required in order to comply with regulations in the homes
VARIOUS MINOR WORKS	-	-	-	-	-	-	7	-	-	
MULTI AGENCY SAFEGUARDING HUB	205	105	-	-	100	205	-	205	-	The MASH team have recently moved in to Raven's Court so there has been no spend to date
BAKERS WAY MINOR WORKS	-	-	-	-	-	-	1	-	-	
CARE STANDARDS ACT	98	100	-	-	(2)	98	-	98	-	
HARWOOD HOUSE	286	-	-	-	-	-	(6)	-	-	
ARCH WELLBEING CENTRE	500	500	-	-	-	500	-	500	-	New scheme for 2018-19
CHILDRENS RESIDENTIAL HUB	600	600	-	-	-	600	-	600	-	New scheme for 2018-19
EXTRA CARE FACILITIES	3,000	1,497	-	-	725	2,222	-	2,222	-	Construction underway and due to be completed this financial year
BRIDGELINK	30	30	-	-	-	30	-	30	-	
TOTAL Social Services & Wellbeing	4,719	2,832	-	-	823	3,655	27	3,655	-	

Communities**Street Scene**

PARKS PAVILIONS	1,000	1,000	-	-	-	1,000	-	1,000	-	
ABERFIELDS PLAYING FIELDS	11	-	-	-	11	11	-	11	-	
CITY DEAL	46,723	1,888	-	-	(191)	1,697	-	1,697	-	Re-profiling of budget
PORTHCAWL TOWN SEA DEFENCE	3,548	2,470	(166)	-	(304)	2,000	23	2,000	-	Works progressing well - funded by WG grant 75% and BCBC 25%
EASTERN PROMENADE PORTHCAWL	400	-	383	-	-	383	8	383	-	Works being tendered shortly. Funded by WG grant 75% and BCBC 25%
CORNELLY CEMETERY EXTENSION	190	190	-	-	-	190	-	190	-	New scheme for 2018-19
COYCHURCH CREM WORKS	280	-	-	-	-	-	(4)	-	-	Retention due to be released
PORTHCAWL CEMETERY EXTENSION	170	170	-	-	-	170	-	170	-	New scheme for 2018-19
REMEDIAL MEASURES - CAR PARKS	115	110	-	-	34	144	-	144	-	
CIVIL PARKING ENFORCEMENT CAR	68	68	-	-	(11)	57	-	57	-	
STREET LIGHTING ENERGY SALIX	300	300	-	-	-	300	-	300	-	New scheme for 2018-19
SAFE ROUTES TO SCHOOL	786	-	950	-	-	950	18	950	-	WG grant
ROAD SAFETY SCHEMES	241	-	-	81	-	81	(8)	81	-	Minor works allocation
HIGHWAYS STRUCTURES	200	200	-	-	-	200	(29)	200	-	Annual allocation
HIGHWAYS MAINTENANCE	250	250	-	-	-	250	(4)	250	-	Annual allocation

Main Scheme	Whole Scheme Budget*	Budget 18-19 (Council 28.02.18)	New Approvals	Virement	Slippage	Revised Budget 2018-19	Total Exp to date	Projected Spend	Over / (Under) spend	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
ROAD SAFETY IMPROVEMENTS	690	400	290	-	-	690	5	690	-	New approval is WG grant
ROAD CAPITAL IMP STRUCTURES	40	-	-	40	-	40	(1)	40	-	Minor works allocation
CARRIAGEWAY & FOOTWAYS RENEWAL	5,704	2,000	-	-	-	2,000	-	2,000	-	New scheme for 2018-19. May need to re-profile budget later in year
CARRIAGE RECONSTRUCTION	7,885	-	-	-	-	-	(17)	-	-	Final retentions due in current year
INTERNATIONAL CYCLE NETWORK	421	-	-	-	-	-	(174)	-	-	
REPLACEMENT OF STREET LIGHTING / RIVER PROTECTION MEASURES	574	400	-	-	174	574	46	574	-	Works underway
BRIDGE STRENGTHENING A4061	2,450	50	-	-	77	127	1	127	-	
COMMUNITIES MINOR WORKS	205	-	-	100	-	100	(1)	100	-	Minor works allocation
RETAINING WALL REPLACEMENT BETTWS	175	100	-	-	37	137	41	137	-	
CAR PARK PAY & DISPLAY MACHINES	85	85	-	-	-	85	-	85	-	New scheme for 2018-19
RESIDENTS PARKING BRIDGEND TOWN CENTRE	130	128	-	-	-	128	-	128	-	Able to progress when resources are available
FLEET VEHICLES	500	500	-	-	(78)	422	12	422	-	Fleet replacement plan being drawn up
RELOCATE RECYCLING CENTRE	1,328	1,320	-	-	2	1,322	-	1,322	-	Scheme at planning application stage
TOTAL Streetscene	74,469	11,629	1,457	221	(249)	13,058	(84)	13,058	-	

Regeneration & Development

BRIDGEND BUSINESS SUPPORT NETWORK	120	-	-	63	-	63	-	63	-	Funded by SRF budget
PORHCRAWL RESORT INVESTMENT FOCUS	2,555	-	1,059	403	-	1,462	86	1,462	-	ERDF grant letter signed 7 June 2018. BCBC match funded using SRF monies
EU CONVERGANCE SRF BUDGET	2,597	1,372	-	(626)	(514)	232	-	232	-	Re-profiling of SRF budget
LLYNFI DEVELOPMENT SITE	2,400	2,400	-	-	(2,400)	-	-	-	-	Slipped to 2019-20
BRIDGEND HEAT SCHEME	250	100	-	-	-	100	-	100	-	
COMMUNITY PROJECTS	264	264	-	-	14	278	-	278	-	
NANTYMOEL COMMUNITY FACILITIES	200	200	-	-	-	200	-	200	-	Report went to Cabinet in Nov 17 to extend the deadline to 31 Mar 19 for the budget to be spent
PORHCRAWL THI	1,007	35	65	100	-	200	1	200	-	Funded 50:50 Heritage Lottery Fund and SRF monies
TOTAL Regeneration & Development	9,393	4,371	1,124	(60)	(2,900)	2,535	87	2,535	-	

Property

CORPORATE LANDLORD ENERGY EFFICIENCIES SAVINGS	1,300	1,300	-	-	-	1,300	-	1,300	-	New scheme for 2018-19
ENTERPRISE HUB & SCIENCE PARK DRAINAGE	3,612	170	60	87	30	347	3	347	-	Funding has been secured for the Innovation Centre. The new approval is a contribution from SRF revenue budgets
DDA WORKS	34	-	-	-	-	-	1	-	-	
MINOR WORKS	1,540	1,540	-	(248)	620	1,912	1	1,912	-	Budget held centrally for Minor Works. Some spend incurred on revenue cost centres and transferred at year-end
BRYNCETHIN DEPOT FACILITIES	4,316	3,816	-	-	335	4,151	9	4,151	-	The project board is currently reviewing the proposals for this scheme
NON OPERATIONAL ASSETS	480	480	-	-	-	480	-	480	-	
AGILE WORKING	1,200	621	-	-	-	621	-	621	-	
CIVIC OFFICE ENVELOPE	2,545	-	-	-	54	54	2	54	-	
Total Property	15,027	7,927	60	(161)	1,039	8,865	16	8,865	-	

TOTAL Communities

TOTAL Communities	98,889	23,927	2,641	-	-	2,110	24,458	19	24,458	-
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Housing/Homelessness

MANDATORY DFG RELATED EXPEND	2,859	2,650	-	-	209	2,859	465	2,859	-	
HOUSING RENEWAL AREA	100	100	-	-	-	100	22	100	-	
EMPTY HOMES GRANTS	-	-	-	-	-	-	28	-	-	Budget included above
HOMES IN TOWN GRANT	-	-	-	-	-	-	109	-	-	Budget included above
ENABLE-SUPPORT FOR INDEPENDENT LIVING GRANT	180	-	180	-	-	180	-	180	-	WG Enable grant
BRYNMENYN HOMESLESSNESS UNIT	170	-	51	-	119	170	-	170	-	Increase funded from revenue budgets
TOTAL Housing/Homelessness	3,309	2,750	231	-	328	3,309	624	3,309	-	

ICT

ICT LAPTOP REPLACEMENT	300	300	-	-	27	327	-	327	-	
CIVIC DESKTOP PC'S	120	-	-	-	120	120	-	120	-	
DIGITAL MEETING SPACES	150	-	-	-	129	129	-	129	-	
ICT INFRA SUPPORT	300	300	-	-	-	300	-	300	-	
DIGITAL TRANSFORMATION	1,000	520	-	-	-	520	-	520	-	
TOTAL ICT	1,870	1,120	-	-	276	1,396	-	1,396	-	

TOTAL Operational & Partnership Services

TOTAL Operational & Partnership Services	5,179	3,870	231	0	604	4,705	624	4,705	0	
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Main Scheme	Whole Scheme Budget* £'000	Budget 18-19 (Council 28.02.18) £'000	New Approvals £'000	Virement £'000	Slippage £'000	Revised Budget 2018-19 £'000	Total Exp to date £'000	Projected Spend £'000	Over / (Under) spend £'000	Comments
GRAND TOTAL	206,240	33,693	3,029	-	8,445	45,167	1,923	45,167	-	

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

PUBLIC CONSULTATION PUBLIC SPACES PROTECTION ORDER CONTROL OF DOGS

1. Purpose of Report.

- 1.1 The purpose of the report is to seek authority to conduct an additional consultation in relation to Public Spaces Protection Orders (PSPO's), further to the consultation that occurred in July-Oct 2017. This consultation would specifically be to introduce dog fouling and other dog controls in Bridgend County Borough Council.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
- 2.2 **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background.

- 3.1 In a report dated 27 June 2017 entitled Public Safety Protection Orders (PSPO), Cabinet approved a Consultation to seek views on the creation of PSPO's namely to:
- maintain the existing restrictions that were in place originally created by the Designated Public Place Orders in Caerau, Pencoed, Porthcawl and Maesteg which had been converted into PSPO's on 14th October 2017.
 - Extend the area covered by the existing PSPO which replaced the Designated Public Place Order (DPPO) in Bridgend on the 14th October 2017 as described to include Coity Road, up to the entrance to the Princess of Wales Hospital
 - Maintain the existing restrictions that were in place originally created by the Gating Orders outlined which had been converted into PSPO's on 14th October 2017. These cover the rear lane between Talbot Street and Plasnewydd Street, Maesteg and control access to Elder Lane at the rear of Adare Street and Caroline, Bridgend.
- 3.2 Whilst initially Orders that would relate to the control of dogs were not included in the PSPO consultation, following a number of member representations requesting greater steps be taken to combat the issues of irresponsible dog ownership, inclusion of a PSPO consultation to also address this area is now being proposed.

- 3.3 Dog fouling remains a significant concern for the Council. Despite considerable efforts to promote responsible dog ownership, there remain a minority of dog owners who do not clean up after their dogs or keep them under control. Dog fouling is unpleasant and a risk to human health, particularly amongst children.
- 3.4 A Public Spaces Protection Order will allow the Council to introduce a range of reasonable and proportionate restrictions on the use of publicly accessible land across the County Borough that would better control the harmful activities of irresponsible dog owners whilst allowing responsible dog owners to continue to exercise their dogs without undue restrictions.

4. Current situation / proposal.

- 4.1 Dog fouling is unsightly, unpleasant and can lead to toxocariasis in humans. Toxocariasis causes serious illness and even blindness. It is caused by a parasite that lives in dogs' digestive systems. Eggs are present in the faeces of infected animals. If infected material is ingested, the eggs hatch into larvae and can cause toxocariasis. The disease can be controlled if dog faeces are disposed of immediately in a responsible manner.
- 4.2 The majority of dog owners are responsible, clean up after their dogs, and keep them under control. However, a minority of irresponsible dog owners create significant problems. The Council receives many complaints each year about dog fouling in public places. In addition, some of our playing fields need to be checked for dog fouling before they can be used to remove any dog fouling that may be present.
- 4.3 In the main responsible dog owners will use suitable judgment as to when to keep their dog on a lead and when exercising the animal off the lead, supervise the animal and respond to dog fouling or other antisocial/aggressive behaviour accordingly, removing faeces or taking corrective action as required. In some instances however this responsible supervision does not take place.
- 4.4 The PSPO regime can impose certain restrictions, to correct irresponsible behaviour with this small minority of dog owners.
- 4.5 Members will recall from the June 17 report the outlined requirements that must be followed when consulting on a proposed PSPO.
- 4.6 The Council must carry out the necessary consultation, the necessary publicity, and the necessary notification as follows.

The "necessary consultation" means consulting with: -

- a) The Chief Officer of Police for the area;
- b) Whatever community representatives the local authority thinks it appropriate to consult;
- c) The owner or occupier of the land within a restricted area (this does not apply to land that is owned and occupied by the local authority).

The "necessary publicity" means

- a) In the case of a proposed order, publishing the text of it;

The “necessary notification” means notifying the following authorities of the proposed order:

- a) The parish council or community council (if any) for the area that includes a restricted area.

4.7 It is proposed that the Council undertake a comprehensive consultation exercise with the public, relevant bodies and other interested parties on proposals to introduce a PSPO, potentially introducing prohibitions and requirements in relation to the control of dogs including: -

- a) Dog Fouling – applicable to all public places in the county borough of Bridgend County Borough;

- b) Dogs on Leads by Direction - applicable to all public places in the county borough of Bridgend County Borough;

4.8 The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

4.9 The proposed prohibition on dog fouling would make it an offence if a dog defecates on land to which a relevant PSPO applies, and the person in charge of the dog fails to remove the faeces from the land forthwith. This will include a requirement that the person in charge of the dog must have bags or other suitable means of removing the faeces with them.

4.10 The proposed dogs on leads by direction requirement will make it an offence if a person in charge of a dog fails to comply with a direction given to them by an authorised officer of the Council to put and keep the dog on a lead for such period/or in such circumstances as directed by the Officer.

4.11 The Council, in making a PSPO, may specify the amount of fixed penalty fine payable in respect of any of the above offences at no more than £100.

4.12 The Council must be able to demonstrate that a PSPO is a necessary and proportionate response to the problems caused by the activities of dogs and those in charge of them. The Council is required to balance the interests of those in charge of dogs against the interests of those affected by the activities of dogs. In the 12 month period prior to this report the Council received 351 complaints in relation to dog fouling incidents, This number whilst a significant problem in itself, the figure will not represent the totality of the actual number of instances which occur.

4.15 Consideration should be made on how any restrictions affect those who rely on assistance dogs. Should, following the conclusion of the consultation, the Council choose to make a PSPO, an exemption may be included within the Order for people with a disability. The Order should also not apply to the normal activities of working dogs, such as those used by the emergency services.

4.16 The proposed PSPO will introduce a range of reasonable and proportionate prohibitions and requirements on the use of publicly accessible land that would

better control the harmful activities of irresponsible dog owners whilst enabling responsible dog owners to continue to exercise their dogs without undue restrictions. The Order will be subject to a comprehensive public and statutory consultation so that the views of all parties are properly considered.

- 4.17 The further consultation exercise to include potential orders relating to dog control will delay Cabinet receiving the further report detailing the responses to the public consultation previously undertaken as per paragraph 3.1 and therefore delay the creation of any new PSPO's that Cabinet may decide to make in relation to restricting access via gates and the control of alcohol. During this period there are existing PSPO's in existence which will continue to have effect. The benefits of delaying will mean that if new PSPO's are created, they will all have the same commencement date and, if they are made for the same duration, the same renewal date. This may make the renewal process easier.

5. Effect upon Policy Framework & Procedure Rules.

- 5.1 If approved by Members the introduction of a Public Spaces Protection Order will need to be accompanied by a review of the Councils enforcement practices and procedures, which will need to be approved by Cabinet in due course.

6. Equality Impact Assessment

- 6.5 An Equality and Impact Assessment screening has been carried out a full Equality and Impact Assessment will be required prior to making the Order. This will be included in a further report to Cabinet, taking into consideration the outcomes of the public consultation particularly in regards to the impact to disabled groups.

7. Well-being of Future Generations (Wales) Act 2015 Assessment

- 7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment based on the 5 ways of working and any requisite mitigating measures will be required prior to making the Order. This will be included in a further report to Cabinet, taking into consideration the outcomes of the public consultation.

8. Financial Implications.

- 8.1 The Council must consider how it will enforce the prohibitions and requirements introduced under the PSPO, as failure to enforce the Order will undermine its effect.
- 8.2 It is envisaged that the authority will work with external contractors to undertake the enforcement activities associated with the proposed PSPO on a cost neutral basis as outlined in the Cabinet report 29 November 2016 Residual Waste Collection Public Awareness Information & Enforcement Proposals report.

9. Recommendation.

It is recommended that Cabinet: -

- 9.1 Undertake a public consultation exercise on the proposal to make a Public Spaces Protection Order (PSPO) to introduce dog controls in Bridgend County Borough as detailed in section 4 of this report, specifically:
- The prohibition of dog fouling in all public places,

- A requirement to carry bags or other suitable means for the disposal of dog faeces
- A requirement allowing authorised officers to give a direction that a dog be put and kept on a lead if necessary

9.2 Receive a further report detailing the responses to the public consultation previously undertaken as per paragraph 3.1 and the consultation proposed in this report, together with any recommendations for proposed PSPOs.

