

# Public Document Pack

## Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

### Bridgend County Borough Council



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

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#### **Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate**

Deialu uniongyrchol / Direct line /: 01656 643148 /  
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Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

**Dyddiad/Date:** Wednesday, 24 June 2020

Dear Councillor,

#### **CABINET**

A meeting of the Cabinet will be held Remotely via Skype for Business on **Tuesday, 30 June 2020** 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 - 20  
To receive for approval the Minutes of 25/02/20 and 10/03/20
4. Recovery Planning from the Impact of COVID-19 21 - 32
5. Revenue Budget Outturn 2019-20 33 - 70
6. Valleys Task Force Empty Homes Grant - Phase 2 71 - 84
7. Local Economic Recovery Planning 85 - 92
8. The Bridgend County Climate Emergency Response Programme 93 - 96
9. Flood And Water Management Act 2010 - Annual Flood Investigation Report 97 - 114
10. The Provision of Beach and Water Safety Services In Partnership With The Royal National Lifeboat Institution (RNLI) 115 - 120
11. Absorbent Hygiene Product Welsh Government Grant 121 - 134
12. Children's Social Care - Regional Adoption Arrangements: Appraisal of 135 - 156

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## Options

13. School Modernisation Programme - Band B Mynydd Cynffig Primary School 157 - 164
14. Forward Work Programme 165 - 174
15. 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.
16. Exclusion of the Public  
The following items are not for publication as they contain exempt information as defined in Paragraphs 12, 14 and 16 of Part 4 and Paragraph 21 of Part 5, Schedule 12A of the Local Government Act 1972,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 these items in private, the public will be excluded from the meeting during such consideration.
17. Approval of Exempt Minutes 175 - 178  
To receive for approval the exempt minutes of 25/02/20 and 10/03/20
18. Proposed ICF Capital Grant to Linc Cymru 179 - 186

Yours faithfully

**K Watson**

Chief Officer, Legal, HR & Regulatory Services

Note: Please note that due to the current restrictions on travel and the requirement for social distancing this meeting will not be held at its usual location. This will be a virtual meeting and Members of Cabinet and Officers will be attending remotely.

### Councillors:

HJ David  
CE Smith

### Councillors

PJ White  
HM Williams

### Councillors

D Patel  
RE Young

CABINET - TUESDAY, 25 FEBRUARY 2020

MINUTES OF A MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 25 FEBRUARY 2020 AT 14:30

Present

Councillor HJ David – Chairperson

CE Smith

PJ White

D Patel

Apologies for Absence

HM Williams and RE Young

Officers:

Gill Lewis	Interim Head of Finance and Section 151 Officer
Kelly Watson	Chief Officer Legal, HR and Regulatory Services
Mark Shephard	Chief Executive
Andrew Rees	Democratic Services Manager
Lindsay Harvey	Corporate Director Education and Family Support
Jackie Davies	Head of Adult Social Care
Zak Shell	Head of Neighbourhood Services
Mark Lewis	Group Manager - Integrated Working
Guy Smith	Community Asset Transfer Officer
Tina Haddon	Early Years and Childcare Manager

473. DECLARATIONS OF INTEREST

The following interests were declared:

Councillor HJ David – personal interest agenda 7 – Playing Fields, Outdoor Sports Facilities & Parks Pavilions and Community Asset Transfer as President of Cefn Cribwr Athletic Bowls Club, Member of Cefn Cribwr Athletic Club and Cefn Cribwr Community Association, who are potential transferee organisations.

Councillor CE Smith - personal interest agenda 7 – Playing Fields, Outdoor Sports Facilities & Parks Pavilions and Community Asset Transfer as a member of Laleston Community Council which has expressed an interest in a CAT for Bryntirion Park and Pavilion.

Councillor D Patel - personal interest agenda 7 – Playing Fields, Outdoor Sports Facilities & Parks Pavilions and Community Asset Transfer as a member of Ogmore Valley Community Council which is a potential transferee organisation.

Councillor PJ White - personal interest agenda 7 – Playing Fields, Outdoor Sports Facilities & Parks Pavilions and Community Asset Transfer as a member of Maesteg Town Council which is a potential transferee organisation.

474. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meetings of Cabinet of 14 and 21 January 2020 be approved as a true and accurate record.

475. CORPORATE PLAN 2018-2022 REVIEWED FOR 2020-21

The Interim Section 151 Officer sought endorsement of the Council's Corporate Plan 2018-22 reviewed for 2020-21 prior to submission to Council for approval.

She informed Cabinet that the Corporate Plan 2018-2022 describes the Council's vision for the County Borough, the three well-being objectives and organisational values and principles that underpin how the Council will work to deliver its priorities. In reviewing the Plan, the Council has further developed its well-being objectives and these priorities, once approved, will be the Council's well-being objectives under the Well-being of Future Generations (Wales) Act 2015 and improvement objectives under the Local Government (Wales) Measure 2009.

The Interim Chief Executive reported that the Corporate Overview and Scrutiny Committee on 13 February 2020 had considered the revised draft plan and had made a series of constructive comments for amendment and inclusion. The comments had been considered and wherever feasible, appropriate amendments had been made to the draft Plan. She informed Cabinet that the Plan will be reviewed annually taking into account changing circumstances and progress made against the well-being objectives to ensure that the requirements of the Local Government (Wales) Measure 2009 and the Wellbeing of Future Generations (Wales) Act 2015 are met. Once approved, the Plan will replace the current Corporate Plan and will be supported by the Medium Term Financial Strategy, Directorate business plans and service plans.

The Leader placed on record his thanks to the officers who had contributed to the Plan and to the Corporate Overview and Scrutiny Committee which had been very thorough in its scrutiny of the Corporate Plan and had contributed to the revised Plan. He stated that one of the most significant changes in April 2019 had been the transfer of all health services within the County Borough from Abertawe Bro Morgannwg University Health Board to the Cwm Taf Morgannwg University Health Board and which had been reflected in the foreword to the Corporate Plan.

**RESOLVED:** That Cabinet endorsed the Corporate Plan 2018-2022 reviewed for 2020-21 and recommend it to Council for approval on 26 February 2020.

476. **MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2020-21 TO 2023-24**

The Interim Section 151 Officer presented the Medium Term Financial Strategy 2020-21 to 2023-24, which included a financial forecast for 2020-24, a detailed revenue budget for 2020-21 and a Capital Programme for 2019-20 to 2029-30.

She informed Cabinet that the MTFS has been significantly guided by the Council's well-being objectives and while there had been previous year-on-year reductions in Aggregate External Finance (AEF) which had necessitated budget reductions across service areas, the Council still plays a very significant role in the local economy, responsible for annual gross expenditure of around £420M and is the largest employer in the County Borough. The Interim Section 151 Officer informed Cabinet that the Corporate Plan is being presented to Council for approval alongside the MTFS 2020-24, which includes more re-focused well-being objectives and are aligned to each other, enabling explicit links to be made between the Council's priorities and the resources directed to support them.

The Interim Section 151 Officer provided Cabinet with a Corporate Financial Overview and over the last 10 years the Council has made £68M of budget reductions. The Council's gross budget will be around £420m while the net revenue budget is planned for 2020-21 at £286.885M. She stated that around £175M of this expenditure is spent on the Council's staff, including teachers and school support staff. Much of the cost of the services provided by external organisations is also wage related, including waste

collection operatives, domiciliary care workers, leisure staff and foster carers. The Council faces having less income to fund services, as well as legislative and demographic changes. The Council has adopted a corporate plan that sets out the approaches that it will take to manage these pressures whilst continuing to ensure that, as far as possible, services can be provided that meet the needs of the community.

The Interim Section 151 Officer informed Cabinet that the Council is proposing to spend £121m on services delivered by Education in 2020-21, supporting 59 schools and one pupil referral unit. Spending on schools are the biggest single area of spend in the Council. After Education, the largest area of Council spend is on Social Care, which includes social care for children and for adults who are vulnerable or at risk, the Council is proposing to spend £71m on social care and wellbeing services. She stated that the Council's work on the public realm has a more direct and visible impact within the community, with the Council proposing to spend £21.8m on these services. One of the Council's priorities is in Supporting the Economy and the Council will increasingly work collaboratively with the other nine councils which make up the Cardiff Capital Region City Deal, which is creating a £1.2 billion fund for investment in the region over the next 20 years. The investment will be targeted on raising economic prosperity, increasing job prospects and improving digital and transport connectivity. The Interim Section 151 Officer informed Cabinet of the proposed spend on Other Services, the most significant areas being Regulatory Services; Registrars and Council Tax and Benefits. In addition, there are a number of services the Council does to support the delivery of those services, which are Property and Building Maintenance; Finance; Legal Services; ICT and Internal Audit.

The Interim Section 151 Officer reported on the Strategic Financial Context and informed Cabinet that the MTFs is set within the context of UK economic and public expenditure plans, Welsh Government priorities and legislative programme. The Interim Section 151 Officer informed Cabinet that in response to the Chancellor of the Exchequer's announcement in September 2019 of a fast-tracked one-year Spending Round for 2020-21, which included an additional £600m to the Welsh Government's budget in 2020-21, the Minister for Finance and Trefnydd announced that the Welsh Government's budget would increase by 2.3% or £593m. As a result of the General Election, the Welsh Government delayed the announcement of the provisional local government settlement until 16 December 2019, delaying the final budget and local government settlement until 25 February 2020. The MTFs and budget for 2020-21 was based on the provisional settlement, being an increase in Aggregate External Funding of 4.7%, no significant changes were anticipated between the provisional and final settlement.

The Interim Section 151 Officer reported that the 2020-21 final revenue budget included a Council Tax increase of 4.5%, which was lower than the options included in the public budget consultation of 6.5%. She explained that the scale of the financial challenge remained considerable once external pressures and risks have been taken into consideration and an assumed annual increase of 4.5% would continue to be included for 2021-24.

The Interim Section 151 Officer reported on a comparison of budget against projected outturn at 31 December 2019, which had a projected under spend of £798k, comprising £85k net over spend on directorates and a £5.274m net under spend on council wide budgets, offset by net appropriation to earmarked reserves of £4.391m. She explained that the main reason for the under spend of £4.154m on Other Council Budgets due to the Welsh Government advising local authorities of additional grant funding of £2.622m to meet the increased cost of teachers' and fire service pensions and teachers' pay increase, all of which were originally funded in full through the MTFs.

The Interim Section 151 Officer summarised the main headlines arising from the public consultation, of which the 7,427 interactions were received, being an increase of 40.6% interactions from last year. She also thanked the Budget Research and Evaluation Panel in assisting facilitating the budget planning process and the Overview and Scrutiny Committees which resulted in a series of recommendations being made by the Corporate Overview and Scrutiny Committee for consideration by Cabinet.

The Interim Section 151 Officer outlined the MTFs principles and reported on the most likely budget scenarios, which for 2020-24 was predicated on budget reductions of £29.293m. The Interim Section 151 Officer highlighted the current progress on identifying budget reduction proposals together with the risk status of these proposals. The Interim Section 151 Officer informed Cabinet of the net budget requirement to fulfill the Council's functions, the financing of the net budget comes from the Welsh Government settlement and Council Tax income. The Interim Section 151 Officer also informed Cabinet of the net revenue budget for 2020-21 and how it would be funded through Revenue Support grant, Non Domestic Rates and Council Tax income, requiring an increase in Council tax of 4.5%. The Interim Section 151 Officer outlined the pressures of pay, prices and demographics, non-teachers' pensions and schools' budgets. The number of recurrent pressures total £6.683m, while budget reduction proposals amount to £2.413m.

The Interim Section 151 Officer informed Cabinet of the position of the Council's Reserves, which has been maintained at a minimum of £7m and at 31 March 2019 was £8.776m. The forecast movement in reserves to 31 March 2020 is an overall reduction of £4.250m.

The Interim Section 151 Officer reported on the proposed capital programme for 2019-20 to 2029-30, which has been developed in line with the MTFs principles and capital financing strategy. The provisional capital funding for 2020-21 is £7.983m, of which £3.986m is provided through un hypothecated supported borrowing and the remainder £3.997m as general capital grant. She stated that Council had approved a capital programme in February 2019, which has been revised during the year to incorporate budgets brought forward and new schemes and grant approvals.

The Interim Section 151 Officer also reported that Prudential Borrowing taken out as at 1 April 2019 was £43.998m, of which £27.796m was outstanding. It was estimated that the total borrowed will increase to £44.95m by the end of this financial year.

The Leader thanked all members of the authority in helping shape the budget and hoped all members would support the proposals at Council. He stated that the Council had received a better than anticipated settlement this year and hoped that austerity measures had been brought to an end, but the Council would need to plan to make savings in future years. He informed Cabinet that the largest proportion of the budget would be spent on schools and due to the better than anticipated settlement it had been possible to protect schools from making the proposed 1% annual efficiency savings. He also stated that the Council proposed to increase funding for the Special Educational Needs, whilst the Council would continue its commitment to apprenticeship opportunities to replace specialist staff and to grow its own. The Council would also be investing in the public realm and the highway infrastructure and the planting of trees to prevent flooding due to the effects of climate change. He stated that the views of the public had been listened to in retaining CCTV services and adult community learning.

The Cabinet Member Social Services and Early Help stated that austerity was continuing and the authority was still having to make difficult cuts to services, however there needed to be investment in services. The Cabinet Member Wellbeing and Future Generations stated that the views of the public had been listened to and she

commended the investment being made in the schemes included in the capital programme and was pleased to see the Council supporting citizens by providing digital and personal budgeting support to assist in new claims for Universal Credit. The Leader stated that the Council is proposing significant investment in renewable energy in the Caerau Heat Network scheme and by investing in its schools and older buildings. The Council will also be working sustainably with the Valleys Taskforce.

The Leader questioned whether the cost of living rise for care packages would be allocated into the budget. The Interim Section 151 Officer stated that the money will be transferred into the budget. The Leader also questioned the impact on the budget of the reduction in employer's contributions in non-teachers' pensions. The Chief Officer Legal, HR and Regulatory Services stated that Payroll is looking at the calculations, prior to a decision being made on the way forward.

**RESOLVED:** That Cabinet approved the MTFS 2020-21 to 2023-24, including the 2020-21 revenue budget and the Capital Programme 2019-20 to 2029-30, and recommended them to Council for adoption. In particular Cabinet approved the following specific elements Council for approval:

- The MTFS 2020-21 to 2023-24 (Annex 3).
- The Net Budget Requirement of £286,885,169 in 2020-21.
- A Band D Council Tax for Bridgend County Borough Council of £1,537.06 for 2020-21 (Table 11 of the MTFS).
- The 2020-21 budgets as allocated in accordance with Table 9 in paragraph 3.3 of the MTFS.
  - The Capital Programme 2019-20 to 2029-30, attached at Appendix G of the MTFS.

**477. TREASURY MANAGEMENT AND CAPITAL STRATEGIES 2020-21 ONWARDS**

The Interim Head of Finance and Section 151 Officer reported on the Treasury Management Strategy 2020-21, which included the Treasury Management Indicators and the Capital Strategy 2020-21 to 2029-30, which included the Prudential Indicators before submitting for approval by Council.

The Interim Head of Finance and Section 151 Officer reported that treasury management and the control of capital expenditure are based in legislation, its treasury management activities are regulated by legislation which provides the powers to borrow and invest as well providing controls and limits on this activity. Borrowing activity must have regard to the Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code for Capital Finance in Local Authorities and to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services. Regulations also contain detailed provisions for the capital finance and accounting controls, including the rules on the use of capital receipts and what is to be treated a capital expenditure. She stated that the revised Prudential Code placed a new requirement on local authorities from 1 April 2019 to determine a Capital Strategy. The Capital Strategy contains the Prudential Indicators and the Treasury Management Strategy contain the Treasury Management Indicators.

The Interim Head of Finance and Section 151 Officer reported that the Treasury Management Strategy 2020-21 confirms the Council's compliance with the Treasury

Management in the Public Services: Code of Practice and also fulfils the Council's legal obligation under the Local Government Act 2003 to have regard to both the CIPFA Code and the Welsh Government Guidance. The Treasury Management Strategy is an integrated strategy where borrowing and investments are managed in accordance with best professional practice. She stated that the Council borrows money either to meet short term cash flow needs or to fund capital schemes within the capital programme but loans taken are not associated with particular assets. The Treasury Management Strategy had been considered and reviewed thoroughly by the Audit Committee.

The Interim Head of Finance and Section 151 Officer reported that the Capital Strategy 2020-21 to 2029-30 was presented to the Corporate Overview and Scrutiny Committee on 13 February 2020 for information. It confirms the Council's compliance with the Prudential Code for Capital Finance in Local Authorities. The Capital Strategy sets out a framework for the self-management of capital finance and examines the following areas:

- Capital expenditure and investment plans
- Prudential Indicators
- External debt
- Treasury Management

It reports on the delivery, affordability and risks associated with the long-term context in which capital expenditure and investment decisions are made. The Capital Strategy is linked to the Corporate Plan, Treasury Management Strategy, MTFs and the Asset Management Plan. The Council is planning capital expenditure of £56.434m in 2020-21, and the Interim Head of Finance and Section 151 Officer highlighted the sources of where it would be funded from.