Mark Shephard
Corporate Director, Communities
July 2018

Contact Officer: Zachary Shell
Chief Officer Neighborhood Services

Telephone: (01656) 643403

E-mail: Zak.Shell@bridgend.gov.uk

Postal Address Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents

Cabinet Report - 27 June 2017 Public Safety Protection Orders

Cabinet report - 29 November 2016 Residual Waste Collection Public Awareness Information & Enforcement Proposals report

Anti-social Behaviour, Crime and Policing Act 2014 – Chapter 12

Anti-social Behaviour, Crime and Policing Act 2014: Reform of anti-social behaviour powers: Statutory guidance for frontline professionals, Home Office July 2014

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

JOINT REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

INDUSTRIAL STRATEGY PROSPERING FROM THE ENERGY REVOLUTION

1. Purpose of Report

- 1.1 To seek Cabinet approval for Bridgend County Borough Council (BCBC) to be part of a consortium seeking to prepare and submit a proposal to the UK Government to meet the requirements of its Industrial Strategy Challenge Fund (ISCF) as part of the Prospering From The Energy Revolution Programme.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The ISCF supports two of BCBC's Corporate Priorities which are namely:
1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
 3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background

- 3.1 The Prospering From The Energy Revolution is part of the UK Government's Clean Growth Strategy and is an ambitious blueprint for lowering carbon emissions, protecting the environment and meeting the UK climate change obligations whilst stimulating growth and prosperity, increasing earning power and creating and supporting thousands of new jobs. The Energy Revolution Challenge is designed to address many of our societal challenges that are linked to energy, namely:

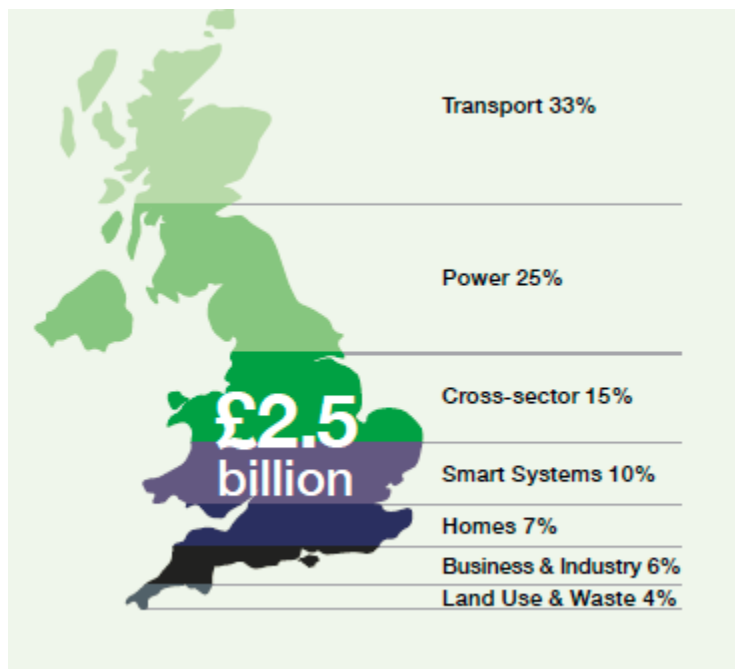
- Clean Air
- Greenhouse Gas Emissions
- Comfort and Mobility
- Cost
- Fuel Poverty
- Energy Security
- Changing Consumer Preferences
- Economic Growth
- Supply chain and skills development

- 3.2 The energy system itself is currently undergoing rapid change due to a number of factors such as:

- Decommissioning of older fossil fuel and nuclear power stations;
- Emergence of wind and solar generation;
- Adoption of electric vehicles;
- Smart meter rollout and creation of new digital platforms and consumer based systems;
- Evolving demand –side management, energy storage and peer-to-peer markets;
- Emergence of hydrogen energy.

3.3 Over £2.5 billion of Government funding will be invested in low carbon innovation up to 2021. 10% of this will be allocated to the development of smart systems designed to provide cheap and clean energy across the heat, power and transport sectors. The long term goal being to ensure that clean technologies cost less than high carbon alternatives and that UK business takes the lead in supplying them to global markets.

Figure 1 Government Funding on Low Carbon Innovation



3.4 The intention is that successful proposals will take an holistic approach to tackling the challenges facing the energy system and

- Design energy systems built around the needs of consumers, local communities and future proofed against change;
- Integrate heat, transport and power to reduce costs and improve efficiency;
- Utilise smarter decision making, best use of information and ICT technologies to improve infrastructure productivity;
- Demonstrate technologies and infrastructures at scale, alongside new business models.

3.5 The Prospering from the Energy Revolution has created a local energy systems fund which contains over £40 million to support smart local energy system demonstrators and designs. The fund is designed to accelerate up to 3 innovative local smart energy system demonstrations and 3 design projects able to deliver new

benefits across the energy value chain by 2022. The fund will run from January 2019 to March 2022 and is open to bids from across the UK.

- 3.6 Total costs can be between £26 and £160 million with private sector match funding being at a 1:1 ratio and leverage funding (public sector investment) being at 3:1. Projects should last 24-36 months, with between 9 – 12 months of operating data secured within that period.

4. Current Situation / Proposal

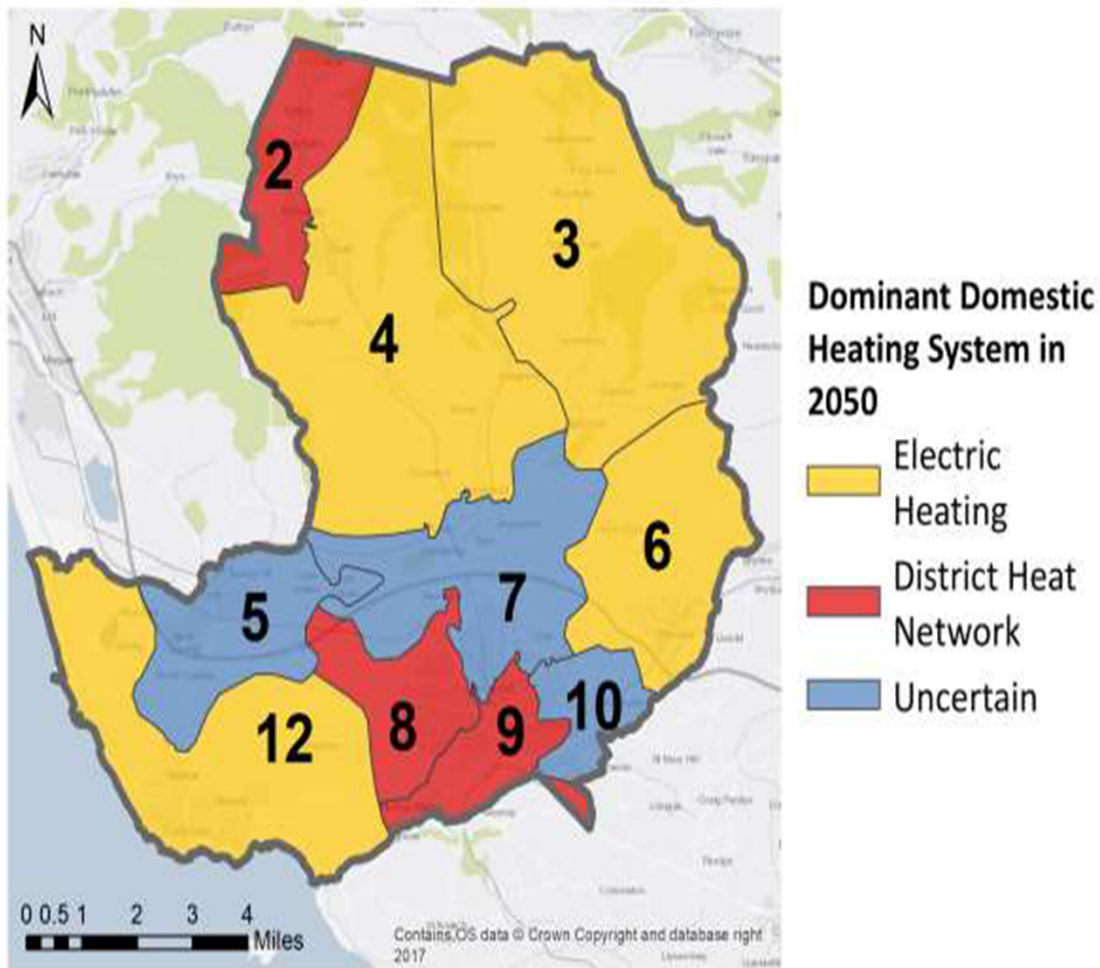
- 4.1 The Prospering from the Energy Revolution Programme is designed to be business led and would be delivered through an innovative and ambitious consortium. The ideal consortium (comprised by Innovate UK) would be comprised of:

- Project Developers
- ICT Specialists
- Technology Developers
- Local Authorities
- Energy Sector Companies
- Research Institutions
- Multi-disciplinary Consultants

- 4.2 The Proposal will be led by Cenin Renewables a local company based at the Parc Stormy site. Hitachi and Jacobs (who are a multi-disciplinary consultancy) are also involved in the development of the proposal.

- 4.3 The strategic basis of the proposal will be to utilise the Local Area Energy Strategy (LAES) (Figure 2) that has been developed for Bridgend as part of the Smart System and Heat Programme alongside the Smart Digital Master Plan created by Hitachi. The LAES shows how heat within Bridgend can be decarbonised out to 2050 to meet UK Government carbon budgets. The digital master plan details how digital technology can develop integrated solutions for the decarbonisation of heat, power and transport that have benefits across the entire energy system.

Figure 2 Local Area Energy Strategy



* Uncertain means there is no dominant solution and there will be a mixture of district heat, electrification and hybrid systems.

4.4 The proposal for the ISCF is subject to commercial confidentialities due to the role of the private sector within the proposal. However the intention is that the Cenin Renewables site near Porthcawl could utilise its power generation capability to become a decarbonised hub. Essentially the proposal is built around the premise that:

1. The energy mix within Bridgend County Borough would be changed and decarbonised;
2. A smart grid would be created led by a primary aggregator (private sector role);
3. Energy generation would become decentralised and decarbonised through the use of local generation (e.g. Cenin site, creation of new CHP assets);
4. Use of innovation tools to create peer to peer trading networks, storage, charging facilities for electric vehicles and new business models;
5. New energy efficiency and storage techniques will be driven by costs and carbon targets;
6. Bridgend will evolve into an inter-connected area where customers will be at the heart of the energy system through connectivity and empowerment;

7. Change will be felt across the entire value chain creating business opportunities for multiple players within the energy space.

4.5 Discussions have been held at a City Deal level and the Bridgend proposal will be a pathfinder project for the Capital Region where learning and supply chain opportunities can be generated for the region. If successful City Deal monies could be leveraged into scheme at a future point.

5. Effect upon Policy Framework & Procedure Rules

5.1 BCBC is not leading the consortium and any projects over which BCBC has direct control would follow normal procurement routes.

6. Equality Impact Assessment

6.1 The BCBC Equalities Impact Assessment Toolkit would be utilised for BCBC elements of the proposal.

7. Well-being of Future Generations (Wales) Act 2015 Implications

7.1 The programme is a positive step in regard to the Council's role in complying with the Well-being of Future Generations (Wales) Act 2015. The programme offers an opportunity for Bridgend to be established as a strategic decarbonisation hub within the UK and builds on the work being developed with the Energy Systems Catapult through the Smart System and Heat Programme

7.2 In terms of meeting the 5 ways of working within the Act the

1. **Long Term:** The programme will provide a low carbon source of heat, power and transport that will provide long term solutions to the decarbonisation of the energy system within Bridgend.
2. **Prevention:** Offering price stability will ensure that decarbonisation offers solutions for everyone not just the ability to pay market.
3. **Integration:** The project offers an opportunity to create a low carbon hub within Bridgend that will offer carbon reductions, reduced fuel bills and create economic opportunities through a clearly identified value chain.
4. **Collaboration:** BCBC is working in partnership with both UK Government and Welsh Government as well as private sector partners to deliver the decarbonisation agenda.
5. **Involvement:** The project involves working with a variety of stakeholders to deliver sustainable solutions around the delivery of heat and comfort for residents.

8. Financial Implications

8.1 BCBC is not leading the consortium developing the proposal for the ISCF bid and will not be directly handling grant funding for any of the consortium partners. A governance structure for the consortium would be put in place if the proposal was successful. There will be annual stage gate reviews with each partner being responsible for drawing down their own grant monies from Innovate UK. No other partners within the consortium will be responsible for covering partner's

contributions or repaying grant funding due to the actions of other members of the consortium.

- 8.2 BCBC is not expected to offer funding into the consortium beyond what it is seeking to do as part of its commitment to delivering the Bridgend Town Heat Network Project which could form part of the proposal. There still remains a funding shortfall on the Town Heat Network as outlined in the report to Cabinet in April.
- 8.3 There will be an opportunity for the Council to recover project management staff costs from any successful application provided that these do not exceed 30% of the overall project costs. For this reason, it is anticipated that there would be no additional burden to the Council for participating in the Consortium.

9. Recommendations

It is recommended that:

- 9.1 (i) Approve Bridgend County Borough Council participating in the Prospering from the Energy Revolution ISCF proposal.

MARK SHEPHARD
CORPORATE DIRECTOR COMMUNITIES
July 2018

Contact Officer: Mark Shephard
Telephone: 01656 643380
E-mail: Mark.Shephard@bridgend.gov.uk

Background documents:

- 1. ISCF Introduction Slide Pack**
- 2. Prospering from the Energy Revolution Slide Pack**



Industrial Strategy: Clean Growth Grand Challenge

Sally Fenton, BEIS

The Clean Growth Strategy

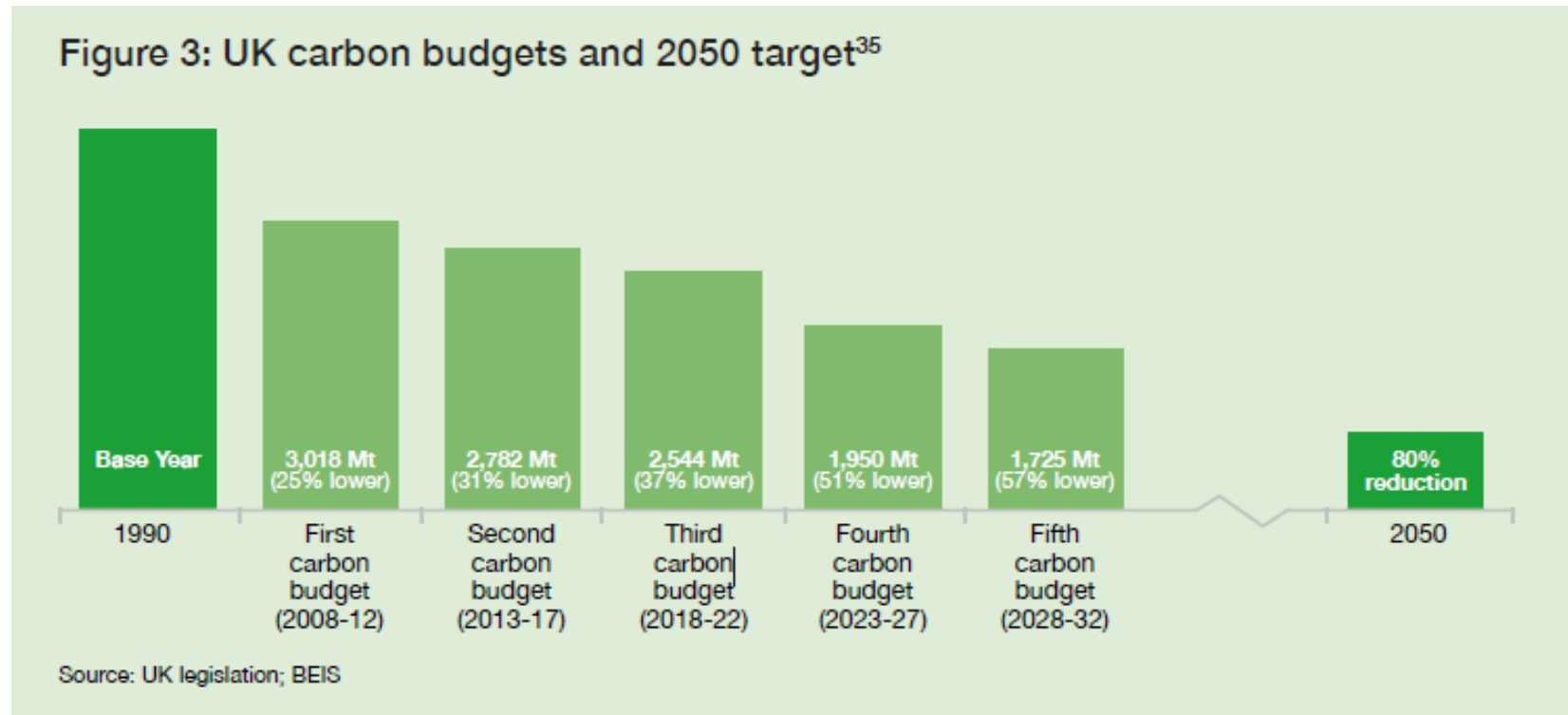


An ambitious **blueprint for lowering carbon emissions, protecting the environment** and meeting our climate change obligations while **stimulating growth and prosperity**, increasing **earning power** and **creating and supporting thousands of jobs**.

UK Research
and Innovation



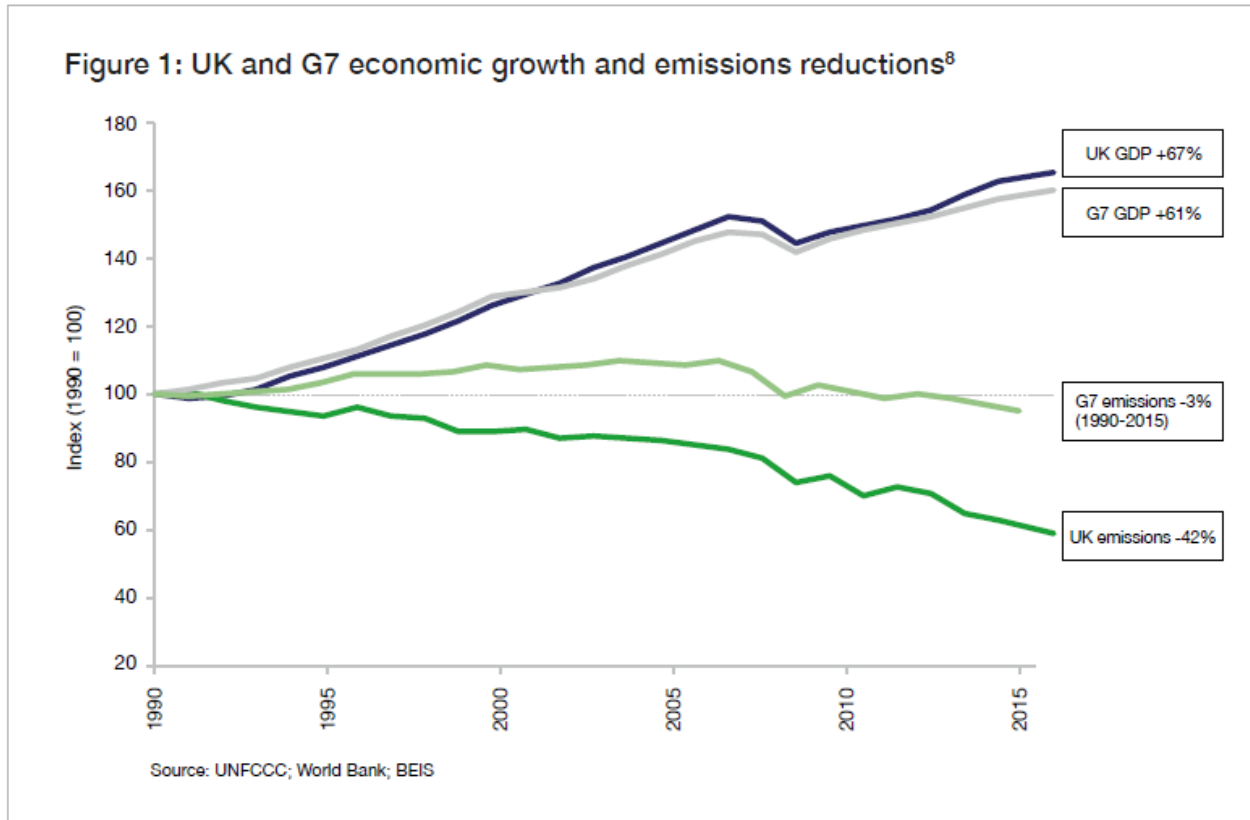
Challenge ahead



EEF 6th December 2017

UK Research
and Innovation







Building on good progress



EEF 6th December 2017

UK Research
and Innovation

What's in the Strategy?

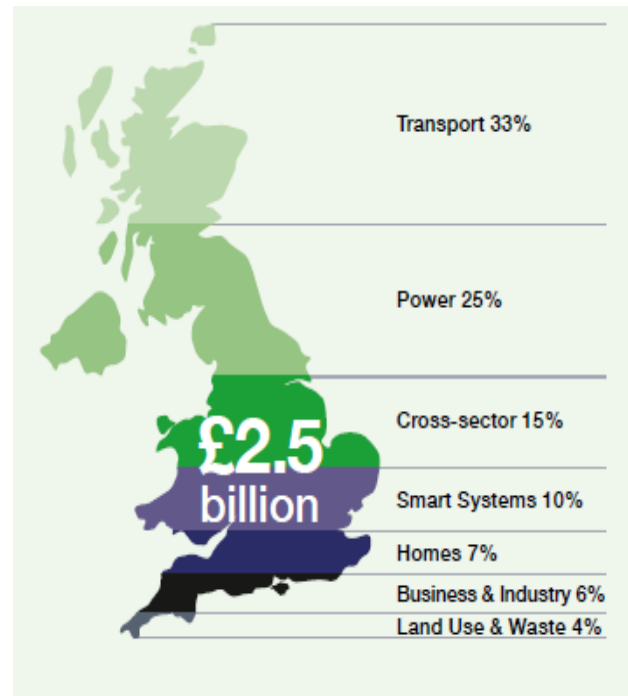
 <p>Business and industry efficiency</p> <p>Package of measures to improve business energy efficiency by at least 20% by 2030 – cutting costs and improving productivity.</p>	 <p>Improving our homes</p> <p>Households to benefit from lower bills and warmer homes with aspiration for as many homes as possible to be EPC Band C by 2035.</p>
 <p>Low carbon transport</p> <p>End the sale of new conventional petrol and diesel cars and vans by 2040.</p> <p>£1 billion to support the take-up of ultra low emission vehicles.</p>	 <p>Clean, smart, flexible power</p> <p>Investing in renewables such as offshore wind, with up to half a billion pounds for further auctions.</p> <p>Phasing out use of unabated coal to produce electricity by 2025.</p>
 <p>Enhancing our natural resources</p> <p>Future system of agricultural support to focus on delivering better environmental outcomes, including addressing climate change more directly.</p>	 <p>Leading in the public sector</p> <p>Introduce a voluntary public sector target of 30% reduction in carbon emissions by 2021.</p>

Clean Growth Strategy: Innovation



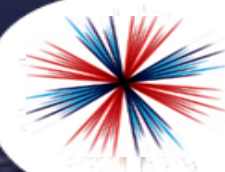
Over £2.5 billion of Government funding will be invested in low carbon innovation up to 2021, part of the largest increase in public spending on science, research and innovation in over 30 years.

The Strategy sets out, for the first time, where Government funding is targeted



UK Research and Innovation

Clean Growth in the Industrial Strategy



**INDUSTRIAL
STRATEGY**

Industrial Strategy: Overview



We will create an economy that boosts productivity and earning power throughout the UK:



UK Research and Innovation

We will set Grand Challenges to put the future of the UK at the forefront of the industries of the future:

- AI & Data Economy**
We will put the UK at the forefront of the artificial intelligence and data revolution
- Future of Mobility**
We will become a world leader in the way people, goods and services move
- Clean Growth**
We will maximise the advantages for UK industry from the global shift to clean growth
- Ageing Society**
We will harness the power of innovation to help meet the needs of an ageing society

Context for Clean growth

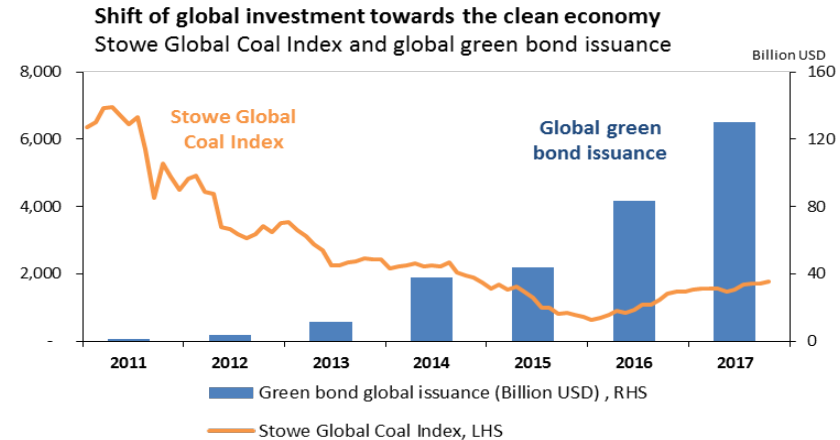


The move to cleaner economic growth is one of the greatest industrial opportunities of our time.

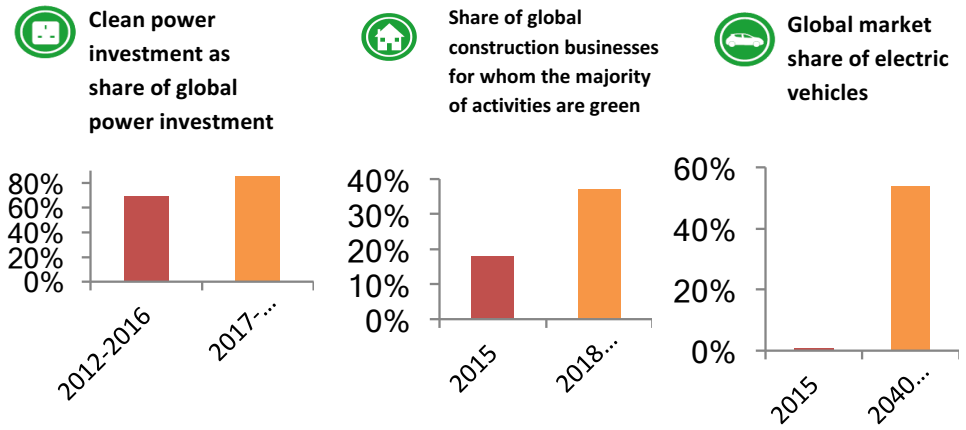
The Paris Agreement of 2015 commits countries to revolutionising power, transport, heating and cooling, industrial processes and agriculture.

The effect of these changes will be felt by businesses throughout the economy, and will involve the reallocation of trillions of pounds of public and private finance towards the pursuit of cleaner growth.

We will aim to maximise UK businesses' share of global markets as they are transformed by the shift to clean growth.



The clean economy's growing share of global markets





Clean Growth Grand Challenge

We will maximise the advantages for UK industry from the global shift to clean growth – through leading the world in the development, manufacture and use of low carbon technologies, systems and services that cost less than high carbon alternatives

We will take action to establish and extend UK leadership in the following early priority areas:

- develop smart systems for cheap and clean energy across power, heating and transport
- transform construction techniques to dramatically improve efficiency
- make our energy-intensive industries competitive in the clean economy
- put the UK at the forefront of the global move to high-efficiency agriculture
- make the UK the global standard-setter for finance that supports clean growth
- develop UK leadership in low carbon transport across road, rail, aviation and maritime

We will:

- *increase our support for innovation so that the costs of clean technologies, systems and services are reduced across all sectors,*
- *align our policies, regulations, taxes and investments to grow the markets for these new innovations so that they are successfully commercialised in the UK.*

Our long-term goals are to make clean technologies cost less than high carbon alternatives, and for UK businesses to take the lead in supplying them to global markets.

Industrial Strategy Challenge Fund

- Industry-led and powered by multi-disciplinary research and business academic collaboration
- Developing UK industries that are fit for the future, driving progress in technologies where the UK can become a world-leader in research and commercialisation
- Not business as usual.....
 - Focussed on improved productivity and economic benefit across the UK
 - Clear, measurable Challenge statements
 - Needs clear industry buy-in to delivering ambitious outcomes

Page 80

Wave 1 challenges



Medicines manufacturing technologies

Robots for a safer world



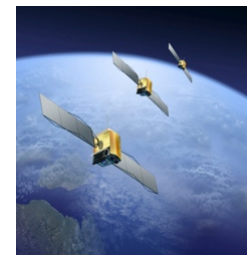
Batteries for clean and flexible energy storage

Self-driving vehicles



Manufacturing and materials of the future

Satellites and space technology



UK Research and Innovation

Page 81

Wave 2 challenges

Transforming construction



Data to early diagnosis & precision medicine



Transforming food production



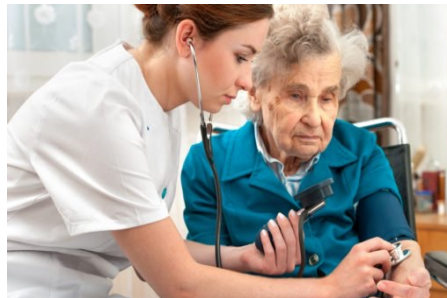
Next generation services



Energy revolution



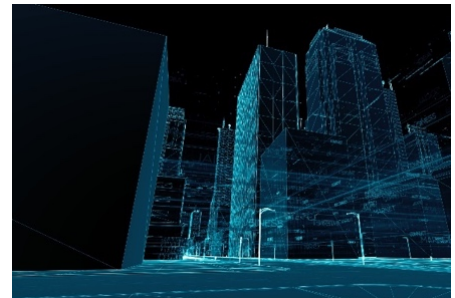
Healthy ageing



Audience of the future



Quantum technology



UK Research and Innovation

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Industrial Strategy: Prospering from the energy revolution

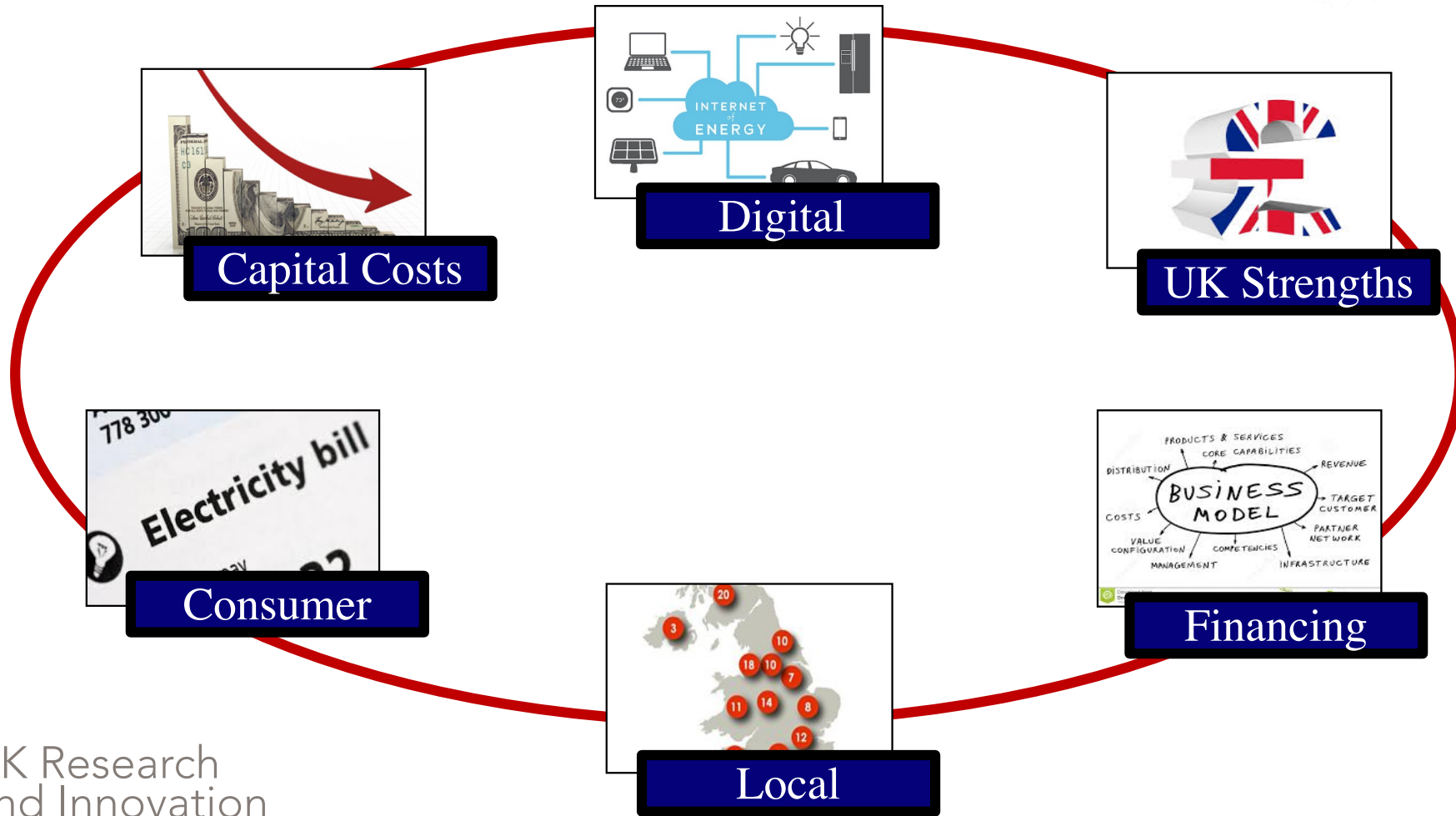
Rob Saunders, Interim Challenge Director



The energy revolution challenge:

Prove by 2022 that local, investable, consumer-centric energy approaches can create prosperous clean energy communities across the UK

Energy Revolution: The Context

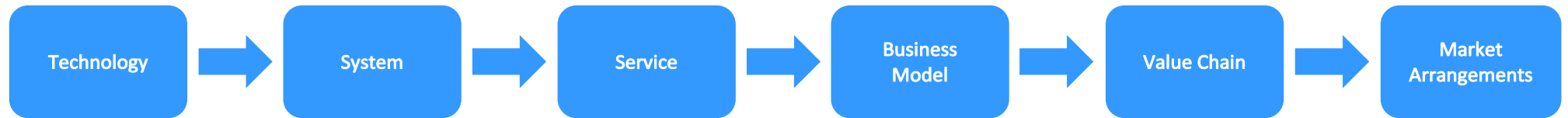


UK Research and Innovation

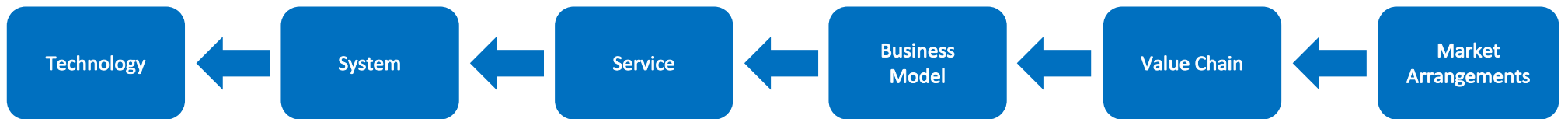
Energy Revolution: Pull, not push.