The Interim Head of Finance and Section 151 Officer summarised the external debt and investment position as at 31 December 2019, the Council held £96.87m of borrowing and £38.95m of investments. She presented a balance sheet showing forecast changes in borrowing and investments and has been produced using estimates of capital spend and forecasts on useable reserves for the current financial year and the next three years. The Interim Head of Finance and Section 151 Officer informed Cabinet of changes in the accounting treatment for leases under International Financial Reporting Standard (IFRS) 16 which will have an impact and once known, and updated Treasury Management Strategy will be presented to Council for approval.

The Interim Head of Finance and Section 151 Officer highlighted the borrowing strategy and outturn and summarised investment strategy and outturn with the main objectives during 2020-21 to maintain capital security; to maintain liquidity so funds are available when expenditure is needed and to achieve the yield on investments commensurate with the proper levels of security and liquidity.

The Leader highlighted the importance of the cautious approach the Council takes in relation to Treasury Management being mindful of risk when investing. He was grateful to the Audit Committee for its role in reviewing the Treasury Management Strategy. The Chief Executive thanked the Interim Head of Finance and Section 151 Officer and team for the level of experience and advice they provide with regard to Treasury Management activity.

**RESOLVED:** That Cabinet considered the report and noted that the following would be presented to Council for approval:



- the Treasury Management Strategy 2020-21 including the Treasury Management Indicators 2020-21 to 2022-23 (Appendix A);
- the Capital Strategy 2020-21 to 2029-30 including the Prudential Indicators 2020-21 to 2022-23 (Appendix B);
- the Annual Minimum Revenue Provision (MRP) Statement 2020-21 (Appendix B - Schedule A).

478. PLAYING FIELDS, OUTDOOR SPORTS FACILITIES & PARKS PAVILIONS AND COMMUNITY ASSET TRANSFER

The Community Asset Transfer Officer presented an update on the community asset transfers (CATs) of playing fields and park pavilions to Town and Community Councils (T&CCs) and/or sports clubs under self-management arrangements. He also reported on proposals to support the improvement and development of playing fields and park pavilions post transfer to ensure that facilities became more sustainable. The measures outlined were also designed to stimulate the Council's CAT Programme and ensure that the expectations of sports clubs were appropriately managed and transfers progressed and completed in a timely manner in support of the Medium Term Financial Strategy (MTFS).

The CAT Officer reported that the provisional settlement for the Council showed an overall budget increase 4.7%, compared to the -1.5% "most likely" assumption contained within the Council's original MTFS for 2020-21. He stated that the provisional settlement did not recognise a number of new pressures faced by the Council, however, it provided an opportunity for savings previously identified in the MTFS to be re-considered in line with the priorities of the Council. He also stated that the Final MTFS saving of £300,000 for playing fields and parks has been deferred until the 2021-22 financial year to reflect the level of ongoing CAT activity providing sports clubs and the Council with more time to complete transfers in an orderly manner; and to allow the Council to engage more effectively with the governing bodies of sport and where possible developing joint strategies and more partnership working. He informed Cabinet that initial positive meetings have already been held with the Welsh Rugby Union (WRU), Football Association of Wales (FAW) Trust and Cricket Wales.

He also reported that the situation beyond April 2021 would need to be re-assessed by the Council in December 2020 to take account of the financial settlement from Welsh Government for 2021-22 and the level of CAT activity particularly the number of completed transfers. He stated that in view of current level interest in CAT from T&CCs and local sports clubs, the increased resources intended to be deployed by the Council to support CAT, the positive dialogue with the relevant Governing Bodies, and the enhanced packages of support that are now in place, the process of completing CAT's will accelerate significantly over the next year. He highlighted the level of CAT activity as at 31 January 2020 and the progress of CATs being made with Town and Community Councils and sports clubs.

The CAT Officer reported that proposals for additional staff resources have been outlined in a business case that will be submitted to the Corporate Management Board shortly and additional funding has been identified and earmarked provisionally in the Change Management Fund to support this application for more resource that will ensure that the pace of CAT is accelerated. He stated that the "Team" approach favoured by the CAT Task & Finish Group whereby multi-disciplinary staff from different sections of the Council work together has already commenced with the formation of a CAT Operations Group.

The CAT Officer also reported that the Sports Pavilion Fund has been re-designated as the CAT Fund and the scope for funding widened under the MTFS 2019-20 to 2022-23 in February 2019 to also include building works on other Council facilities such as community centres and public toilets, to support the CAT process. This is to ensure that as many buildings as possible can be kept open and provide long-term community benefits. He stated that to date, six projects have been allocated funding from this source totalling up to £340,520. He informed Cabinet that currently a sum of £340,520 is already committed from the £1 million CAT Fund, while he had liaised with Town and Community Councils on funding under the Capital Grant Scheme. He stated that applications to the T&CC Capital grant scheme 2020-21 were made available in January 2020 with the deadline for receipt of completed applications of 28 February 2020 being established.

The CAT Officer reported that a Bridgend Sports Team Support Fund (BSTSF) will be established to encourage participation in sport, which requires annual funding of £75k being made available in 2020-21 and 2021-22. He outlined initiatives aimed at improving green spaces pre and post CAT and the scope of the CAT fund would be extended to include the maintenance of playing fields. He also outlined the transitional support for bowls facilities, where a one-off grant of £5,000 would be made available for each bowls facility. He reported on the strategy for Newbridge Fields which may require alternative management and operational arrangements and Maesteg Welfare Park and Aberfields which are also used extensively as public parks.

The Cabinet Member Social Services and Early Help welcomed the process to speed up CATs and commented on the need to find additional resource for CAT. The Cabinet Member Wellbeing and Future Generations commented that the updated Equality Impact Assessment now helped protected groups and that the support fund and TCC fund would improve assets. The Leader commented that clubs would be eligible to access funding through their governing bodies to improve facilities which would not be accessible to the Council.

The Chief Executive informed Cabinet that the direction of travel remained the same and there was a need to ensure a sufficient level of support for self-management and although there was a better than anticipated settlement, the savings had only been deferred for a year. He hoped there would be a significant level of interest in CAT.

**RESOLVED:** That Cabinet approved:

- that Council should regularly monitor the level of CAT engagement with T&CCs and sports clubs and associated progress on a case for case basis to ensure that this key priority was being achieved in line with the requirements of the MTFS.
- that the principle of replenishment of the CAT Fund as and when necessary as CAT's were completed be agreed, subject to known commitments, and there being sufficient capital resources and the approval of Council through quarterly capital reporting.
- the creation of the Bridgend Sports Team Support Fund for an initial 2-year period, to be reviewed prior to the 2022-23 financial year and informed by the level of take up and the success of the Council's CAT policy for playing fields and parks pavilions.
- extending the scope of the CAT Fund to include pitch and drainage improvements and pitch equipment grants.
- commissioning of pitch condition and drainage surveys.
- the principle of providing transitional funding to facilitate the self-management of bowls greens by 30 September 2020, subject to the establishment of an earmarked reserve for this purpose.

479. PROPOSAL TO PILOT THE EARLY CHILDHOOD EDUCATION AND CARE (ECEC) INITIATIVE

The Corporate Director Education and Family Support reported on options to progress Welsh Government's Early Childhood Education and Care (ECEC) pilot and to seek approval of Cabinet's preferred option. He outlined the current situation for early years' provision within Bridgend and that the Welsh Government Childcare Offer is a commitment to provide 30 hours of funded early education and childcare for 3 and 4 year-old children of eligible working parents for up to 48 weeks of the year (39 weeks of provision during school term time and 9 weeks of the year during school holiday periods).

He reported that the ECEC is a new approach being introduced by Welsh Government which aims to develop a holistic vision of education and childcare to support children in their early years. Piloting an ECEC approach would develop understanding of the challenges and opportunities this change could bring and focus on the removal of barriers that exist between education and care to ensure that any setting, whether a school or private/voluntary childcare, can offer ECEC provision. He stated that the Council would be provided with funding for the ECEC pilot; Bridgend would continue to commit to provide 30 hours education provision for 'rising 4s'; all settings who express an interest to pilot, both schools and childcare sector, are supported to deliver 30 hours ECEC provision; working parents are to be no worse off in Bridgend than in other local authorities (working parents will be able to access the 'Childcare Offer' hours during terms where part-time FPN provision is available, alongside holiday childcare provision); options available to non-working parents are set out at paragraph 4.8; and evaluation and monitoring activity will run alongside the pilot. He stated that the Welsh Government have confirmed that up to £3.5m per year is available to support this pilot. He stated that in order to support the pilot, the Council will need to develop, manage and process a system for paying providers monthly as well as being able to gather monitoring and evaluation information. He outlined the four options available and stated that it was proposed that the ECEC pilot would commence at the start of the 2021-2022 school year (from September 2021). He informed Cabinet that ECEC will be funded at £4.50 per hour to all settings in line with the rate paid for childcare under the Childcare Offer and it was that 64% of families in Bridgend would be eligible working parents under the current Childcare Offer.