“Traditional” Energy Innovation Approach



A new approach...





Energy Revolution: Programme Objectives

- 1. Prove investable, scalable local business models by 2022, that**
 - deliver cleaner, cheaper energy services
 - build more prosperous and resilient communities
 - benefit the whole energy system
 - use integrated, intelligent approaches
- 2. Unlock 10x future private investment** in local integrated energy systems in 2020s (vs business as usual).
- 3. Accelerate new products and services to commercialisation** creating real world proving grounds.
- 4. Build UK leadership** in integrated energy services provision

What will the programme do to deliver these?



Practical Demonstrators




Advanced Designs

Future Energy Model Proving
£41.5m funding launched 11th April

This block contains two images side-by-side. The left image shows a dense urban cityscape with the text "Practical Demonstrators" overlaid. The right image shows a detailed architectural rendering of a modern residential or commercial development with green spaces and water features, with the text "Advanced Designs" overlaid. Below these images, the text "Future Energy Model Proving" is written in white, and "£41.5m funding launched 11th April" is written in red.

Technology Development

This block features a central image of a person wearing blue nitrile gloves holding a small, dark, rectangular electronic component or chip. The background is a dark, textured surface. Below the image, the text "Technology Development" is written in white.

Expertise, Capability, Coordination.

This block features an image on the left showing a person in a dark suit standing with their back to the camera, looking at a large chalkboard filled with complex mathematical equations and diagrams. To the right of the image, the text "Expertise, Capability, Coordination." is written in white.

Future Energy Models: What benefits, for who?



Central Government

- Policy Learning on revolutionary models
- *Accelerated progress to Carbon Budget 5*
- *Design of system cost reductions to £8bn/yr*
- *High value jobs proven across UK*

Businesses

- Innovation proving ground
- New integrated design service proving
- World-leading showcase to catalyse export.
- Cutting edge innovation integrated into new models

Consumers:

- Thousands of users with cleaner cheaper energy
- *Radical new, engaging clean energy models for 2020s*
- *>25% bills reductions, ready for Carbon Budget 5*
- *More competitive Markets*

Research & Academia

- New data streams
- New modelling services
- Evaluation of multiple future designs
- World-leading research programme

Investors

- Engagement in radical new investable models for 2020s
- Foresight of new scalable revenue streams
- Investment Pipeline for 2020s

Local Authorities

- Decarbonisation assistance
- Fuel Poverty assistance
- Capability Building
- Investable local energy plans
- *10x Local investment*
- *High Value local jobs development*



UK Research
and Innovation



BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

REPORT BY THE INTERIM CORPORATE DIRECTOR - EDUCATION AND FAMILY SUPPORT

APPOINTMENT OF LOCAL AUTHORITY GOVERNORS

1. Purpose of report:-

- 1.1 The purpose of this report is to seek approval from Cabinet for the appointment of local authority governors to the school governing bodies listed at paragraph 4.1.

2. Connection to corporate improvement objectives/other corporate priorities:-

- 2.1 This report assists in the achievement of the following corporate priority/priorities:

- Supporting a successful economy – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.

3. Background:-

- 3.1 In accordance with the Council's '*Guidance on the appointment of local education authority governors*' approved by Cabinet on 14 October 2008, officers have considered applications received for current and forthcoming vacancies for local authority governor positions on school governing bodies (see paragraphs 4.1 and Appendix A).

4. Current situation/proposal:-

- 4.1 For the eight schools below, all nine applicants met the approved criteria for appointment as local authority governors and there was no competition for any of the vacancies. Therefore, the recommended appointments are:

Mr Nigel Burnap	Afon y Felin Primary School
Mr Ian Phillips	Afon y Felin Primary School
Cllr Richard Young	Litchard Primary School
Cllr Phil White	Nantyffyllon Primary School
Mrs Deborah Dawson	Nottage Primary School
Cllr Alex Williams	Pencoed Comprehensive School
Dr Alison Meredith Thomas	West Park Primary School
Mrs Elin Mair Mannion	Ysgol Gyfun Gymraeg Llangynwyd
Cllr Richard Young	Ysgol Bryn Castell

- 4.2 Subject to the above appointments being approved, there are still 17 vacancies that need to be filled in 15 schools (see Appendix A).

5. Effect upon policy framework and procedure rules:-

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

6. Equality Impact Assessment

6.1 An assessment of the appointment of local authority governors identifies that there are no equalities issues related to this report.

7. Well-being of Future Generations (Wales) Act 2015 implications:-

7.1 The Well-being of Future Generations (Wales) Act 2015 assessment has been Completed and is detailed in Appendix B. A summary of the implications from the assessment relating to the five ways of working is as follows:

Long Term – While it is desirable for local authority governors to have previous or relevant experience of the role, in the short-term, the local authority may support any person for such an appointment who is interested in supporting schools, is not disqualified from being a school governor and is willing and able to dedicate the necessary time to the role.

Prevention – The local authority assesses the suitability of applicants for the local authority governor vacancy/vacancies applied for. The local authority, in conjunction with the Central South Consortium, supports governors with a comprehensive programme of both mandatory and voluntary training and access to resources, to enable them to develop and maintain their knowledge and skills, and be successful in fulfilling the role.

Integration – School governing bodies have a strategic role in running schools and ensuring that all pupils are supported to learn and achieve so that they can access opportunities for further learning and employment, know how to maintain their wellbeing, can play active roles in their communities and can contribute positively to society as a whole.

Collaboration – School governing bodies have a strategic role in ensuring that schools safeguard the health and wellbeing of pupils and staff. The local authority, in conjunction with the Central South Consortium, provides training to governors to enable them to develop and maintain their relevant knowledge, skills and effectiveness in this respect.

Involvement – The local authority treats all applications for local authority governor vacancies fairly, to ensure equality of opportunity. School governing bodies have a strategic role in ensuring that schools safeguard the health and wellbeing of pupils and staff. The local authority, in conjunction with the Central South Consortium, provides training to governors to enable them to develop and maintain their relevant knowledge, skills and effectiveness in this respect.

8. Financial implications:-

8.1 There are no financial implications regarding this report.

9. Recommendation:-

9.1 Cabinet is recommended to approve the appointments listed in paragraph 4.1.

Mr Lindsay Harvey

Interim Corporate Director - Education and Family Support

Contact Officer: Mandy Jones
Learner Support Officer

Telephone: (01656) 642629

E-mail: Amanda.Jones@bridgend.gov.uk

Postal Address Education and Family Support Directorate
Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents:-

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

Appendix A

Local Authority Governor vacancies: current and forthcoming (up to the end of August 2018)

Name of school	Number of current and forthcoming vacancies
Bryntirion Comprehensive School	1
Abercerdin Primary School	1
Afon y Felin Primary School	1
Caerau Primary School	1
Cefn Glas Infants School	1
Llangynwyd Primary School	2
Ogmore Vale Primary School	1
Nottage Primary School	1
Pencoed Comprehensive School	1
Plasnewydd Primary School	2
St Mary's Primary Catholic School	1
St Robert's Primary Catholic School	1 (from July 2018)
Tremains Primary School	1
Tynyrheol Primary School	1
Ysgol Gymraeg Bro Ogwr	1
TOTAL VACANCIES	17

Appendix B

WELL-BEING OF FUTURE GENERATIONS (WALES) ACT 2015 ASSESSMENT

Project Description (key aims):

Appointment of local authority governors to the governing bodies of maintained schools in Bridgend

Section 1

Complete the table below to assess how well you have applied the 5 ways of working.

Long-term

(The importance of balancing short term needs with the need to safeguard the ability to also meet long term needs)

1. How does your project / activity balance short-term need with the long-term and planning for the future?

The governing body of a maintained school is responsible for the conduct of a school. It takes a strategic role in the running of the school, meaning that it must decide what it wants the school to achieve and must set out a framework for getting there. That framework will include a number of short, medium and long-term aims, objectives and targets.

Each governing body of a maintained school must be constituted in accordance with the Education Act 2002. All governing bodies have a combination of appointed or elected governors of various types. The four compulsory, common stakeholder groups are parents, teacher, staff and local authority representatives. (Others groups vary according to the category of school and may include foundation, community, representative and partnerships governors.) Local authority governors are appointed by the local authority. All school governors are volunteers.

Optimal performance in discharging the governance functions occurs when all roles on the governing body are filled by individuals who have previous experience working as a governor and/or working with schools or in educational settings and/or any experience, at home, at work or elsewhere, that may be relevant to the school governor role. However, the local authority approach to recruitment of local authority governors has to take account of the fact that local authority representatives are one of the compulsory stakeholder groups and, in the short-term, the local authority may support any person for such an appointment who is interested in supporting schools, is not disqualified from being a school governor and is willing and able to dedicate the necessary time to the role. The local authority, in conjunction with the Central South Consortium, supports new governor appointments with a comprehensive programme of both mandatory and voluntary training and access to resources, to enable them to develop their knowledge and skills and be successful in fulfilling the role.

<p>Prevention</p> <p>(How acting to prevent problems occurring or getting worse may help public bodies meet their objectives)</p>	<p>2. How does your project / activity put resources into preventing problems occurring or getting worse?</p> <p>The local authority acts to fill governor vacancies as soon as possible. Vacancies are advertised to elected members and all existing members of governing bodies. Information about the role of governors and how to become a local authority governor is published on the local authority's website.</p> <p>The local authority seeks information from each applicant for a local authority governor appointment relating to relevant past and present experience and skills, the reasons why the applicant wishes to become a governor and the areas in which the applicant feels able to contribute to the function and work of the governing body. The local authority also seeks information on the reasons for the choice/s of school including the applicant's knowledge of the school and any past or present associations with the school. The local authority uses this information as part of considering the suitability of the applicant for the vacancy/vacancies applied for.</p> <p>The local authority, in conjunction with the Central South Consortium, supports both new governor appointments and existing governors with a comprehensive programme of both mandatory and voluntary training and access to resources, to enable them to develop and maintain their knowledge and skills, and be successful in fulfilling the role.</p>
<p>Integration</p> <p>(Considering how the public body's well-being objectives may impact upon each of the wellbeing goals, on their objectives, or on the objectives of other public bodies)</p>	<p>3. How does your project / activity deliver economic, social, environmental & cultural outcomes together?</p> <p>Local authority governors are a key stakeholder group on school governing bodies. School governing bodies take a strategic role in running schools ensuring that all pupils are supported to learn and achieve such that they are able to access opportunities for further learning and employment, know how to maintain their wellbeing, can play active roles in their communities and contribute positively to society as a whole.</p>
<p>Collaboration</p>	<p>4. How does your project / activity involve working together with partners (internal and external) to deliver well-being objectives?</p>

(Acting in collaboration with any other person (or different parts of the body itself) that could help the body meet its well-being objectives)	The governing body of a school oversees the achievement of aims, objectives and targets for ensuring that the school safeguards the health and wellbeing of its pupils and staff. The local authority, in conjunction with the Central South Consortium, provides a training programme for both new governor appointments and existing governors to enable them to develop and maintain their relevant knowledge, skills and effectiveness in this respect.
Involvement (The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves)	<p>5. How does your project / activity involve stakeholders with an interest in achieving the well-being goals? How do those stakeholders reflect the diversity of the area?</p> <p>The governing body of a school oversees the achievement of aims, objectives and targets for ensuring that the school safeguards the health and wellbeing of its pupils and staff. The local authority, in conjunction with the Central South Consortium, provides a training programme for both new governor appointments and existing governors to enable them to develop and maintain their relevant knowledge, skills and effectiveness in this respect.</p> <p>The local authority treats all applications for local authority governor vacancies fairly to ensure equality of opportunity.</p>

Section 2		
Assess how well your project / activity will result in multiple benefits for our communities and contribute to the national well-being goals (use Appendix 1 to help you).		
Description of the Well-being goals	How will your project / activity deliver benefits to our communities under the national well-being goals?	Is there any way to maximise the benefits or minimise any negative impacts to our communities (and the contribution to the national well-being goals)?
<p>A prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>Local authority governors are a key stakeholder group on school governing bodies. School governing bodies take a strategic role in running schools ensuring that all pupils are supported to learn and achieve such that they are able to access opportunities for further learning and employment.</p> <p>In particular, school governing bodies take a strategic role in both ensuring the school acts to improve learner outcomes for vulnerable groups of children and ensuring that strategies are progressed to assist more-able young people reach their full potential.</p>	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, closely monitors the performance of schools/governing bodies in discharging their responsibilities.</p>
<p>A resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p>Local authority governors are a key stakeholder group on school governing bodies. School governing bodies take a strategic role in running schools, ensuring delivery of the national curriculum.</p> <p>The national curriculum includes personal and social education with the specific aims</p>	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, closely monitors the performance of schools/governing bodies in delivering the national curriculum.</p>

	<p>being to:</p> <ul style="list-style-type: none"> • develop learners’ self-esteem and a sense of personal responsibility; • promote self-respect, respect for others and celebrate diversity; • equip learners to live safe, healthy lives; • prepare learners for the choices and opportunities of lifelong learning; • empower learners to participate in their schools and communities as active responsible citizens locally, nationally and globally; • foster positive attitudes and behaviour towards the principles of sustainable development and global citizenship; and • prepare learners for the challenges, choices and responsibilities of work. 	
<p>A healthier Wales A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	<p>Local authority governors are a key stakeholder group on school governing bodies. School governing bodies take a strategic role in running schools, ensuring delivery of the national curriculum.</p> <p>The national curriculum includes personal and social education with the specific aims being to:</p> <ul style="list-style-type: none"> • develop learners’ self-esteem and a sense of personal responsibility; • promote self-respect, respect for others and celebrate diversity; • equip learners to live safe, healthy lives; • prepare learners for the choices and 	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, closely monitors the performance of schools/governing bodies in delivering the national curriculum and discharging all responsibilities.</p>

	<p>opportunities of lifelong learning;</p> <ul style="list-style-type: none"> • empower learners to participate in their schools and communities as active responsible citizens locally, nationally and globally; • foster positive attitudes and behaviour towards the principles of sustainable development and global citizenship; and • prepare learners for the challenges, choices and responsibilities of work. 	
<p>A more equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</p>	<p>School governing bodies take a strategic role in ensuring the school acts to improve learner outcomes for vulnerable groups of children and ensure equality of opportunity.</p> <p>The local authority treats all applications for local authority governor vacancies fairly to ensure equality of opportunity.</p>	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, closely monitors the performance of schools/governing bodies in discharging their responsibilities.</p>
<p>A Wales of cohesive communities Attractive, viable, safe and well-connected communities.</p>	<p>Schools/governing bodies play a pivotal role in the community and contributing to community cohesion, not only through education provision but also through a focus on relationship between pupils and the school, their community and wider society. They provide opportunities for people to interact, work together, develop positive relationships and make a contribution to their community. Further, they emphasise the importance of a</p>	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, evaluates how schools/governing bodies support and enable children and young people to contribute to their communities. Also how well decisions are made and priorities are set for improvement that balance immediate, short-term needs with the long-term needs of learners, the local community and Wales.</p>

	common vision, shared values based on democracy, equality, diversity, tolerance, fairness and justice and creating a sense of belonging.	
<p>A Wales of vibrant culture and thriving Welsh language</p> <p>A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>	<p>The Welsh language, art and design, design and technology, music, history and physical education all forms part of the national curriculum in Wales.</p> <p>Local authority governors are a key stakeholder group on school governing bodies. School governing bodies take a strategic role in running schools, ensuring delivery of the national curriculum.</p>	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, closely monitors the performance of schools/governing bodies in delivering the national curriculum.</p>
<p>A globally responsible Wales</p> <p>A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>	<p>Local authority governors are a key stakeholder group on school governing bodies. School governing bodies take a strategic role in running schools ensuring that all pupils are supported to learn and achieve such that they are able to access opportunities for further learning and employment, know how to maintain their wellbeing, can play active roles in their communities and contribute positively to society as a whole.</p>	<p>The local authority, in conjunction with the Central South Consortium and partners such as Estyn, closely monitors the performance of schools/governing bodies in discharging their responsibilities.</p>

Section 3		Will your project / activity affect people or groups of people with protected characteristics? Explain what will be done to maximise any positive impacts or minimise any negative impacts		
Protected characteristics	Will your project / activity have any positive impacts on those with a protected characteristic?	Will your project / activity have any negative impacts on those with a protected characteristic?	Is there any way to maximise any positive impacts or minimise any negative impacts?	
Age:	Yes	No	Performance monitoring and evaluation.	
Gender reassignment:	Yes	No	Performance monitoring and evaluation.	
Marriage or civil partnership:	Yes	No	Performance monitoring and evaluation.	
Pregnancy or maternity:	Yes	No	Performance monitoring and evaluation.	
Race:	Yes	No	Performance monitoring and evaluation.	
Religion or Belief:	Yes	No	Performance monitoring and evaluation.	
Race:	Yes	No	Performance monitoring and evaluation.	
Sex:	Yes	No	Performance monitoring and evaluation.	
Welsh Language:	Yes	No	Performance monitoring and evaluation.	