The Cabinet Member Education and Regeneration commented that the 'All for all parents' should be pursued and would give children the best start in life. The Leader commented that the most cost effective and lasting difference to a child is at early years and he was keen that children who have additional learning needs access the provision.

RESOLVED: That Cabinet:

- considered the four options outlined in the report; and
- selected option 2 as the preferred option to take forward as the pilot;
- requested the Corporate Director Education and Family Support present a progress report on the pilot to Cabinet in six months;
- that officers work with the Welsh Government to protect existing provision and have dialogue with the Welsh Government on the capital funding to make changes to develop provision.

480. CENTRAL SOUTH CONSORTIUM JOINT EDUCATION SERVICE

The Corporate Director Education and Family Support reported on a proposal to secure Cabinet's commitment to the long-term future of the Central South Consortium Joint Education Service.

He informed Cabinet that the Welsh Government is making significant changes to the delivery of education in Wales and in the autumn of 2018, the five Education Cabinet Members of the Central South Consortium Joint Committee commissioned the ISOS Partnership to undertake an independent review of Central South Consortium to ensure it was fit for purpose and financially viable for the foreseeable future. He stated that the Joint Committee approved a request that five local authorities share the ISOS report with the Cabinets of the five local authorities to Central South Consortium before the end of February 2020, and that the five Councils consider and restate their commitment to a joint approach to school improvement through Central South Consortium.

The Corporate Director Education and Family Support informed Cabinet that the ISOS report provides robust evidence that the educational performance of the Central South Region has significantly exceeded that of the other three Welsh regions. He stated that the majority of the region's head teachers are positive about the support, advice and guidance provided by the Joint Service. Given fundamental changes to the educational landscape in Wales against a backdrop of continued funding pressures, it was critical that the service evolves to meet needs in a flexible and sustainable manner. He stated that the Joint Committee of Education Cabinet Members has been proactive and commissioned the ISOS review to independently evaluate the performance of the Joint Service, identify the areas for improvement and to ensure it is fit for purpose and financially viable for the long term. He informed Cabinet that in one of the four regions, there has been some uncertainty as to the long-term future of their shared educational advisory services. He stated that a clear commitment was being sought from each of the five Councils to the long-term future of Central South Consortium and provide schools and Central South Consortium staff with some certainty in a period of significant flux for the education sector in Wales. There would be significant engagement with headteachers and governors as part of the remodelling of Central South Consortium, and in the delivery of future work programmes.

In response to a question from the Cabinet Wellbeing and Future Generation as to how the schools had been selected to participate in the review of the Central South Consortium, the Corporate Education and Family Support would provide Cabinet with that information.

**RESOLVED:** That based on the fact that an independent review of the work of Central South Consortium has determined the Joint Service will be well placed to deliver school improvement functions effectively, and support schools to manage the major reforms across the region, along with positive feedback received from head teachers at recent Scrutiny sessions, it Cabinet agreed to support the decision of the Central South Consortium Joint Committee to continue to deliver shared educational advisory services in partnership with the other four Councils in the region for at least the next three years.

481. **COASTAL PROTECTION ENGINEERING WORKS TO WESTERN BREAKWATER AND EASTERN PROMENADE, INCLUDING RHYCH POINT, PORTHCAWL**

The Head of Operations Community Services sought approval in accordance with procurement rules to invite tenders for coastal defence work to the Western Breakwater and Eastern Promenade, Porthcawl that are estimated to be in excess of £5 million.

He reported that the Western Breakwater, Eastern Promenade and Rych Point are covered by the South Wales (Lavernock Point to St. Ann's Head) Shoreline Management Plan 2 (SMP2), inside Policy Scenario Unit 7. He stated that the sea wall and breakwater structures have re-pointing works undertaken funded from its annual budget allocation, which provides a basic level of maintenance to the outer shell of the

structures and does not address any internal structural and hydrology issues. He also stated that the need to provide continuing flood and coastal erosion defence to the sea-front is recognised in the SMP2 and the Council carries out regular inspections of the structures carrying out holding repairs as required to reduce the likelihood of catastrophic failure.

He reported that improvement of these structures has been identified as a priority and by remediation and futureproofing the current structures the Council is investing in sustainable outcomes for the community to put in measures to mitigate against potential flooding and property loss. He stated that the Welsh Government (WG) following initial appraisals, has invited a Full Business Case from the Council for the remediation works and the Council is currently awaiting confirmation of scheme approval. He informed Cabinet that subject to approval by WG, the scheme may be eligible for 75% funding from WG. The remaining 25% that would be required has been identified in the Council's Capital Programme. He stated that a contract will be tendered through the online tendering process in accordance with Council's approved procurement strategy, with an oversight from the Procurement section. The successful tenderer will be identified through a quality/price tender process and the awarding of any contract will follow appropriate procurement and award procedures. Following a successful procurement, tender and award process, it was considered that the contract will be a 2-18 month contract starting in spring/summer 2020.

**RESOLVED:** That Cabinet approved authorisation to tender for the coastal defence work to the Western Breakwater and Eastern Promenade structures and subsequently to award the most economically advantageous tender.

482. **URGENT ITEMS**

There were no urgent items.

483. **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 contained exempt information as defined in Paragraphs 12 and 14 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Act.

Following the application of the public interest test it was resolved that pursuant to the Act referred to above, to consider the following item in private, with the public excluded from the meeting, as it was considered that in all circumstances relating to the item, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

484. **APPROVAL OF EXEMPT MINUTES**

485. **DISPOSAL OF TY'R ARDD, SUNNYSIDE ROAD, BRIDGEND**

The meeting closed at 17:16

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**MINUTES OF A MEETING OF THE CABINET HELD IN COMMITTEE ROOMS 1/2/3, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON TUESDAY, 10 MARCH 2020 AT 14:30**

Present

Councillor – Chairperson

CE Smith  
RE Young

PJ White  
HJ David

HM Williams

D Patel

Officers:

Kelly Watson	Chief Officer Legal, HR and Regulatory Services
Julie Ellams	Democratic Services Officer - Committees
Mark Shephard	Chief Executive
Susan Cooper	Corporate Director - Social Services & Wellbeing
Lindsay Harvey	Corporate Director Education and Family Support
Jackie Davies	Head of Adult Social Care
Nicola Bunston	Consultation Engagement and Equalities Manager
Pete Tyson	Planning and Contract Management Officer

486. DECLARATIONS OF INTEREST

Item 5, Care Home Contracts and Pooled Fund Requirements - Cllr Hywel Williams declared a personal interest in this item because he had a relative residing at Ty Cwm Ogwr.

487. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of Cabinet of 11 February 2020 be approved as a true and accurate record.

488. CARE INSPECTORATE WALES (CIW) NATIONAL INSPECTION

The Leader welcomed Katy Young, Inspector, Care Inspectorate Wales (CIW) to the meeting.

The Inspector, CIW, gave a presentation to Cabinet outlining the strengths and areas for improvement following an inspection of BCBC's Older Adults services carried out in September 2019. At the time of the inspection, plans for improvement were already in place and some of the findings reflected the work they already intended taking forward. New boundaries had been introduced and they recognised that both operationally and strategically, this had been a significant piece of work.

The Inspector, CIW added that it had been a pleasure to undertake the inspection and staff and managers were positive and keen to do what needed to be done.

The Leader thanked the Inspector for the positive overview and for recognising that the authority was seeking to improve.

The Cabinet Member for Social Services and Early Help explained that he was pleased with the report and proud of the staff, particularly in light of 10 years of austerity and a restructure. The whole service was changing in Wales and partnership working had a significant role in this.

The Deputy Leader added that these were unprecedented times in terms of pressure on resources. He was pleased with the report which provided both confidence and satisfaction. He asked if there had been any feedback on the action plan. The Inspector, CIW, replied that they were satisfied that the action plan met requirements and it was just a question of how it would be implemented.

The Head of Adult Social Care explained that the inspection had been robust, fair and balanced and that there had been a number of key findings as detailed in the report. The action plan to address these findings consisted of 17 actions across 4 themes.

The Corporate Director Social Services and Wellbeing reported that she was pleased that BCBC had been seen as a learning organisation and that there had been full engagement with all the staff. There were concerns regarding capacity across Wales and discussions were ongoing regarding profiling, pay and conditions. A Joint Strategy was currently out for consultation. It was recognised that grant money impacted on their ability to recruit. They also had to be more innovative in the way they recruited such as using Facebook and LinkedIn. She thanked CIW for the way they had conducted the inspection and said that it had been a positive experience.

The Cabinet Member for Communities welcomed the report particularly in light of 10 years of austerity. The comments contained within the report were as expected. The Inspection had been undertaken during a period of great change and he was proud of staff and the position they had found themselves in.

The Cabinet Member for Wellbeing and Future Generations asked when the next inspection would take place. The Inspector, CIW explained that there was a 4 year programme and also focussed activity and thematic activities each year. Time was allowed to make improvements between visits and to further the authorities own agenda.

The Leader added that regular, open and constructive engagement helped both parties to work together.

**RESOLVED:** Cabinet noted the report.

**489. CARE HOME CONTRACTS AND POOLED FUND REQUIREMENTS**

The Group Manager – Commissioning Contracts & Performance presented a report updating Cabinet on Local Authority responsibilities in respect of the commissioning of residential and nursing care home services, following the implementation of the Social Services and Wellbeing (Wales) Act 2014.

The report also sought approval to continue the waiver under Contract Procedure Rule 3.2.3, from the requirement to competitively tender the provision of residential and nursing care home services for a further one year period and to enter into new contracts with existing residential and nursing care providers, and enter into contracts with any new providers identified by the Local Authority, for a contract period of one year; to implement and make payments to care homes against a revised Care Home Standard Price Schedule for 2020/21 and to enter into a Pooled Fund Agreement and arrangements for older people's care home accommodation functions with Cwm Taf Morgannwg partners.

The Group Manager – Commissioning Contracts & Performance outlined the background and the current position with regard to care home contracts. He reported a correction to the report, paragraph 4.11 – “This initial engagement is being followed up with a final draft being circulated in February 2020” which should read “March 2020”. He explained the Care Home Price Schedule 2020/21, third party top-up additional costs charges and how BCBC's 2019-20 rates compared with national averages. He reported



on the requirement to establish and maintain a regional pooled fund in relation to the exercise of their care home accommodation functions for older people. He added that a draft pooled fund agreement based on the terms of the existing Cwm Taf arrangement had been prepared and was currently subject to review and agreement.

The Cabinet Member for Social Services and Early Help reported that this was a comprehensive report outlining what the authority delivered and where the authority sat in Wales. A cost pressure of £157k had to be met through existing resources and/or by making efficiencies elsewhere within the directorate. It was helpful to have pooled funding arrangements in place and with rising costs for nursing care provision, they had to identify what care was available above the 420 existing placements.

The Group Manager – Commissioning Contracts & Performance replied that they were in the process of reviewing placements and looking to work with additional care home providers.

The Cabinet Member for Wellbeing and Future Generations asked if there was already a pooled fund in Cwm Taf. The Group Manager – Commissioning Contracts & Performance explained that there was a pooled fund in place and the two other authorities were already in it. He had already attended some of the meetings so had a good idea of how it worked.

The Corporate Director Social Services and Wellbeing confirmed that there was a requirement across Wales for everyone to enter into a pooled arrangement. They had not entered into a pooled arrangement yet because they were in the process of moving to Cwm Taf.

The Deputy Leader asked if the list of existing residential and nursing care providers contained within the report, was a definitive list. The Group Manager – Commissioning Contracts & Performance replied that it was a list of accredited and contracted providers. If demand increased, they would look to enter into contracts if need dictated.

The Leader asked about a premium payment for providers who provided a higher level of care and the Funded Nursing Care (FNC) component. The Group Manager – Commissioning Contracts & Performance explained that a review was being undertaken by Welsh Government and then he outlined the way it was calculated and he confirmed that it had been budgeted for. He added that robust monitoring visits were in place and there were regular meetings with care providers. Systems were in place to escalate concerns including suspending admissions if necessary.

**RESOLVED:**

Cabinet:

- Gave approval to continue the waiver under Contract Procedure Rule 3.2.3, from the requirement to competitively tender the provision of residential and nursing care home services for a further one year period.
- Gave approval to enter into new contracts based on the agreed common contract and specification with existing residential and nursing care providers (Appendix 1), and to enter into contracts with any new providers identified by the Local Authority, for a contract period of one year.
- Noted that during that one year period Officers would monitor the effectiveness of the new regional contractual terms and conditions, liaise with existing accredited service providers and consider the viability of establishing an openly procured flexible framework of care home providers based on the terms and

conditions of the regional contract and specification for a longer term duration.

- Gave approval to implement and make payments to care homes against a revised Care Home Standard Price Schedule for the 2020/21 financial year – paragraph 4.22.
- Delegated authority to the Corporate Director for Social Services and Wellbeing, in consultation with the Section 151 Officer and Head of Legal and Regulatory Services, to negotiate and enter into a Pooled Fund Agreement and arrangements for older people's care home accommodation functions with regional (Cwm Taf Morgannwg) partners.

490. DEVELOPMENT OF STRATEGIC EQUALITY PLAN 2020-2024

The Consultation, Engagement and Equalities Manager presented the Council's Strategic Equality Plan 2020-2024 to Cabinet for approval. An error was identified in the report, bullet point 5 on page 73 of the agenda pack should read "we have recently consulted on proposals" not "in 2018/19 we consulted on proposals".

The Consultation, Engagement and Equalities Manager outlined the consultation and engagement exercise and advised that objectives had been set in line with the findings of EHRC "Is Wales Fairer?" report and public consultation. She outlined the 6 overarching objectives developed to reflect the views of residents and stakeholders from across the county borough. This formed the basis for the council's consultation exercise which began on 23 December 2019 and ended on 9 February 2020. In total the Council engaged with 220 residents and received 424 responses to the survey. The survey responses received and the feedback gained were used to support the final development of the equality objectives.

The Consultation, Engagement and Equalities Manager explained that a detailed action plan would be developed during May and June 2020 outlining the specific tasks and actions to be undertaken over the next 4 years and would be outcome focussed. The final action plan would be presented to Cabinet Equalities Committee for Approval in July 2020.

The Cabinet Member for Wellbeing and Future Generations stated that this document had a different feel to the one they inherited and she could see that a lot of work had been invested in it. The document also had synergies with Welsh Government objectives and was a lot clearer for members of the public to understand.

The Leader agreed that a lot of work had gone into the development of the document and more importantly, the action plan. He asked how the values, objectives and vision would be implemented. The Consultation, Engagement and Equalities Manager explained that the final action plan would provide this detail. CMB would have a role in monitoring the impact.

The Consultation, Engagement and Equalities Manager added officers had to challenge themselves and be inspirational when considering reporting and monitoring processes and this was reflected in the action plan.

The Leader stated that he was keen for the authority to explore the "Show Racism the Red Card" with young people because this continued to be an increasing problem. The Consultation, Engagement and Equalities Manager replied that a commitment had been made to continue to work with schools and to enable school based staff to offer training to make it more sustainable.

The Chief Executive explained that a request had been made for an Executive Summary and that could add value and make the document more accessible. Members discussed the documents created by other authorities and the importance of focusing on actions. The Leader suggested that work around refugees, the opening of the Learning Resource Centre and the commitment to develop welsh medium childcare be added to the document.

**RESOLVED:** Cabinet approved and adopted the authority's Strategic Equality Plan 2020-2024.

491. **SCHOOLS ADMISSIONS POLICY 2021-2022**

The Corporate Director – Education and Family Support presented the Schools Admissions Policy 2021-2022 for Cabinet approval. He explained that the Code included practical guidance and imposed requirements on local authorities and admission authorities regarding the discharge of duties in respect of school admissions. The local authority was required to annually publish an admission policy and guidance on admission arrangements for its schools.

The Corporate Director – Education and Family Support explained that the consultation period for the 2021-2022 policy was 20 January 2020 to 17 February 2020 and that no representations were received from stakeholders.

The Cabinet Member for Education and Regeneration explained that there were no material changes to the policy however this document presented the information more clearly in particular the criteria and key messages.