Section 4	Identify decision meeting for Project/activity e.g. Cabinet, Council or delegated decision taken by Executive Members and/or Chief Officers
Cabinet	
Compiling Officers Name:	Dawn Davies
Compiling Officers Job Title:	Principal Officer, Knowledge and Learner Support
Date completed:	28 June 2018

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

REPORT OF THE HEAD OF LEGAL AND REGULATORY SERVICES

FORWARD WORK PROGRAMME

1. Purpose of Report .

- 1.1 The purpose of this report is to seek Cabinet approval for items to be included on the Forward Work Programme for the period 1 October 2018 to 31 January 2019.

2. Connection to Corporate Improvement Objectives.

- 2.1 The active engagement with the public regarding key decisions of the Authority contributes to all of the following Corporate Priorities.

1. **Supporting a successful economy** – taking steps to make the county a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
3. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background.

- 3.1 The Constitution of the Council explains that the Forward Work Programme will be prepared by the Solicitor to the Council to cover a period of four months except when ordinary elections of councillors occur, in which case the forward work programme will cover the period up to the date of the elections.
- 3.2 The Forward Work Programme will contain matters which the Cabinet, Overview and Scrutiny Committees and full Council are likely to consider. It will contain information on:
- (a) the timetable for considering the Budget and any plans, policies or strategies forming part of the Policy Framework and requiring Council approval, and which body is to consider them;
 - (b) the timetable for considering any plans, policies or strategies which are the responsibility of the Cabinet;

- (c) any individual matters on which the Cabinet intends to consult in advance of taking a decision, and the timetable for consultation and decision;
- (d) the work programme of the Overview and Scrutiny Committees, to the extent that it is known.

3.3 The Forward Work Programme will be published at least 14 days before the start of the period covered. The Authority is required to publish once a year a notice in at least one newspaper circulating in the area, stating that a forward work programme will be published and giving the publication dates for that year.

3.4 The recent Wales Audit Office report also identifies that the Council should improve the availability and accessibility of information relating to decision-making on significant service change.

4. Current situation / proposal.

4.1 The proposed Forward Work Programmes are described below:

- Cabinet 1 October 2018 to 31 January 2019 - **Appendix 1**
- Council 1 October 2018 to 31 January 2019 - **Appendix 2**
- Overview and Scrutiny - **Appendix 3**

4.2 Following consideration by Cabinet, the Forward Work Programme will be published on 17 September 2018.

5. Effect upon Policy Framework and Procedure Rules.

5.1 There are no implications relating to the Policy Framework and Procedure Rules

6. Equality Impact Assessment

6.1 There are no negative equality implications arising from this report.

7. Financial Implications.

7.1 There will be a translation cost of approximately £60 for each quarterly update of the Forward Work programme when it is published on the Bridgend County Borough Council Website. These will be met from within existing budgets.

8. Wellbeing of Future Generations (Wales) Act 2015

8.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

9. Recommendation.

9.1 Cabinet is recommended to:

- Approve the Cabinet Forward Work Programme for the period 1 October to 31 January 2019 as shown at Appendix 1;

- Note the Council and Scrutiny Forward Work Programme as shown at Appendix 2 and 3 respectively.

K Watson
Head of Legal and Regulatory Services

11 July 2018

Contact Officer: Andrew Rees
Senior Democratic Services Officer – Committees
Telephone: (01656) 643147
Email: Andrew.rees@bridgend.gov.uk

Postal address: Democratic Services
Operational & Partnership Services
Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents: None

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CABINET FORWARD WORK PROGRAMME -1 OCTOBER 2018 – 31 JANUARY 2019

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Item	Title and Description of Report	Cabinet	Contact Officer
(a)	(b)	(c)	(d)
1.	Post 16 Education	18 Sep 2018	Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk
2.	Treasury Management Half Year 2018-19	18 Sep 2018	Gill Lewis, Interim Head of Finance and Section 151 Officer gill.lewis@bridgend.gov.uk
3.	Medium Term Financial Strategy 2019-20 to 2022-23	20 Nov 2018	Gill Lewis, Interim Head of Finance and Section 151 Officer gill.lewis@bridgend.gov.uk
4.	Treasury Management – Quarter 3 2018-19	22 Jan 2019	Gill Lewis, Interim Head of Finance and Section 151 Officer gill.lewis@bridgend.gov.uk

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COUNCIL FORWARD WORK PROGRAMME - 1 OCTOBER 2018 TO 31 JANUARY 2019

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Item	Title and Description of Report	Council	Contact Officer
(a)	(b)	(c)	(d)
1.	Treasury Management – Half Year Report 2018-19	24 Oct 2018	Gill Lewis, Interim Head of Finance and Section 151 Officer gill.lewis@bridgend.gov.uk

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OVERVIEW AND SCRUTINY FORWARD WORK PROGRAMME - 1 OCTOBER 2018 – 31 JANUARY 2019

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Date	Title and Description of Report	Scrutiny Committee	Contact Officer
Between 13 Jul and 1 Apr	ALN Reform	Corporate Overview and Scrutiny Committee	Lindsay Harvey, Corporate Director Education and Family Support Tel: 01656 642612 lindsay.harvey@bridgend.gov.uk
Between 13 Jul and 31 Oct	School Standards	Subject Overview & Scrutiny Committee 1	Lindsay Harvey, Corporate Director Education and Family Support Tel: 01656 642612 lindsay.harvey@bridgend.gov.uk
Between 13 Jul and 31 Oct	Review of Fostering Project	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk
Between 13 Jul and 31 Oct	Advocacy	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk
Between 31 Jul and 1 Apr	Revised Community Asset Transfer Process	Corporate Overview and Scrutiny	Mark Shephard, Corporate Director - Communities Tel: 01656 643380

Date	Title and Description of Report	Scrutiny Committee	Contact Officer
		Committee	mark.shephard@bridgend.gov.uk
Between 1 Sep and 30 Apr	Waste Services	Corporate Overview and Scrutiny Committee	Mark Shephard, Corporate Director - Communities Tel: 01656 643380 mark.shephard@bridgend.gov.uk
Nov	Home to School Transport	Corporate Overview and Scrutiny Committee	Lindsay Harvey, Corporate Director Education and Family Support Tel: 01656 642612 lindsay.harvey@bridgend.gov.uk
Between 1 Nov and 31 Jan	Remodelling Children's Residential Services	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk
Jan	CIW investigation into Looked After Children	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk
Between 13 Jul and 29	Empty Properties	Corporate Overview and	Darren Mephram, Chief Executive Tel: 01656 643227

Date	Title and Description of Report	Scrutiny Committee	Contact Officer
Mar		Scrutiny Committee	darren.mepham@bridgend.gov.uk
Between 1 Nov and 28 Feb	Parks and Playing Fields	Corporate Overview and Scrutiny Committee	Mark Shephard, Corporate Director - Communities Tel: 01656 643380 mark.shephard@bridgend.gov.uk
Nov	Direct Payment Scheme	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk
Between 1 Nov and 1 Apr	Communication and Engagement	Corporate Overview and Scrutiny Committee	Darren Mepham, Chief Executive Tel: 01656 643227 darren.mepham@bridgend.gov.uk
Between 1 Sep and 1 Apr	Collaboration - Internal and with third sector	Corporate Overview and Scrutiny Committee	Darren Mepham, Chief Executive Tel: 01656 643227 darren.mepham@bridgend.gov.uk
Between 1 Sep and 26 Apr	Digital Transformation	Corporate Overview and Scrutiny Committee	Darren Mepham, Chief Executive Tel: 01656 643227 darren.mepham@bridgend.gov.uk

Date	Title and Description of Report	Scrutiny Committee	Contact Officer
Between 1 Sep and 30 Apr	New Local Development Plan	Corporate Overview and Scrutiny Committee	Mark Shephard, Corporate Director - Communities Tel: 01656 643380 mark.shephard@bridgend.gov.uk
Between 1 Sep and 1 May	Corporate Landlord	Corporate Overview and Scrutiny Committee	Mark Shephard, Corporate Director - Communities Tel: 01656 643380 mark.shephard@bridgend.gov.uk
Between 1 Sep and 1 Apr	Collaboration with Town and Community Councils	Corporate Overview and Scrutiny Committee	Darren Mephram, Chief Executive Tel: 01656 643227 darren.mephram@bridgend.gov.uk
Between 13 Jul and 1 Apr	Community Services	Corporate Overview and Scrutiny Committee	Mark Shephard, Corporate Director - Communities Tel: 01656 643380 mark.shephard@bridgend.gov.uk
Between 1 Sep and 1 Apr	Supporting People Grant Programme	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk

Date	Title and Description of Report	Scrutiny Committee	Contact Officer
Between 1 Jan and 29 Mar	Child Adolescent Mental Health Services	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk
Jan	Care Inspectorate Wales (CIW) Inspection of Children's Services	Corporate Overview and Scrutiny Committee	Susan Cooper, Corporate Director - Social Services & Wellbeing Tel: 01656 642251 susan.cooper@bridgend.gov.uk

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

REPORT OF THE HEAD OF LEGAL AND REGULATORY 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>
Treasury Management – Quarter 1 2018-19	11 July 2018
Social Services Representations and Complaints Annual Report 2017/18	11 July 2018

4.2 Availability of Documents

The documents have been circulated to Elected Members electronically via Email and placed on the BCBC website, and also are 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. Wellbeing of Future Generations (Wales) Act 2015 Implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

8. Financial Implications.

8.1 There are no financial implications regarding this report.

9. Recommendation.

9.1 That Cabinet acknowledges the publication of the documents listed in this report.

K Watson
Head of Legal and Regulatory Services
11 July 2018

Contact Officer: Andrew Rees
Senior Democratic Services Officer – Committees
Telephone: (01656) 643147
Email: cabinet_committee@bridgend.gov.uk

Postal address: Democratic Services
Legal and Regulatory Services
Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents: Reports referred to in Paragraph 4.1 of this report.

BRIDGEND COUNTY BOROUGH COUNCIL

INFORMATION REPORT TO CABINET

17 JULY 2018

REPORT OF THE INTERIM HEAD OF FINANCE & SECTION 151 OFFICER

TREASURY MANAGEMENT - QUARTER 1 2018-19

1. Purpose of Report

1.1 The purpose of this report is to:-

- comply with the requirement of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Treasury Management in the Public Services: Code of Practice (the Code) to produce interim Treasury Management reports
- provide a summary of the Treasury Management activities from 1 April to 30 June 2018
- report on the projected Treasury Management and Prudential Indicators for 2018-19

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

2.1 This report assists in the achievement of the following corporate priority/priorities:

- Smarter use of resources – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

2.2 The Treasury Management Report is integral to the delivery of the Corporate Improvement Objectives as the allocation of resources determines the extent to which the Corporate Objectives can be delivered.

3. Background

3.1 The Council's Treasury Management activities are regulated by the Local Government Act 2003 which provides the powers to borrow and invest as well as providing controls and limits on this activity. The Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 as amended, develops the controls and powers within the Act.

3.2 The Council is required to operate the overall treasury function with regard to the Code. This includes a requirement for the Council to approve a Treasury Management Strategy (TMS) before the start of each financial year which sets

out the Council's and Chief Financial Officer's responsibilities, delegation, and reporting arrangements. Council approved the TMS 2018-19 on 28 February 2018.

- 3.3 The Welsh Government (WG) issued revised Guidance on Local Authority Investments in April 2010, which requires the Council to approve an Investment Strategy prior to the start of each financial year and this is included in the TMS.
- 3.4 The Council is also required to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council's adoption and implementation of both the Prudential Code and the Code of Practice for Treasury Management means that its capital expenditure is prudent, affordable and sustainable, and its treasury practices demonstrate a low risk approach.
- 3.5 CIPFA published new editions of Treasury Management in the Public Services: Code of Practice and the Prudential Code for Capital Finance in Local Authorities in late December 2017 however the TMS 2018-19 (and therefore this report) have been produced using the 2011 Codes due to the timing of the changes and there was still some information which had yet to be published when the TMS was produced. Any revision required to the TMS for 2018-19 will be reported to Council for approval as part of the Half Year Monitoring Report.
- 3.6 In March 2018, the Welsh Government also published an amendment to the Local Authorities (Capital Finance and Accounting) (Wales) Regulations which enables the Council to invest in certain instruments which were previously treated as capital expenditure for example a money market fund, without the potential revenue cost of Minimum Revenue Provision (MRP) and without the proceeds from sale being considered a capital receipt.
- 3.7 For the period 1 April to 30 June 2018 this report covers the following areas:-
 - The Council's treasury position
 - External Context
 - Borrowing Strategy and Outturn
 - Investment Strategy and Outturn
 - Treasury Management and Prudential Indicators 2018-19

4.1 Current Situation

- 4.1.1 The Council's external debt and investment position for 1 April to 30 June 2018 is shown below in table 1; more detail is provided in section 4.3 the Borrowing Strategy and Outturn and section 4.4 the Investment Strategy and Outturn.

Table 1: Council's external debt and investment position 1 April to 30 June 2018

	Principal 01-04-18 £m	Average Rate 01-04-18 %	Principal 30-06-18 £m	Average Rate 30-06-18 %
External long term borrowing:				
Public Works Loan Board (PWLB)	77.62	4.70	77.62	4.70
Lender's Option Borrower's Option (LOBO)	19.25	4.65	19.25	4.65
Total external long term borrowing	96.87	4.69	96.87	4.69
Total external borrowing	96.87	4.69	96.87	4.69
Other long term liabilities (LTL):				
Private Finance Initiative (PFI)*	17.64		17.48	
Llynfi Loan**	2.40		2.40	
Other LTL	0.98		0.95	
Total other long term liabilities	21.02		20.83	
Total gross external debt	117.89		117.70	
Treasury investments:				
Banks	7.40	0.58	8.00	0.63
Building Societies	2.00	0.54	3.00	0.67
Local Authorities	21.00	0.64	26.00	0.67
Money Market Fund***	-		2.30	0.56
Total treasury investments	30.40	0.62	39.30	0.65
Net Debt	87.49		78.40	

* (PFI) arrangement for the provision of a Secondary School in Maesteg 15.75 years remaining term

** Loan from the WG Central Capital Retained Fund for regeneration works within the Llynfi Valley which has not yet commenced

***the fund provides instant access

4.1.2 Although not classed as treasury management activities and therefore not covered by the CIPFA Code or the WG Guidance, the Council may also purchase property for investment purposes and may also make loans and investments for service purposes, for example in shared ownership housing, or as equity investments and loans to the Council's subsidiaries. Such loans and investments will be subject to the Council's normal approval processes for revenue and capital expenditure and need not comply with the Treasury Management Strategy. The Council's existing non-treasury investments relate to investment properties and the unaudited balance outstanding at 31 March 2018 was £4.36 million.

4.1.3 It should be noted that the accounting practice required to be followed by the Council requires financial instruments in the accounts (debt and investments) to be measured in a method compliant with International Financial Reporting Standards (IFRS). The figures shown in the above table and throughout the report are based on the actual amounts borrowed and invested and so may differ from those in the Statement of Accounts, which include accrued interest or are stated at fair value in different instances.

4.1.4 The Council's treasury management advisors are Arlingclose. The current services provided to the Council include:-

- advice and guidance on relevant policies, strategies and reports
- advice on investment decisions
- notification of credit ratings and changes
- other information on credit quality
- advice on debt management decisions
- accounting advice
- reports on treasury performance
- forecasts of interest rates
- training courses

4.2 External Context

4.2.1 The interest rate views incorporated in the Council's Treasury Management Strategy for 2018-19, were based upon officers' views supported by a selection of City forecasts provided by Arlingclose. When the Treasury Management Strategy for 2018-19 was prepared in January 2018 it was forecast that the Bank Rate would remain at 0.50% during 2018-19.

4.2.2 The Bank Rate started the financial year at 0.50% and remained at that rate as at 30 June 2018. Arlingclose are forecasting that it is possible that there will be two 0.25% increases in the Bank Rate in 2018-19, one in September 2018 and the other in March 2019 reaching 1% by the end of 2018-19.

4.3 Borrowing Strategy and Outturn for 1 April to 30 June 2018

4.3.1 The Council's primary objective for the management of its debt is to ensure its long term affordability. The majority of its loans have therefore been borrowed from the PWLB at long term fixed rates of interest.

4.3.2 With short-term interest rates lower than long term rates, it is likely to be more cost effective in the short term to either borrow short term loans or use internal resources. Short term and variable rate loans expose the Council to the risk of short term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates as shown in the treasury management indicators in **Appendix B**. However, with long term rates forecast to rise in the coming years, any such short term savings will need to be balanced against the potential longer-term costs. Arlingclose will assist the Council with this 'cost of carry' and breakeven analysis.