The Leader added that a parent should not assume that their child would automatically be offered a place at each stage of their education and that an application had to be made. He referred to the section on “Children of serving UK service personnel and other serving Crown Servants (Including diplomats)” and the excepted status for infant class size limits and asked if this group was prioritised in the oversubscription criteria. The Corporate Director – Education and Family Support replied that it was not and that the oversubscription criteria was in a common format compliant with the code.

The Leader asked the Corporate Director – Education and Family Support if the local AM's and MP's had been consulted on the Code. He replied that they had had the opportunity to respond to the consultation online.

The Deputy Leader asked how the school catchment areas were defined. The Corporate Director – Education and Family Support replied that they were mainly historic and that subject to a forthcoming decision regarding home to school transport, they could look to revisit or change the policy in the future. They had to reflect geographical constraints, convenience for parents, safe walking routes and transport. The only changes to catchment areas in recent times had been following the completion of a new school or a policy change.

**RESOLVED:** Cabinet approved the Schools Admission Policy 2021- 2022.

492. **RENEWAL OF INSURANCE COVER**

The Chief Executive presented a report informing Cabinet of the result of the retender exercise for the Motor, Fidelity Guarantee, Computer, Engineering Inspection, Personal Accident & Travel, and the School Journey policies and seeking Cabinet approval to authorise Marsh UK Limited as the council's appointed insurance broker, to accept cover for the full range of policies on behalf of the Council.

The Chief Executive explained that whilst the Council's insurance cover was subject to long term agreements with providers, the Council was required each year to agree annual premiums and associated claims handling costs for each policy in accordance with those agreements. The policies detailed above were subject to long term agreements due to expire on 30 March 2020. A retender exercise had therefore been carried out for these policies via the National Procurement Service Insurance Services Dynamic Purchasing System.

The Deputy Leader stated that he had noted that there had been some "eye watering" increases such as the 72% increase for Personal Accident and Travel however this was the most competitive tender that was available.

RESOLVED: Cabinet approved the acceptance of the quotations in paragraphs 4.1 and 4.3 and the renewal of the insurance programme through Marsh UK Limited as the Council's appointed Insurance Broker.

493. INFORMATION REPORT FOR NOTING

The Chief Officer – Legal, HR & Regulatory Services presented a report to inform Cabinet of the information report for noting which had been published since its last scheduled meeting.

The Leader commended all three schools on the judgements made following the recent inspections; Tondu Primary School, Archbishop McGrath Catholic High School and Coety Primary School.

RESOLVED: That Cabinet noted the report.

494. 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 contained exempt information as defined in Paragraph 14 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Act.

Following the application of the public interest test it was resolved that pursuant to the Act referred to above, to consider the following item in private, with the public excluded from the meeting, as it was considered that in all circumstances relating to the item, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, because the information would be prejudicial to the applicants so mentioned.

495. ESTABLISHMENT OF A FRAMEWORK AGREEMENT FOR THE PROVISION OF SUPPORTED LIVING SERVICES

496. URGENT ITEMS

The meeting closed at 16:40

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

### REPORT OF THE CHIEF EXECUTIVE

#### RECOVERY PLANNING FROM THE IMPACT OF COVID-19

##### 1. Purpose of report

- 1.1 The purpose of this report is to outline and seek approval for a proposed approach to recovery planning from the COVID-19 pandemic and update Cabinet on the proposed cross-party Recovery Panel, the details of which will be reported and agreed at the next Corporate Overview and Scrutiny Committee, and which will help shape, inform and advise Cabinet on the Council's response and recovery plan.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objective/objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
2. **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 In response to the global COVID-19 pandemic on 23<sup>rd</sup> March the UK Government imposed a nationwide lockdown in an effort to help minimise the spread of coronavirus. The majority of businesses were required to close and others were required to change their working practice, such as sending staff to work from home, putting in place sanitation and improved hygiene facilities, and introducing social distancing measures.
- 3.2 The Council has undergone significant change over the last three months, often responding urgently to changing circumstances, guidance and regulation. New

services have been created, some services stopped, staff redeployed and new working practices put in place including enabling those that can work from home to do so. The focus throughout the last three months has been on the delivery of essential services, in particular those for the most vulnerable in our communities, and seeking to prevent the spread of the virus to save lives. This has required that we have had to adapt service delivery on a scale and at a pace that is unprecedented. Many of the changes will need to endure beyond this phase of the crisis and potentially become part of the 'new normal' for the Council moving forward.

- 3.3 The speed and severity of the changes to the way in which we could do business required that emergency governance arrangements were put in place in line with the Council's constitution and scheme of delegation, to allow the Leader and Chief Executive the agility to respond appropriately to urgent, and often critical matters. An emergency Cabinet/Corporate Management Board (CCMB) 'Gold' command meeting was established on a daily basis. This has gradually been stepped down over recent weeks, initially to a twice a week meeting, then to a weekly meeting, and it is anticipated that it will be replaced by 'business as usual' meetings shortly as the lockdown continues to be eased. These meetings were informed by Daily Situation Reports (DSR's) and latterly Weekly Situation Reports (WSR's) from each Directorate setting out key issues and risks and matters for decision. The notes from each meeting and an action log was prepared and retained to ensure proper recording of the decisions that were made, and the context that prevailed at that time. The weekly formal decisions have been circulated throughout this period to Group Leaders and Scrutiny Chairs. In addition the Leader of the Council provided a daily update telephone call to the Leader of the largest non administration group (Independent Alliance) and weekly meetings with all of the political group leaders have been held throughout the crisis with the Leader and Chief Executive of the Council, to ensure that elected members were kept as informed and involved as possible in the extraordinary circumstances.
- 3.4 In addition, at various frequencies there have been regular meetings of the Leaders and Chief Executives across Wales, together with the Welsh Local Government Association (WLGA) and often with Welsh Government Ministers. Similar meetings have happened across professional disciplines including for Section 151 officers, Monitoring Officers, Directors of Social Services and Directors of Education. Furthermore, regular meetings have been established at all levels with the Cwm Taf Morgannwg University Health Board as part of their Gold and Silver command structure, as well as a weekly meeting with the Chair and Chief Executive of the Health Board. These meetings have then been replicated throughout the management teams of all of the Council's Directorates and in the case of Education on a 'Team Bridgend' basis with our Headteachers. Importantly, regular meetings have also been held with trade union representatives.
- 3.5 The response from all of the Council's staff has been exceptional throughout this period, particularly in view of the many significant challenges that we have faced. Many have gone above and beyond what could ordinarily be expected, in order to ensure we continue to deliver essential services effectively. In Social Services, essential front line services continued to be delivered but in different ways and a strong working relationship with BAVO and the third sector was developed and enhanced. Social care, Bavo and the customer contact centre worked together to provide support to shielded individuals. Emergency child care provision was provided in our hubs for children of key workers. These hubs were staffed by school staff who

also continued to provide online provision for all pupils. The catering service had to quickly plan and arrange delivery of free school meals. Both in-house and independent residential care have been at the forefront of caring for vulnerable people and have also directly supported and provided care for people who have contracted the virus. Domiciliary care has continued to provide personal care and support for individuals who live in their own homes in the community. The service has also had to embrace the use of Personal Protective Equipment (PPE) which had previously been under estimated within the care home and domiciliary care sector but will most definitely be part of their everyday future. However, outstanding support has also been apparent in less visible services, for example, in responding rapidly to the distribution of grants to support local businesses in our finance teams, in our customer care, communications and information technology teams, and also in waste and cleaner streets, registrars, cemetery and crematoria, economic development and regeneration, housing, cleaning, property, planning, transport, legal, procurement and shared regulatory service teams. The Council has sought to acknowledge the efforts of all of these teams, including a campaign to celebrate the work of 'unsung heroes' throughout the pandemic.

3.6 The 'One Council' approach has been very apparent over the last three months in the way that every Directorate and service area has supported each other, and also in the way there has been widespread, cross party political support for the measures the Council has had to undertake. This is without doubt one of the reasons for the relative success the Council has had in ensuring continued and effective service delivery for our most vulnerable individuals and communities and minimising the impact of the virus locally.

3.7 As we gradually move out of lockdown and the restrictions there are additional challenges that need to be addressed. Some are highlighted below:

- Enhanced support for homeless individuals to protect them the impact of the virus.
- Support for local businesses both in terms of financial support and preparation for when lockdown restrictions have been removed.
- Delivery of the Test, Trace and Protect programme which is crucial to the monitoring and tracking of any positive COVID-19 cases as lockdown measures are eased, to manage and avoid local spikes or a second peak of the virus. A relatively large number of staff are currently redeployed to support this activity.
- Support for staff wellbeing recognising the anxiety some staff will undoubtedly feel about a gradual return to 'normal' working arrangements and that the circumstances of the last three months will have been difficult for many.
- Preparation for the restart and return of many services as set out in the paragraphs below. However, also recognising that we need to embrace and nurture some of the positive changes and new ways of working that have been successful over recent months and that a return to delivering services in exactly the same way as pre COVID-19 may not be desirable or effective.
- Continued preparation for any organisational response to a second wave or spike of the virus locally. This includes at a practical level, for example, stock piling some Personal Protective Equipment [PPE] but also seeking to learn lessons from the experiences of the last three months. Review exercises are being carried out in Directorates to ensure the appropriate learning is taken on board.

#### 4. Current situation/proposal

- 4.1 Over recent weeks announcements from the Welsh Government have signalled a gradual easing of the lockdown that had been imposed. This has meant that the Council has had to prepare to restart and adapt a wide range of Council services in the context of extended stringent social distancing requirements. It is proposed that a planning framework setting out how, and ideally when, services can restart, recover and renew will be used. This report is not intended to set out a detailed corporate strategy, those details will emerge as part of individual service plans, and also as part of a review and resetting of the Corporate Plan and medium term financial strategy, to review and reprioritise and reset the Council's priorities and investments as necessary, in the light of the impact of the pandemic. It will also inevitably be guided by the speed and nature of any further easing of lockdown and associated government announcements. It will however provide a summary of the current situation.
- 4.2 **Restart:** this predominantly relates to actions that must be undertaken with immediate effect to restart services.
- 4.2.1 Most obviously and immediately detailed planning has had to be finalised for the reopening of schools from 29<sup>th</sup> June to 'check in, catch up and prepare' that will allow each pupil to have two full days of return to school before the end of the current term. In view of the urgency of this requirement and insufficient time to arrange pre decision scrutiny, a programme of engagement was undertaken rapidly, including a survey of parents and a briefing session for all elected members on 11<sup>th</sup> June, to allow input into the planning. The complexity of arranging not just the safe reopening of schools but also the related issues of school transport and catering, for example, will have been clear to those that attended the briefing session and read the detailed plans produced by the Corporate Director of Education and Family Support. Further detailed planning will be necessary to accommodate the anticipated return for all pupils to school in September and those plans are likely to be reported to Cabinet in due course. In addition the plans to continue the provision of free school meals during the summer holidays are well advanced as again time does not allow the usual engagement considerations.
- 4.2.2 A Local Economic Recovery Plan (LERP), subject to a separate and detailed report on this Cabinet agenda, has also been developed to make proposals and recommendations on how the Council can continue to support and invest in local economic recovery, recognising that economic resilience and supporting a successful and sustainable economy will become of even greater importance in view of the projected long and deep recession, including increased levels of unemployment and in those claiming benefits locally. As part of that plan immediate 'restart' actions have had to be agreed and undertaken in response to the reopening of non essential retail stores and the indoor market, and particularly with regard to the impact of that in town centres and the need to ensure and maintain social distancing. The Council is working with relevant partners to develop a range of measures and financial support mechanisms that will promote the safe restart and reopening of retail and food and drink businesses, and in addition has extended free use of its town centre car parks until the end of July to allow a proper period to assess the most effective interventions it can make to support local business. Again the speed at which we have had to respond and develop these initial plans has meant that normal processes of



engagement and scrutiny have not been possible but there will be an opportunity to shape and inform the longer term plans for 'recovery' over the coming months.

4.2.3 Other services have gradually returned over recent weeks, including reopening the bus station in Bridgend and the Community Recycling Centres, the provision of click and collect book services at firstly Pyle Library and Aberkenfig Library, and the reopening of the Rest Bay car park, together with the road to the beach and the coastal path boardwalk, together with the return of the RNLI lifeguarding service. With further easing of the lockdown to support the visitor economy anticipated soon, detailed planning is underway to respond to the restart of other activities and services in our tourist attraction areas. Similarly, as Welsh Government allows specific other activities to occur and potentially remove the five mile travel restriction we will need to respond rapidly as required to restart other services, such as some outdoor sports and recreation. The timing and nature of all of these announcements means that the Council will need to respond very quickly and in an agile way as required.

4.2.4 Finally a gradual return to a programme of Council meetings has been agreed on a 'virtual' basis. A Development Control committee has already taken place in early June and further meetings of that committee, the Audit Committee, Scrutiny Committee and full Council have been scheduled. While it is not possible to yet return to a full and normal programme of meetings as resources have been deployed elsewhere, and the priority remains the delivery of essential services, it is important for democratic accountability that more opportunity is provided in a proportionate way for elected member involvement and scrutiny.

#### 4.3 **Recover:**

The recovery phase of the planning framework requires a strategic response to support the Council to emerge from the crisis and is likely to be focussed on the next twelve to eighteen months.

4.3.1 Each service area will be asked to analyse their current service delivery model, identify what has worked well since lockdown, what additional challenges, risks and costs have emerged, and how they propose service delivery could best be adapted to respond to the crisis and accelerate recovery. All responses are expected by 31<sup>st</sup> July to inform a review of the existing and agreed Corporate Plan and Medium Term Financial Strategy. If necessary Cabinet will be asked to approve and reset or reprioritise investment that is required to support our recovery from the pandemic.

4.3.2 Some key recovery priorities to consider are likely to be:

1. Reopening Schools in September.
2. Responding to the economic crisis (see separate paper on a proposed Local Economic Recovery Plan (LERP)).
3. Future sustainability of culture and leisure venues (and sector).
4. Safe streets, active travel and public transport.
5. Homelessness: provision and services post lockdown.
6. Supporting the most vulnerable, and those who care for them, including nurturing the excellent relationship with the Third Sector and developing and enhancing community resilience.
7. Stopping the spread and return of the virus: Health and Safety; provision of a stockpile of Personal Protective Equipment (PPE); ongoing Contact Tracing
8. Waste: Returning all services safely.
9. Reopening and enhancing community Hubs and Libraries.

10. Digital services: Opportunities and Risks, for example increased public appetite for digital services but also risk of digital cyber fraud.

4.3.3 In addition based on some other reflections and learning since lockdown, including significant staff feedback to a request to inform and shape the 'new normal', the following are key factors for consideration.

- Key role of the Corporate Health and Safety Team.
- Home working prevalence and success.
- ICT success to keep us operating – our huge dependency is clear.
- Reliance on HR Management Information / stability of employee relations (trade union engagement).
- Some projects stopped/delayed (but some also accelerated e.g. ICT / Skype).
- Change in customer requirements/channels.
- Support to the most vulnerable, the need for 24/7 services.
- Financial processes adapted.
- Increased individual officer accountability from new ways of working.
- Excellent cross departmental working and enhanced 'One Council' approach.

4.3.4 In addition the following opportunities and risks will need to be explored fully including:

- Health and safety requirements and lead-in times
- Opportunities to change the way we work
  - Does come with risks but need to keep the positive culture change post lock down
- Employment practices that allow joint working across organisations
- Impact of social distancing on service operations – e.g. greater demand from customer for digital response
- Supply chain issues and procurement challenges – will all suppliers make it through?
- Finance support/exit strategies.
- Reprioritisation of financial resources out of lock down.
- Will there be an even greater emphasis on living wage initiatives and support?
- Emergency management role as restrictions phased out.
- Procurement challenges.
- Support services adapt to new operating models.
- Some services see income recovery starting e.g. car parking.
- Adaptation of HR policies to support new ways of working.
- Service metrics/measurement key e.g. sickness and budget management.
- Regularise Home Working and requirements.
- Increased demand for digital solutions.
- Business as usual processes are supported.
- Labour market opportunities (and our role in stimulus) e.g. additional apprentices.

#### 4.3.5 **Resetting the financials**

It is clear that the financial challenges of all of this are significant:

- Significant additional cost pressures and loss of service income resulting from COVID-19.

- Currently unknown challenges such as reduced council tax income, in addition to pressure to fund increased council tax support.
- Cash flow issues due to the need to claim from Welsh Government in arrears, and the impact of this on our investment and borrowing strategies.
- A funding mechanism is in place from Welsh Government but funding is only agreed until the end of June at this stage and not all is claimable.
- No agreed funding mechanism for loss of income at present, although £78 million of funding was agreed in the Welsh Government Supplementary Budget.

This will require:

- Reset of the 2020-21 Budget and 2021-22 Budget Strategy to be set in the context of a 'Recover' and 'Renew' focus, with both revenue and capital implications, reprioritisation of existing Council finances, and strategic interventions for key/priority service areas.
- Testing the assumptions in our MTFS and realigning where necessary.
- Review of our Treasury Management Strategy and changes made to borrowing and investment strategies where appropriate.
- Challenge to our Financial Sustainability – review of earmarked reserves and balances.