4.3.3 The £19.25 million shown in Table 1 above, relates to Lender's Option Borrower's Option (LOBO) loans which have a maturity date of 2054, however these may be re-scheduled in advance of this maturity date. The LOBO rate and term may vary in the future depending upon the prevailing market rates, the lender exercising their option to increase rates at one of the bi-annual trigger

points and therefore the Council being given the option to accept the increase or to repay the loan without incurring a penalty. The next trigger point is 23 July 2018 and the lender has not exercised this option (current low interest rate environment) however, an element of refinancing risk remains. Following advice from Arlingclose, the Council approached the LOBO's lender for potential repayment options in 2017, however the premium was deemed too excessive to action but the Council would take the option to repay these loans at no cost if it has the opportunity to do so in the future.

The current average interest rate for these LOBO's is 4.65% compared to the PWLB Loans average interest rate of 4.70%.

4.3.4 The last time the Council took long term borrowing was £5 million from the PWLB in March 2012 and it is not expected that there will be a requirement for any new long term borrowing in 2018-19, however for cash-flow purposes short term borrowing may be taken. Market conditions have meant that there has been no loan rescheduling so far this year however, in conjunction with Arlingclose, the loan portfolio will continue to be reviewed for any potential savings as a result of any loan rescheduling.

4.3.5 The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This is known as Internal Borrowing. This strategy is prudent as investment returns are low and counterparty risk is relatively high.

4.4 Investment Strategy and Outturn for 1 April to 30 June 2018

4.4.1 Both the CIPFA Code and the WG Guidance require the Council to invest its funds prudently and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, balancing the risk of incurring losses from defaults against receiving unsuitably low investment income.

The major objectives during 2018-19 are:-

- To maintain capital **security**
- To maintain **liquidity** so funds are available when expenditure is needed
- To achieve the **yield** on investments commensurate with the proper levels of security and liquidity

4.4.2 The Annual Investment Strategy incorporated in the Council's Treasury Management Strategy 2018-19 includes the credit ratings defined for each category of investments and the liquidity of investments. The Council's investments have historically been placed in short term bank and building society unsecured deposits and local and central government, however, investments may be made with any public or private sector organisations that

meet the minimum credit criteria specified in the Investment Strategy. The Council is diversifying into more secure and/or higher yielding asset classes any new instruments used will be in full consultation with the Council's treasury management advisors.

- 4.4.3 Investment decisions are made by reference to the lowest published long-term credit rating from Fitch, Moody's or Standard & Poor's to ensure that this lies within our agreed minimum credit rating. **Appendix A** shows the equivalence table for these published ratings and explains the different investment grades. Where available the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. In the current climate, relying mainly on credit ratings is considered to be inappropriate and the Council understands that credit ratings are good, but not perfect, predictors of investment default. Full regard is therefore given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may meet the credit rating criteria.
- 4.4.4 On a day to day basis, the Council typically has surplus cash balances arising from the cash flow e.g. timing differences between grants being received and making various payments. These are invested on the market via brokers, direct with the institution or held in deposit accounts or a money market fund with instant access. The Council usually invests for a range of periods dependent on cash flow requirements and the interest rates on offer having regard to the Investment Strategy.
- 4.4.5 The Council's primary objective for the management of its investment portfolio is to give priority to the security and liquidity of its funds before seeking the best rate of return. As shown in the tables below, the majority of surplus cash has been held as short term investments with UK Local Authorities, banks and building societies of high credit quality. This has therefore resulted in more of the investment portfolio being moved into investment instruments with lower rates of return but higher security and liquidity.
- 4.4.6 Occasionally, investments are placed with the UK Debt Management Office (DMO - Executive Agency of UK Government) but only for very short term deposits and after all other options have been explored. The interest rates offered by this facility are lower than most other counterparties but this is commensurate with the high level of security and reduced risk offered. It provides another option when examining potential investments and ensures compliance with the Council's investment objective that security takes priority over yield. There were no deposits outstanding at 30 June 2018.
- 4.4.7 Favourable cash flows have provided positive cash balances for investment and as shown above the balance on investments at 30 June 2018 was £39.30 million. Table 2 below details these investments by counterparty type.

Table 2: Investments Profile 1 April to 30 June 2018

Investment Counterparty Category	Balance 01 April 2018 (A) £m	Investments Raised (B) £m	Investments Repaid (C) £m	Balance 30 June 2018 (A+B-C) £m	Interest Received £'000	Average Original Duration of the Investment Days	Weighted Average Investment Balance Apr - June 2018 £m	Weighted Average Interest Rate Apr-June 2018 %
Government DMO	-	25.20	25.20	-	0.81	5	1.30	0.25
Local Authorities	21.00	46.10	41.10	26.00	24.72	205	29.57	0.63
Building Societies	2.00	5.00	4.00	3.00	5.78	99	3.50	0.60
Banks (Fixed Maturity)	5.00	6.00	3.00	8.00	18.45	198	6.13	0.63
Banks Instant Access/Notice Period *	2.40	30.53	32.93	-	3.99	n/a	4.05	0.37
Money Market Fund (Instant Access)*	-	4.30	2.00	2.30	1.72	n/a	1.76	0.53
Total/Average	30.40	117.13	108.23	39.30	55.47	127	46.35	0.59

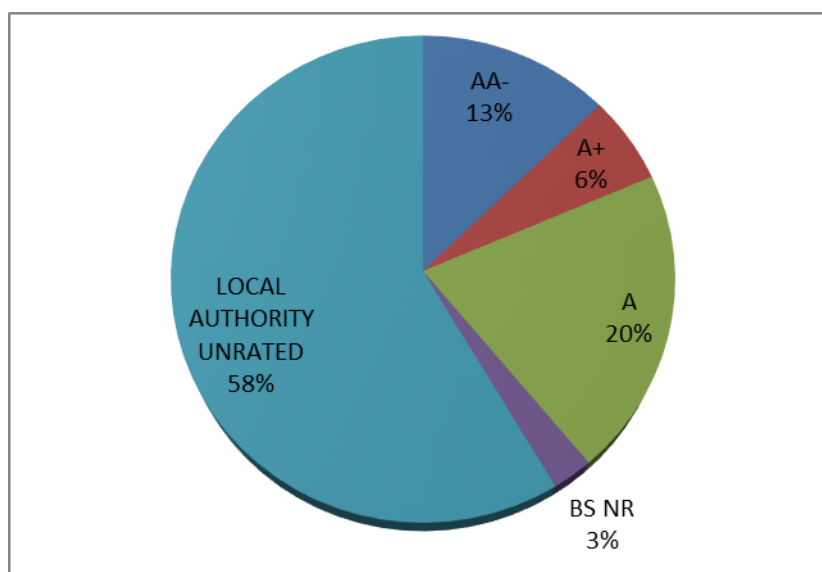
* An average duration is not shown as there is no original duration as instant access or notice period and money is added and withdrawn to/from these accounts as required by cash-flow

4.4.8 There are four long term investments (original duration of 12 months or more) outstanding at 30 June 2018 totalling £9 million with Local Authorities shown in table 3 below. £5 million maturing in 2019-20 and £4 million maturing in 2020-21. All other investments at 30 June 2018 were short term deposits (including instant access and notice accounts). Table 3 below details these investments by counterparty type based on the remaining maturity period as at 30 June 2018:

Table 3: Investments Outstanding Maturity Profile 30 June 2018

Counterparty Category	Instant Access £m	Deposits Maturing Within 1 Month £m	Deposits Maturing Within 2-3 Months £m	Deposits Maturing Within 4-12 Months £m	Deposits Maturing Within 1-2 Years £m	Deposits Maturing Within 2-3 Years £m	Total £m
Local Authorities	-	12.00	2.00	3.00	5.00	4.00	26.00
Building Societies	-	-	3.00	-	-	-	3.00
Banks	-	4.00	2.00	2.00	-	-	8.00
Money Market Fund	2.30						2.30
Total	2.30	16.00	7.00	5.00	5.00	4.00	39.30

4.4.9 The Council defines high credit quality as organisations and securities having a credit rating of A- or higher. The pie chart below summarises the above table by credit ratings and shows the £39.30 million investments at 30 June 2018 by percentage outstanding. Most Local Authorities do not have credit ratings and unrated building societies (shown as 'BS NR' below) were all approved by Arlingclose whilst the remainder of our investments all had a credit rating of A or above.



4.4.10 The Council participates in a benchmarking exercise with Arlingclose but due to the timing of the report comparative data from other Arlingclose Local Authority clients is not yet available but an update will be provided in the half year report to Cabinet and Council.

4.5 Treasury Management and Prudential Indicators 2018-19

4.5.1 The 2011 Treasury Management Code and Prudential Code require the Council to set and report on a number of Treasury Management Indicators within this report, however, the Council has decided to report on all indicators in this report so the Prudential Indicators are also included. The indicators either summarise the expected activity or introduce limits upon the activity, and reflect the underlying capital programme. **Appendix B** details the estimate for 2018-19 set out in the Council's Treasury Management Strategy and also the projected indicators for 2018-19. These show that the Council is operating in line with the approved limits.

5. Effect upon Policy Framework and Procedure Rules

5.1 As required by Financial Procedure Rule 20.3 within the Council's Constitution, all investments and borrowing transactions have been undertaken in

accordance with the Treasury Management Strategy 2018-19 as approved by Council with due regard to the requirements of the CIPFA's Code of Practice on Treasury Management in the Public Services.

6. Equality Impact Assessment

6.1 There are no equality implications.

7. Well-being of Future Generations (Wales) Act 2015 Implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. As the report is for information only it is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

8. Financial Implications

8.1 The financial implications are reflected within the report.

9. Recommendation

9.1 It is recommended that:

- Cabinet note the Council's treasury management activities for the period 1 April 2018 to 30 June 2018;
- Cabinet note the projected Treasury Management and Prudential Indicators for 2018-19

Gill Lewis
Interim Head of Finance and Section 151 Officer
1 July 2018

Contact Officer: Karin Thomas
Loans & Investment Officer
Telephone: 01656 643198
E-mail: Karin.Thomas@bridgend.gov.uk
Postal Address: Bridgend County Borough Council
Chief Executives - Finance
Raven's Court
Brewery Lane
Bridgend
CF31 4AP

Background documents:
Treasury Management Strategy 2018-19

APPENDIX A

Credit Rating Equivalence Table

	Description	Fitch		Moody's		Standard & Poor's	
		Long	Short	Long	Short	Long	Short
INVESTMENT GRADE	Extremely strong	AAA		Aaa		AAA	
	Very strong	AA+	F1+	Aa1	P-1	AA+	A-1+
		AA		Aa2		AA	
		AA-		Aa3		AA-	
	Strong	A+	F1	A1	P-2	A+	A-1
		A		A2		A	
		A-		A3		A-	
	Adequate	BBB+	F2	Baa1	P-3	BBB+	A-2
		BBB		Baa2		BBB	
		BBB-		Baa3		BBB-	
SPECULATIVE GRADE	Speculative	BB+	B	Ba1	Not Prime (NP)	BB+	B
		BB		Ba2		BB	
		BB-		Ba3		BB-	
	Very speculative	B+	C	B1	Not Prime (NP)	B+	C
		B		B2		B	
		B-		B3		B-	
	Vulnerable	CCC+	C	Caa1	Not Prime (NP)	CCC+	C
		CCC		Caa2		CCC	
		CCC-		Caa3		CCC-	
		CC		Ca		CC	
	C				C		
Defaulting	D	D	C		D	D	

APPENDIX B

1 TREASURY MANAGEMENT INDICATORS 2018-19

- 1.1 The following indicators (which are forward looking parameters) form part of the CIPFA Code of Practice on Treasury Management. They enable the Council to measure and manage its exposure to Treasury Management risks.

The Council needs to set the upper limits to its **Interest Rate Exposure** for the effects of changes in interest rates. There are two treasury management indicators that relate to both fixed interest rates and variable interest rates. These limits have been calculated with reference to the net outstanding principal sums and are set to control the Council's exposure to interest rate risk and are shown in the table below. Fixed rate investments and borrowings for the purpose of this indicator are those where the rate of interest is fixed for at least 12 months, measured from the start of the financial year or transaction date if later and all other instruments are classed as variable. The majority of the Council's investments are less than 12 months and even though interest rates may be fixed for the investment duration these would be classed as variable.

No.		Treasury Management Strategy 2018-19 £m	Projection 31-03-2019 £m
	Total Projected Principal Outstanding on Borrowing 31 March 2019	96.87	96.87
	Total Projected Principal Outstanding on Investments 31 March 2019	20.00	20.00
	Net Principal Outstanding	76.87	76.87
1.	Upper Limit on fixed interest rates (net principal) exposure	130.00	68.62
2.	Upper Limit on variable interest rates (net principal) exposure	50.00	8.25

The Section 151 Officer will manage interest rate exposures between these limits in 2018-19.

- 1.2 A further indicator for Treasury Management measures the **Maturity Structure of Borrowing** and is the amount of projected borrowing that is fixed rate, maturing in each period as a percentage of total projected fixed rate borrowing. This indicator is set to control the Council's exposure to refinancing risk and has been set to allow for the possible restructuring of long term debt where this is expected to lead to an overall saving or reduction in risk.

The 19.87% shown in the table below relates to £19.25 million Lender's Option Borrower's Option (LOBO) loans which may be re-scheduled in advance of their maturity date of 2054, as detailed in paragraph 4.3.3 of the main report. The Code requires the maturity of LOBO loans to be shown as the earliest date

on which the lender can require payment, i.e. the call date of January 2019 (the lender has already confirmed that the option will not be exercised on the next call date in July 2018), so the maturity date is actually uncertain but is shown in the “Under 12 months” category as per the Code.

No	Maturity structure of fixed rate borrowing during 2018-19	Upper limit	lower limit	Projection 31-03-19
3.	Under 12 months	50%	0%	19.87%
	12 months and within 24 months	25%	0%	-
	24 months and within 5 years	25%	0%	-
	5 years and within 10 years	50%	0%	13.91%
	10 years and within 20 years	60%	0%	23.49%
	20 years and above	100%	40%	42.73%

- 1.3 The **Upper Limit for Total Principal Sums invested over 364 days** indicator controls the amount of longer term investments which mature beyond the period end. This is set to control the Council’s exposure to the risk of incurring losses by seeking early repayment of its investments.

No.		Treasury Management Strategy 2018-19 (Limit) £m	Projection Principal Outstanding Over 364 days 31-03-19 £m
4.	Upper Limit for Total Principal Sums Invested for more than 364 days	15	9

2 PRUDENTIAL INDICATORS 2018-19

The Prudential Indicators are required to be set and approved by Council in accordance with CIPFA’s Prudential Code for Capital Finance in Local Authorities.

The 2011 Code requires the Council to formally adopt CIPFA’s Treasury Management Code and this was adopted by Council on 22 February 2012.

2.1 Prudential Indicators for Prudence

- 2.1.1 The following Prudential Indicators are based on the Council’s capital programme which is subject to change.

The Council’s capital expenditure plans are summarised below and this forms the first prudential indicator for Prudence. The total capital expenditure is funded from capital grants and contributions, capital receipts and revenue with the remainder being the **Net Financing Need for the Financial Year** to be met from borrowing.

No.	Prudential indicators For Prudence	Estimate Treasury Management Strategy 2018-19 £m	Projection 31-03-19 £m
1.	Total Capital Expenditure (Non HRA)	33.69	45.17
	Total Capital Expenditure	33.69	45.17
	Financed by :-		
	Capital Grants and Contributions	6.84	8.25
	Capital Receipts	9.18	18.32
	Revenue Contribution to Capital	7.49	10.85
	Net Financing Need for Year	10.18	7.75

The capital expenditure figures have changed from the Treasury Management Strategy 2018-19 as the capital programme approved by Council on 28 February 2018 has been amended to include new approved schemes and to incorporate slippage of schemes from 2017-18 and a change in the profile of funding and prudential borrowing. This has resulted in a decrease in the Net Financing Need for 2018-19 which is a decrease in Unsupported Borrowing.

The process for charging the financing of capital expenditure to revenue is a statutory requirement and is called the Minimum Revenue Provision (MRP). The actual MRP charge needs to be prudent and the methodology is detailed in the Council's MRP policy in the TMS 2018-19. Directorates who receive Council approval for capital schemes via Unsupported Borrowing make annual contributions to the capital costs of their schemes known as Voluntary Revenue Provisions (VRP) or additional MRP. This type of borrowing is only approved when Directorates have the necessary revenue resources to make VRP to fund the capital costs though this will be deferred in some cases until the asset becomes operational in accordance with the Council's MRP Policy.

- 2.1.2 The second Prudential Indicator is the **Capital Financing Requirement (CFR)** for the Council. This shows the total outstanding capital expenditure that has not been funded from either revenue or other capital resources. It is derived from the actual Balance Sheet of the Council. It is essentially a measure of the underlying need to finance capital expenditure and forms the basis of the charge to the Council Fund in line with the Prudential Code.

The MRP requirement for the Maesteg School PFI Scheme and the Innovation Centre will be equivalent to the write down of the liability for the year and is met from existing budgets.

No.	Prudential indicators For Prudence	Estimate Treasury Management Strategy 2018-19 £m	Projection 2018-19 £m
2.	Capital Financing Requirement (CFR)		
	Opening CFR (1 April 2018) adjusted excluding PFI & other liabilities	152.56	152.64
	Opening PFI CFR	17.64	17.64
	Opening Innovation Centre	0.60	0.60
	Total Opening CFR	170.80	170.88
	Movement in CFR excluding PFI & other liabilities	3.62	1.22
	Movement in PFI CFR	(0.64)	(0.64)
	Movement in Innovation Centre CFR	(0.06)	(0.06)
	Total Movement in CFR	2.92	0.52
	Closing CFR (estimated 31 March 2019)	173.72	171.40
	Movement in CFR represented by :-		
Net Financing Need for Year (above)	10.18	7.75	
Minimum and Voluntary Revenue Provisions*	(7.26)	(7.23)	
Total Movement	2.92	0.52	

*Minimum Revenue Provision (MRP) and Voluntary Revenue Provision (VRP) represent the revenue charge for the repayment of debt and includes MRP for the Private Finance Initiative (PFI) and the Innovation Centre

2.2 Limits to Borrowing Activity

2.2.1 The Council's long term borrowing at the 30 June 2018 was £96.87 million as detailed in section 4 of the main report. External Borrowing can arise as a result of both capital and revenue expenditure and timing of cash flows. As the Council has an integrated Treasury Management Strategy there is no association between individual loans and particular types of expenditure. Therefore, the Capital Financing Requirement and actual external borrowing can be very different especially when a Council is using Internal Borrowing as highlighted in paragraph 4.3.5 in the main report.

The **Gross Debt** position (Borrowing and Long Term Liabilities) is shown below:

No.	Prudential indicators For Prudence	Estimate Treasury Management Strategy 2018-19 £m	Projection 31-03-19 £m
	Gross Debt 31 March		
3.	External Borrowing	96.87	96.87
	Long Term Liabilities (including PFI)	20.24	20.27
	Total Gross Debt	117.11	117.14

2.2.2 Within the Prudential Indicators, there are a number of key indicators to ensure the Council operates its activities within well-defined limits. One key control is to ensure that over the medium term debt will only be for a capital purpose. The Council needs to ensure that external debt does not, except in the short term,

exceed the Capital Financing Requirement for 2018-19. The table below shows that the Council is on target to comply with this requirement.

No.	Prudential indicators For Prudence	Estimate Treasury Management Strategy 2018-19 £m	Projection 31-03-19 £m
4.	Gross Debt & the CFR		
	Total Gross Debt	117.11	117.14
	Closing CFR (31 March 2019)	173.72	171.40

2.2.3 A further two Prudential Indicators control the Council's overall level of debt to support Capital Expenditure. These are detailed below and confirms that the Council is well within the limit set :-

- The **Authorised Limit** for External Debt – this represents the limit beyond which borrowing is prohibited. It reflects a level of borrowing that could not be sustained even though it would be affordable in the short term. It needs to be set and approved by Members.
- The **Operational Boundary** for External Debt – this is not an actual limit and actual borrowing could vary around this boundary during the year. It is based on the probable external debt during the course of the year.

No.	Prudential indicators For Prudence	Treasury Management Strategy 2018-19 £m	Projection 31-03-19 £m
5.	Authorised limit for external debt -		
	Borrowing	140	
	Other long term liabilities	30	
	Total	170	
6.	Operational Boundary		
	Borrowing	105	
	Other long term liabilities	25	
	Total	130	
	Borrowing		96.87
	Other long term liabilities		20.27
	Total		117.14

2.3 Prudential Indicators for Affordability

2.3.1 The **Ratio of Financing Costs to Net Revenue Stream** indicator demonstrates the trend in the cost of capital against the total revenue amount to be met from local taxpayers and the amount provided by the Welsh Government in the form of Revenue Support Grant. The estimates of capital financing costs include

interest payable and receivable on treasury management activities and the MRP charged to the Comprehensive Income and Expenditure Statement. The revenue stream is the amount to be met from government grants and local taxpayers.

No.	Prudential Indicator for Affordability	Estimate Treasury Management Strategy 2018-19	Projection 2018-19
7.	Ratio of Financing Costs to Net Revenue Stream	4.55%	4.59%

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

17 JULY 2018

REPORT OF THE CORPORATE DIRECTOR, SOCIAL SERVICES AND WELLBEING

SOCIAL SERVICES REPRESENTATIONS AND COMPLAINTS ANNUAL REPORT 2017/18

1. Purpose of Report

- 1.1 To present to Cabinet the 2017/18 Annual Report on social services representations and complaints procedures as required by Welsh Government guidance. The Annual Report is attached at **Appendix 1**.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 This report assists in the achievement of the following corporate priority/priorities:-
1. **Helping people to be more self-reliant** – taking early steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services.
 2. **Smarter use of resources** – ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background

- 3.1 Members will be aware that there is a requirement for local authorities to have in place procedures for considering any representations or complaints made in relation to the discharge of their Social Services functions. This is the fourth Annual Report relating to social services representations and complaints received that have been handled in accordance with the revised Welsh Government Complaint Guidelines "A Guide to Handling Complaints and Representations by Local Authority Social Services" which came into effect on 1st August 2014. The guidance supports the implementation of the Social Services Complaints Procedure (Wales) Regulations 2014 and the Representations Procedure (Wales) Regulations 2014. The Regulations introduced a new two stage process which replaced the previous three stages and also brings the process for social services into line with the NHS Complaints Procedure.
- 3.2 The key elements of the Social Services Representations and Complaints Procedure are:-
- Stage 1 complaints to be responded to within 5 working days of the date of resolution (10 working days permitted to achieve resolution).
 - The timescale permitted to complete Stage 2 independent complaint investigations is 25 working days.

- To make links with other Directorates of the Authority, the NHS and the Care and Social Services Inspectorate Wales so as to provide a 'seamless' complaints service.
- Monitor performance of complaints handling, learning from complaints and using this learning to improve services for everyone who uses them.

Where complainants have exhausted the complaints procedure, the complainant has the right to refer their concern for consideration by the Public Services Ombudsman for Wales.

- 3.3 Members will note from the Annual Report that strong emphasis is placed not just upon complaints, but also on the comments and compliments received from service users. The services are keen to learn from the information gathered and use this to inform service improvements.
- 3.4 The Annual Report also contains statistics relating to complaints addressed in accordance with the Authority's Corporate Complaints Procedure, together with information relating to the fact that the majority of complaints are addressed and resolved informally (prior to reaching Stage 1 of the complaints procedure). This important and significant work ensures that concerns are resolved quickly and prevents complainants from being subjected to using the formal complaints procedure unnecessarily.
- 3.5 Statistical information relating to the processing of Member referrals is provided in the Annual Report. The Representations and Complaints Procedure does not preclude the right of an individual to approach their local Councillor, Assembly Member or Member of Parliament who all undertake an important role in handling concerns and queries that individual constituents may have. Member referrals can range from comments and queries to complaints.
- 3.6 The Annual Report also includes information arising from a cross-section of the feedback generated from user/carer engagement exercises undertaken by a range of service areas across both Adult Social Care and Children's Social Care.
- 3.7 As part of the National Performance Framework (in line with their duties under the Social Services and Wellbeing (Wales) Act 2014), Local Authorities are required to collect qualitative information annually about people who use their social care services. This data is to be collected locally and provided nationally to the Welsh Government in relation to the provision of care and support. The Annual Report, therefore, also includes information regarding the results of this survey and includes details of other feedback received in the services.

4 Current Situation / proposal

- 4.1 The 2017/2018 report contains statistical information in relation to the representations and complaints received during the year for both adult social care and children's social care.
- 4.2 The number of representations (complaints, comments and compliments) received during the reporting period was 552, broken down as follows:

27	statutory complaints
2	Ombudsman
25	corporate complaints
198	concerns resolved pre-complaints procedure
300	compliments
0	comments

4.3 During 2017/18, two complaints were received by the Public Services Ombudsman's Office, one of which related to Children's Social Care and the second complaint related to the handling of a complaint. Further details are included in the Annual Report.

4.4 The number of Member Referrals received for both adult and children's social care during the reporting period was 109, broken down as follows:

Adult Social Care – 81
Children's Social Care - 28

4.5 As referred to in paragraphs 3.6 and 3.7, there is a wide range of feedback from people who use social care services that is used to inform service development. The Annual Report details the number of surveys sent out and the responses received as well as providing some examples of the nature of the feedback.

4.6 The Annual Report includes feedback from the programme of rota visits by Elected Members. This is part of the quality assurance of the Authority's social care services and all Elected Members are invited to take part. The programme involves Members visiting both council-run and independent sector social care and nursing establishments for adults and children and young people and reporting on the findings and feedback on the services provided.

4.7 The majority of the work carried out within the Social Services Representations and Complaints Procedure is undertaken in consultation with either the Monitoring Officer and/or Legal Services.

5 Effect upon Policy Framework and Procedure Rules

5.1 There is no impact on the Policy Framework and Procedure Rules.

6 Equality Impact Assessment

6.1 A screening for equality impact has been carried out in relation to the Representations and Complaints Procedure. There is no negative impact on the protected equality characteristics.

6.2 Complainants are welcome to submit complaints in the Welsh language; complaints leaflets are bilingual. The complaint forms have recently been produced bilingually and are available for use by complainants.

6.3 There have been no complaints received in relation to equality issues during the reporting period.

7 Well-being of Future Generations (Wales) Act 2015 Implications

- 7.1 The implementation of the duties and responsibilities under the Social Services and Wellbeing Act (Wales) (SSWBA) 2014, in turn, supports the promotion of two of the seven goals of the Well-Being of Future Generations (Wales) Act 2015 within the County Borough of Bridgend. By promoting an environment that maximises people's physical and mental well-being and by supporting children, young people, adults and their carers and families to fulfil their potential no matter what their circumstances, the wellbeing goals of a Healthier and more equal Bridgend and Wales are supported.
- 7.2 The Well-being of Future Generations (Wales) Act 2015 provides the basis for driving a different kind of public service in Wales. Promoting the right of an individual to be involved in the development and provision of support and services, to encourage feedback and to enable a person to make a complaint about the support or services they receive contributes to ensuring the Authority works to deliver wellbeing outcomes for people.

8 Financial Implications

- 8.1 There are no financial implications associated with this report.

9 Recommendation

- 9.1 Cabinet is recommended to note the Annual Report for 2017/18.

Susan Cooper
Corporate Director Social Services and Wellbeing
July 2018

- 10 Contact Officer**
Ros Woods, Designated Complaints Officer,
Social Services and Wellbeing Directorate
Tel: 01656 642253
E:mail: Ros.Woods@bridgend.gov.uk

- 11 Background Documents**
None



BRIDGEND COUNTY BOROUGH COUNCIL

SOCIAL SERVICES REPRESENTATIONS AND COMPLAINTS

ANNUAL REPORT 2017 / 2018

July 2018

**SOCIAL SERVICES
REPRESENTATIONS AND COMPLAINTS 2017/18**

CONTENTS

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1. INTRODUCTION

This report covers the period 1st April 2017 to 31st March 2018 and relates to representations and complaints received by the Social Services and Wellbeing Directorate regarding services and support provided by Adult Social Care and Children's Social Care.

Social Services Authorities are required to maintain a procedure for considering complaints and representations (comments and compliments). Any member of the public, including a child who has received or was entitled to receive a service from social services may make a complaint. The purpose of this report is to provide a review and statistical analysis of the complaints, comments and compliments received by Social Services during the reporting period.

This is the fourth Annual Report relating to representations and complaints received by the Directorate which have been handled in accordance with the revised Welsh Government Complaint Guidelines "A Guide to Handling Complaints and Representations by Local Authority Social Services" which came into effect on 1st August 2014. The guidance supports the implementation of the Social Services Complaints Procedure (Wales) Regulations 2014 and the Representations Procedure (Wales) Regulations 2014. The Regulations introduced a new two stage process which replaced the previous three stages and also brings the process for social services into line with the NHS Complaints Procedure.

2. SUMMARY OF THE STATUTORY COMPLAINTS PROCEDURE

"A Guide to handling complaints and representations by local authority social services" (Welsh Government).

Stage 1 – Local Resolution: As with the previous guidelines, particular emphasis is placed upon swift resolution of the majority of complaints. An offer to discuss the complaint with the complainant must therefore be made to attempt to resolve matters. This discussion must take place within 10 working days of the date of acknowledgement of the complaint. Where this approach leads to mutually acceptable resolution, the local authority must write to the complainant with details of the terms of the resolution within 5 working days of the date on which the complaint or representation was resolved.

Stage 2 – Formal Investigation: Appointment of an Independent Investigator is made and, as with the previous guidelines an Independent Person must also be appointed to oversee the investigation process (children's complaints). Collaborative arrangements have now been established (on a reciprocal basis) with neighbouring Local Authorities to share staff to undertake investigations

The Investigation must be completed and a full written response issued to the complainant within 25 working days. Where this is not possible, the Authority must write to the complainant to explain the reason for the delay and ensure the response is issued as soon as possible and no later than 6 months from the date of receipt of the complaint.

3. THE PUBLIC SERVICES OMBUDSMAN FOR WALES

Where complainants have exhausted the complaints procedure, the complainant has the right to refer their concern for consideration by the Public Services Ombudsman for Wales.

The Public Services Ombudsman for Wales provides an external independent service for the purpose of considering complaints made by members of the public in relation to all local authority services, including social services. The Public Services Ombudsman also has jurisdiction to examine and determine complaints of injustice as a result of maladministration on the part of the local authority.

The Ombudsman will normally require complainants to have sought redress, in the first instance, via the local authority's complaints procedure prior to accepting and investigating a complaint of maladministration on the part of the local authority.

During 2017/18, two complaints were received by the Public Services Ombudsman's Office, one of which related to Children's Social Care whereby the Ombudsman recommended that the Local Authority commission a Stage 2 independent investigation which was commissioned in September 2017. The second complaint related to shortcomings with the handling of a complaint, as a result of which learning outcomes have been identified and implemented.

4. MEMBER REFERRALS

The Representations and Complaints Procedure does not preclude the right of an individual to approach their Local Councillor, Assembly Member or Member of Parliament. They undertake an important role in handling concerns and queries that individual constituents may have. Collectively, these are called Member referrals and can range from comments and queries to complaints.

If an elected Member considers it to be inappropriate to deal with a concern, the matter can be referred for consideration under the Complaints Procedure. With effect from 2017 only those referrals received from Elected Members have been recorded by Democratic Services. Cabinet Members may liaise with Assembly Members and Members of Parliament to complete referrals but this data is no longer recorded.

During 2017/18, Member referrals were received as follows:-

Table A

2017/2018	Adult Social Care
Wellbeing: Adult Social Care	81
Wellbeing: Children's Social Care	28
TOTAL	109

5. ENGAGEMENT AND FEEDBACK

In addition to receiving comments and compliments from service users and their relatives/carers, the Directorate also issues a range of feedback questionnaires from across service areas. A cross-section of the feedback generated from user/carer feedback surveys undertaken during 2017/18 is set out below:-

Adult Social Care:

The Homecare survey is forwarded to all people who have accessed a Local Authority Domiciliary Care Service and have an active Care and Support Plan. Between 1st April 2017 and 31st March 2018, 162 surveys were distributed, 72 were returned completed (44%). 97% of respondents confirmed they were either very/quite satisfied with the service they receive. General comments provided include:-

“Just wanted to compliment all of the staff that visits me day and night.”
“I must say that I am very satisfied with the help we receive and appreciate the help we receive.”
“All carers we have had have been excellent.”

The Bridgestart service provides short term (usually 6 weeks) personal care to service users in their homes. 76.5% of respondents indicated that the service they received was very good, whilst the remaining 23.5% did not answer. Comments provided include:-

“I found all of the carers very nice as all doing an excellent job. I shall miss them all as I always had a nice chat with each one of them. Hope they carry on the good work for all other people.”
“Due to other commitments on the service, the majority of the last 6 weeks no-one has been here at the time needed.”
“Excellent service and wonderful staff. Through having the team I feel it prevented an admission to hospital. I would like to thank all team members for all the help and making all the difference. Keep up the good work.”

The Bridgeway service provides an enabling service for people with dementia and their families, comments include:-

“Without the support of the staff I would not be able to cope. The staff have all been very kind and caring.”
“The team are outstanding. They make ‘X’ feel special and it is clear that they all treat caring as a vocation and not just a job.”

The Reablement Service provides support to service users usually following hospital admission to help them regain their independence to remain living in their own home. Comments received on feedback questionnaires include:-

“I can only say this is an excellent service in every respect. Everyone concerned is very caring and works hard to aid your recovery...I would say you have a first class team working together to provide a first class service aiming towards speedy recovery.”
“My only criticism is small – I did not always receive adequate notice of each new week’s rota so did not always know what time to expect the visit. With hospital visits occurring at different times it did occasionally feel stressful not knowing if either my appointment would be missed or the carer finding me not at home and become concerned...”
“I could not possibly have coped without the expertise and plan that the carers gave me...I cannot think of one concern. I shall always be grateful for their friendly and caring manner.”

Telecare/Mobile Response: Provides a support service within the home (also in emergency situations), via use of wireless technology and sensors/pendant buttons. The Early Response Service links into the 24/7 mobile personal care service provided as part of the Telecare service and provides emergency assistance to service users in their home. Comments received about the service include:-

"I would very much like to thank everybody that I have spoken to in regards my father. The staff have been tremendous and the equipment has kept my mind at rest as my father wanted to be at home as long as possible. It enabled me to worry less knowing that if need be there was help within a short space of time."

"Just to "leave as you found" e.g. the bathroom – dry edges of the bath with towel and that's really all I would do as the 24 hour carer."

Contract Monitoring and Commissioning:

Rota Visits to residential care settings and other services have been undertaken by Elected Members (including independent providers). Members' observations included:-

Ty Cwm Ogwr: "The home has a warm and friendly feel with all staff, residents and family members happy and content..." "The building is tired and in need of some renovation"

Hyfrydol: "Home in pristine order as usual. All residents spoken with speak highly of home...I was impressed with the thought given to residents such as the area decorated in a male décor. Very clean throughout."

Glyncynffig: To conclude, we were very happy with the quality of service at Glyncynffig and are even happier to confirm that there appears to be a comfortable, nurturing environment there where members of staff have a real genuine connection with service users."

Serendipity – Bellwave House, Porthcawl – "Bellware House is an 8 bedroom, high dependency residence for people with complex mental health needs. We met 'X', a resident who expressed his happiness of being a resident"

Anwen Care Home, Blackmill – "The Manageressrequested a directional sign be placed on the main road indicating the way to the Home's entrance. A referral has been submitted". We spoke to residents and relatives, all of whom were complimentary about the treatment and services received. The building was warm and spotlessly clean. The staff appeared very happy in their work with a very positive attitude..."

Treetops, Brynmenyn: "...The atmosphere at Treetops is one of a very large family. All the residents and care staff seemed to be very happy. I had a long conversation with 'Y' who said she is very happy at Treetops...and enjoyed the friendships she's made, the homeliness and variety of food..."

Glanffrwd Nursing Home, Pencoed: "Glanffrwd is a reasonably high dependence and palliative nursing home. We met the manager and talked to staff and 8 residents. We were very impressed with the quality of care and approachability of all staff members. Residents were talkative and praised their care and attention to needs."

Adult Social Care - Advocacy Arrangements

Bridgend continues to work with the Golden Thread Advocacy Project (GTAP) in order to build the advocacy support available for people who find it difficult to understand information or communicate their wishes. An independent advocacy service (IPA) has been commissioned and during the year the IPA service received 50 referrals and at March 2018 they were supporting 37 people.

Children's Social Care:

Rota visits are undertaken by Elected Members to the Department's residential homes (children's), following which a report is submitted which focusses on the quality of care provided to service users. Feedback for visits undertaken during this reporting period included:-

Sunny Bank Community Home is considered as one of the first options of accommodation for children/young people who have complex needs and require intensive work being undertaken to stabilise their behaviour to allow them to move on and settle into a suitable permanent or long term placement. Sunny Bank is committed to offering a stimulating, safe caring environment that promotes a holistic approach to all aspects of the child/young person's life.

“...The only other requirement made was for the installation of WiFi...Very impressed with visit; a small complex needs residence. We had a long conversation with a member of staff who demonstrated the individualised care framework. We met 2 residents and discussed their interests and development; both were very happy and clear about progress made and to be made. This residence was welcoming and at ease.”

Bakers Way provides a short breaks service which provides regular planned short break stays for disabled children and young people ages 0-18yrs.

“We were shown the outdoor play area, and noted that some of the play equipment needs replacing and that a grass banking needs to be removed to extend and improve the children's play area....There was a meal being prepared in readiness for when the young people return home...there is a range of foods that meet the needs of these young people...the building was warm and comfortable...we really enjoyed the visit, as the staff team were very warm, friendly, but most of all informative.”

Children's Social Care – Advocacy Arrangements

All young people wishing to make a complaint are offered the assistance of an advocate. 3 young people were supported by an advocate during the reporting period. Advocacy services for all three children were provided via Tros Gynnal. All complainants indicated that they were happy with the advocacy service provided.

In addition to the above, one complainant raising concerns in respect of her children was supported throughout the complaints process by a mental health wellbeing advocate.

Social Services and Wellbeing Act (Wales) 2014 - National Performance Framework:

As part of the National performance framework (in line with their duties under the Social Services and Wellbeing (Wales) Act 2014), Local Authorities are required to collect qualitative information annually about people who use their Social Care Services. This data is to be collected locally and provided nationally to the Welsh Government in relation to the provision of care and support. Surveys were sent out in October 2017 and a range of questions were asked relative to services and support provided to adults, children and young people and carers. Results were as follows:-

Adults: A total of 1243 questionnaires were despatched to adults (over 18 years), 416 were returned, a response rate of 33%. Some of the comments received include:

"Without the help and care I receive I wouldn't be able to do anything."
"I feel safe because social services have been very helpful in supplying equipment for my safety in my home and support me when needed."
"Stuck in the ground floor flat. No rear access. Unable to be independent."
"Support received from the Bridgend Social Services and Wellbeing is excellent and beyond reproach."
"My wife wasn't well and social services stepped in."

Carers: A total of 49 questionnaires were despatched to adults (over 18 years), 22 were returned, a response rate of 44%. Comments received include the following:

"The carers are nice people who treat you politely."
"We could use a downstairs toilet."
"More than happy from everyone involved."

Children: A total of 430 questionnaires were despatched to children (age 7-17 years), 90 were returned, a response rate of 21%. Some of the comments received include:

"I have all my family and friends around me. I really feel I belong here."
"I love my carers, I could not be happier at all."
"My social worker takes sides and she listens but not all the time"
"My foster carer is the most nicest person she has taken me in like her own."
"They are all family even if it isn't blood."

Overall a total of 528 responses were received.

6. STATISTICAL INFORMATION 2017/2018

Number of Representations Received and Timescales

Table 1

No. Representations Received Statutory Complaints Procedure – April 2016 to March 2017			
		Complaints	Compliments
Adult Social Care		14	264
Children’s Social Care		13	23
Business Support /Finance		0	13
Total	Stage 1	27	300
	Stage 2	2	

*(1 x complaint progressed straight to Stage 2).

Timescales: 100% Stage 1 complaints were resolved within the prescribed timescale of 10 working days.

Timescales: All Stage 1 complaints were acknowledged in writing within 2 working days of the date of their receipt. 100% were resolved within the prescribed timescale of 10 working days and written responses provided within 5 working days of the date of resolution. There were no complaints received outside the 12 month time limit for investigation.

Complaints Resolved Informally (pre-Complaints Procedure Stage 1)

Bridgend County Borough Council complaints processes have, for a number of years, involved successful early resolution of complaints wherever possible. Recently, the new Complaint Guidelines emphasise that the complaints process will provide for a more straightforward and citizen centred approach. Swift and effective complaints handling is also encouraged with an expectation that the majority of complaints and representations should be resolved by Local Resolution.

Complaints staff therefore undertake a significant amount of work liaising with managers to identify and agree swift resolutions to the satisfaction of the complainant (by the end of the working day following the day on which the complaint was made).

Table 2

No. Complaints Resolved prior to invoking the formal Complaints Procedure(s) 2017/2018	
Adult Social Care	57
Children’s Social Care	139
Business/Finance Support	2
Total:	198

Corporate Complaints Procedure

There are instances whereby aspects of a complaint do not fall within the remit of the social services statutory complaints procedure and, in these instances, the Authority's Corporate Complaints Procedure is utilised. 25 complaints were received which were deemed appropriate to be addressed in accordance with the Corporate Complaints Procedure during 2017/18. Three related to Adult Social Care and 22 to Children's Social Care.

Total Representations Received 2017/18

The total number of representations received in relation to Adult Social Care and Children's Social Care is as follows:-

Table 3

2017/18 - Total No. Representations Handled via:	
Complaints Resolved at pre-Complaints stage	198
Statutory Social Services Complaints	27
Ombudsman	2
Corporate Complaints	25
Total:	252

The total number of complaints received and addressed in accordance with the Statutory Complaints Procedure by Social Services during 2017/2018 was 27 compared with 21 in 2016/17. The number of people receiving a service from Adult Social Care during the reporting period was 5631 and 2262 from Children's Social Care.

Complaint Outcomes (Statutory)

Complaint outcomes are identified within the categories: Upheld, Partially Upheld and Not Upheld. Outcomes for each service area have been recorded during 2017/18 as follows:-

Table 4 – Complaint Outcomes (St. 1 - Statutory Complaints Procedure)

2017/18	Adult Social Care	Children's Social Care	Business /Finance Support
Not Upheld	4	6	--
Partially Upheld	3	4	--
Upheld	7	2	--

NATURE OF COMPLAINTS

The nature of complaints received varied and included:-

Table 5

2017/18 – Most Common Complaints Received
Quality / Level of Service / Standard of Care
Lack of / Poor Communication
Disagreement with Assessment / Care Plan
Unacceptable Delays
Poor advice / misinformation

Staff attitude / conduct
Policy / Procedure Non-compliance
Missed / Late Appointments / Times of Visits
Charges for Care Services
Disagreement with Policy / Procedure

7. HOW COMPLAINTS WERE RESOLVED and LESSONS LEARNED

A variety of methods were used to resolve complaints, including:-

- Liaison by complaints officers with senior managers to identify/agree immediate/informal resolution;
- Meetings by senior officers with complainants to discuss/resolve their concerns;
- Provision of explanation of reasons for decisions (verbal and/or written);
- Provision of an apology (written), where appropriate;
- Corrective actions, e.g. change of decisions, review of procedures;
- Reassessment (independent);
- Advocacy services/support;
- Independent investigation;
- Staff training (E:learning).

Key lessons learned during 2017/18 were as follows:-

Table 6

Service Area	Lessons Learned/Actions Implemented
Adult Social Care: Breakaway	To prevent exclusion of service users from trips out, a more structured arrangement is now in place with Porthcawl & Pyle Community Hub to borrow/use wheelchair accessible transport.
Adult Social Care:	Provision of contact details of BCBC's Common Access Point to Herefordshire Careline (the agency commissioned to handle BCBC Telecare calls) to allow them to refer callers appropriately in cases where they do not have an emergency.
Children's Social Care:	Reviews of those cases awaiting allocation to be undertaken to ensure families are kept updated on current status.
Children's Social Care:	Social work staff to ensure that Care & Support Plans are factually accurate and outcomes shared in a timely manner as appropriate.

Welsh Language Standards

There have been no complaints received during this reporting period that have been communicated via the medium of Welsh.

To ensure compliance with the requirements of the Welsh Language Standards all complaints publicity material, including leaflets and the complaints website have been translated and are readily available in the medium of Welsh. Complaints staff have also attended basic Welsh Language training.

Compliments

Compliments are regarded as important information which can be used to identify good practice. All compliments are therefore recorded centrally and details provided in management reports. As mentioned above, 300 compliments were recorded during 2017/18, a selection of which are set out below:-

Table 7

Compliments - Adult Social Care:
Bridgeway: "I would like to thank 'X' and her team for the excellent service they provide. They always go the extra mile caring because they care. If there as an award for them they would most certainly come first."
Bridgestart: "Dear 'X' and team, words cannot express how grateful I am for the care that you and your team provided/afforded my father this last few months.....Your team always treated him with the utmost dignity and respect and ensured that I too was always kept fully informed. Please can you extend my sincere thanks to all involved with my father's care. Many thanks."
Minerva Day Service: "To all the staff at the Day Centre, We will always remember and be grateful for the love and kindness you gave to 'X' during the years she was with you."
Home Care: "(A thank you to Unsung Heroines). My sister and I would like to say a Huge thank you to the Home Care ladies who throughout the atrocious weather last week never missed a call. My sister requires double handling three times a day and with no thought for their own safety these ladies from North Cornelly, Pyle, Cefn and Kenfig turned up with the usual smiles and cheerful conversation. Thank you all ladies, we are sure everyone else you visit could never manage without you."
Telecare: "I have just called 'X', daughter of Mr 'Y' to arrange collection of Telecare equipment. She said that she would very much like to thank everybody that she has spoken to in regards her father. The staff have been tremendous and the equipment kept her mind at rest as he wanted to stay at home as long as possible and it enabled her to worry less knowing that if need be there was help within a short space of time."
Common Access Point: "Wow, what a response, thank you so much, I really appreciated it. I live in London and am attempting to get some support for my husband's uncle who lives in Bridgend. I will print out your email and send it to him. The last time I contacted Bridgend Social Services to attempt to have a handrail fitted for him, I was amazed at how quickly he was offered help. Once again, I have to say how very impressed I am at the level of care shown. Thank you so much."
Older People Mental Health: "We would like you to know how grateful we are to 'X' for the efficient and professional service he has been our mother .This has always been done in a warm and friendly way which has added to the whole experience. You will know that Mam is now a resident of Bryn y Cae Care Home which we are also pleased with. Please thank 'X' on our behalf."
Brynycae: "'X' stated that he couldn't have been treated better even if he'd been

royalty. And it would have been impossible to improve the service.
Compliments – Children’s Social Care:
16 Plus Team: “Throughout the Proceedings the social worker kept in touch with me, her written work was excellent and she had a really good understanding of the case.”
Safeguarding East Team: The Grandmother of a young person stated the social worker “had been off the chart amazing and that the progress that has been achieved would not have been possible had it not been for the hard work put in by the social worker’.
16 Plus Team: A young person and family stated “X’ has been the best social worker she has had and would like her to remain as her PA... we appreciate all the work and input that ‘X’ has given.”
Adoption Panel: “I was asked to pass on how impressed they (the Panel) were with the great work you have undertaken with ‘X’.”
Safeguarding North Team: Following Judgement, Her Honour Judge ‘X’ congratulated the family and the Local Authority on their approach to this case and personally thanked ‘X’ for all of his hard work, not only on this case but over the 9 years that she has been encountering him.
16 Plus Team: Foster Carer stated - “I have been fostering for 15 years and ‘X’ is the best social worker I have worked with’.
Compliments - Business Support/Finance:
Non-Residential Charges: "I just wanted to give you some feedback from the son of the above service user. 'X' wished me to let you know that he was “more than impressed” with the information and level of financial understanding you displayed when he contacted you. He told me that having worked as a Manager for a National Bank, (Fraud Department) he felt that the level of competence you displayed when providing information to him was at a level some of his staff would have struggled with. In this day and age it is so easy for people to make complaints and it is rare that people take the time to give positive feedback. I will copy your line manager into this email."
Residential Charges: “Thank you, and the staff at Bryn y Cae, very much for such prompt and efficient action after my mother’s death last week...On a personal note, I would again like to thank you for all the help given to me in understanding the complex (for me!!) financial processes associated with care and achieving the best solution for my mother.”
Deputyship & Safeguarding: “Just wanted to say thanks for all your help on Friday and with managing ‘X’s finances. ‘X’ was so excited about getting her new phone, she was giggling all the way home! Having her finances managed by BCBC has had a huge impact on her life. Day Services and her respite carer have described her as having more confidence and being much happier. She is taking pride in being able to shop for new clothes and go to the hairdresser. Things she had wanted to do for some time but had not been able to...”

8. CUSTOMER FEEDBACK – THEIR EXPERIENCE OF THE COMPLAINTS PROCEDURE

Questionnaires were forwarded to all complainants (statutory complaints). Complainants were provided with various options via which they could submit their responses, including, ‘reply paid envelopes’, by email or telephone. Unfortunately, no responses were received for the reporting period.

9. ACHIEVEMENTS IN 2017/2018

Achievements during 2017/18 include:-

- Complaints staff have encouraged and worked closely with managers/staff to aim to resolve complaints locally and as swiftly as possible. This is reflected in the high number of complaints resolved at the pre-complaints stage (**Table 2**);
- There was a 15% increase in the number of complaints handled during the period. 100% of the Stage 1 statutory complaints were resolved and responded to within the statutory timescale;
- There was also a 10% increase in the number of compliments recorded for the Directorate;
- On-line complaint information has been updated and included on the Local Authority's website. The information is also available in the medium of Welsh;
- Complaints information has been uploaded, reviewed and kept up-to-date on the Dewis Cymru Information database. The Dewis Cymru website provides a single point of access to information about wellbeing in Wales. The website can be accessed by members of the public as well as social care professionals across Wales.

10. OBJECTIVES FOR 2018/2019

Plans for 2018/19 include:-

- Continue to encourage and work with managers/staff to aim to resolve complaints locally and as swiftly as possible;
- Continue to monitor Stage One timescale compliance rates;
- Work with ICT to develop the use of the Welsh Community Care Information System (WCCIS) to record & manage complaints;
- The Complaints Awareness E:learning module developed in 2015/16 (aimed at new and existing staff employed by the Directorate) has had a low staff take-up. Consideration will therefore be given to inclusion of this Module within the Social Services Induction Programme to ensure that all new starters complete it;
- Commence/complete the development of the E:Learning module "Managing Complaints Effectively" (aimed at managers responsible for investigating and responding to complaints).

11. EQUALITIES

A screening for equality impact has been carried out in relation to the representation and complaints procedure. There is no negative impact on the protected equality characteristics.

There have been no complaints received during the reporting period in relation to the Social Services Representations and Complaints Procedure.

Complainants are now requested to provide information in relation to the Equality Act 2010. This data includes information relating to ethnicity, gender, marital status and disability. The feedback is currently low, but we will continue to pursue this.

**Report prepared for Susan Cooper
Statutory Director of Social Services
By the Designated Complaints Officer
July 2018**

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By virtue of paragraph(s) 14, 16 of Part 4 of Schedule 12A
of the Local Government Act 1972.

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