4.3.6 Recovery planning must align with the review of the budget strategy/MTFS including the provision of one-off emergency support during the crisis to support key services; to more targeted investment during the recovery period to kick-start particular priority areas; and making conscious decisions to realign funding on a permanent basis, and invest appropriately, as we move to a steady state.

#### 4.4 **Renew – A New Normal**

Developing a strategy for the 'new normal' and a new operating model for the Council for the next five to ten years will be the key task for the 'Renew' phase and will need to be gradually developed over the next eighteen months.

4.4.1 Key features it will include are likely to be;

- Prominence of agile working – shift in culture and future office space requirements.
- Increased focus on digital solutions.
- Repurposed town centres agenda and Council's role in place making.
- Policies, structure and culture to support new ways of working.
- Ongoing and potentially additional funding requirements to support the new normal, potentially difficult given the economic picture.
- Role of regional and national partnerships reassessed.
- Will status/role of local government itself change.
- Community leadership role to support SMEs, the third sector and develop greater co-production of service solutions with local communities.

4.4.2 The above sections have identified the Council's framework to respond to COVID-19 based on initial and immediate actions to restart some Council services that had diminished or ceased during lockdown. Then to plan and implement a recovery phase over the next 12-18 months and properly assess the necessary actions to ensure a sustainable and effective operating model for the Council post COVID-19. Finally in the renew phase to begin to develop a longer-term strategy for the Council based on the 'new normal', embracing some of the changes that have been accelerated by the

pandemic but also acknowledging and recognising some of the key challenges identified in the paper for future service delivery.

4.5 In conclusion the following summary is pertinent:

- Council has undergone significant change over a three-month period.
- New services have been created, some services stopped, staff redeployed, new working practices in place - many changes will need to endure beyond this phase of the crisis.
- Some new services will be created, some services will need to be enhanced, others reduced or stopped.
- Return of business as usual will include the release of 'suppressed demand' across many services.
- Partnership working at a deeper level than ever before - needs to be maintained.
- Council will need to be agile and able to move quickly as the crisis continues, while maintaining good governance and decision making.
- Council will need to (re-)prioritise what is important, and adapt operations and budget.

All of this, in what's likely to be a challenging financial climate.

4.6 The next steps to maintain the momentum are as follows:

- Restart:
  - Immediate response to the critical issues/priorities identified in the report.
  - Operational planning to move from essential services model now being completed - anticipation of further reviews of lockdown regulations by Welsh Government.
- Recover:
  - establish a Recovery Panel at the next Corporate Overview and Scrutiny committee to help shape, inform and advise on the Council's recovery planning.
  - Develop an Integrated recovery report based on the service area returns due by the end of July 2020.
  - Develop an amended Budget Strategy and MTFs, and repurposed and readjusted 2020/21 Corporate plan and corporate risk assessment by September 2020 based on the above information.
- Renew
  - Work to commence an engagement programme with partners, members, staff and citizens over the summer and autumn, and assess the proposed Community Impact Assessment to be carried out by the Public Services Board (PSB).
  - Begin to develop a new policy framework and new corporate plan based on what we think the new normal will need to look like for the Council to deliver sustainable and effective services for the next 5-10 years.

## **5. Effect upon policy framework and procedure rules**

5.1 None directly as a result of this report. Where individual decisions arise from the recovery planning process they will be taken in consideration of the policy framework.

## 6. Equality Impact Assessment

- 6.1 Equality Impact Assessments will be completed where necessary as part of the recovery planning process.

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

- 7.1 The Well-being and Future Generations (Wales) Act 2015, requires an assessment and a summary of the implications relating to the five ways of working set out in the Act. In this case the intention of the report is to set out the Council's overall planning framework and approach to recovery with separate detailed recovery plans to be produced by individual service areas as necessary. For example, the plans to re-open schools and to promote local economic recovery.  
An overall summary of our approach, that is consistent with the requirements of the Act, is set out below:
- 7.2 **Long Term** - The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs. The proposed approach of 'restart, recover and renew', has been identified taking account of the need to both seek to implement immediate measures to restart some elements of the Council's business, but also to plan for a long term sustainable future, recognising the potential long term challenges and impacts that COVID-19 will continue to have on all aspects of the Council's business.
- 7.3 **Prevention** - How acting to prevent problems occurring or getting worse may help public bodies meet their objectives. A great deal of work has already been undertaken by the Council and its partners in relation to the impacts of the coronavirus outbreak. Preventative action will be taken where the need arises to ensure readiness for any future local spike or second peak of the virus.
- 7.4 **Integration** - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies. The proposed framework and broad recovery planning approach will ensure an integrated approach to all matters directed at supporting the County Borough through the current situation and into the future. This will include reviewing the existing objectives in the Corporate Plan and reviewing and potentially re-purposing the approved medium term financial strategy for this year based on revised priorities to aid recovery.
- 7.5 **Collaboration** - Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives. The Council's approach to recovery planning will take place in a coordinated and coherent way, involving all Council Directorates and in partnership with key stakeholders, including the Public Services Board who intend carrying out a community impact assessment to inform our plans.
- 7.6 **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. The detailed recovery plans that will be developed for some service areas as part of the recovery planning process, in order to be successful will require the involvement of key stakeholders. For example as necessary, elected members

from across the political spectrum, staff, business representatives, school and governing body representatives, trade unions, health representatives, and third sector representatives. A programme of engagement, and where appropriate co-production, specific to each area of recovery will need to be formulated, including appropriate and proportionate engagement with the public, but also recognising the pace with which responses are having to be made as 'lockdown' is eased further and a 'new normal' begins to emerge.

## **8. Financial implications**

- 8.1 The substantial financial challenges the Council faces from the unprecedented impact of COVID-19 have been highlighted in the report. These include significant additional costs and loss of income over the first quarter of the 2020-21 financial year, with the likelihood of this continuing into the second quarter and beyond. Also unclear at this stage is the extent to which future funding and support from both the UK and Welsh Government will be available and what levels of our financial loss we will be able to claim.
- 8.2 In order to properly assess the revenue and capital budget implications a full review of the current medium term financial strategy is being undertaken with a view to potentially resetting and reprioritising the Council's finances where appropriate, to respond to the crisis and invest in and promote recovery.
- 8.3 The financial sustainability challenge is two-fold, both responding to the immediate pressures on the budget in this financial year, some of which are one-off costs which can potentially be dealt with by use of earmarked reserves, but also recognising some of the longer term financial implications for future MTFs planning for 2021-22 and beyond, where some additional costs may be recurring and the impact of a projected long and deep recession will need to be factored in.
- 8.4 The Council has been submitting monthly expenditure claims to Welsh Government since April and to date has claimed for £2.912 million of additional expenditure. Of this, only £892,000 has been reimbursed to date, and no funding has yet been identified for other costs arising from the pandemic which the Council is incurring such as the 'Test, Trace, Protect' scheme. Alongside additional expenditure, the Council is also experiencing a reduction in income for some services, for example from car parking and school meals. An initial estimate of this was in the region of £700,000 per month, around £2.2 million for the first quarter. A claim will shortly be submitted to Welsh Government for the first quarter, but there are no indications yet as to what level of funding is likely to be granted.
- 8.5 In addition to lost income from service provision, the Council is also likely to see a reduction in council tax income over the year, as more families have suffered financial hardship through the pandemic. A number of measures were put in place to support those facing difficulty in paying their council tax, but it is estimated that there is still likely to be a lower collection rate than normal. A 1% reduction in our council tax income collection rate could result in an additional pressure for the Council of around £1 million. Alongside this the impact of a significant increase in claims for universal credit is manifesting itself in an increase in eligibility for council tax reduction, and the additional cost of this could be between £500,000 to £1 million over the financial year. No additional funding has yet been identified for either reduced council tax income or increased council tax support.

## **9. Recommendations**

- 9.1 To note and approve the proposed approach set out in the body of the report to respond to the COVID-19 pandemic and allow the Council to re-start, recover and renew its service provision.
- 9.2 To note the establishment of a cross party, elected member, Recovery Panel to help shape, inform, and advise Cabinet on the Council's recovery planning. The Corporate Overview and Scrutiny on 13<sup>th</sup> July will receive a report proposing the details of who should participate on the panel and its terms of reference.

Mark Shephard  
Chief Executive  
June 2020

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

## REPORT OF THE INTERIM CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

### REVENUE BUDGET OUTTURN 2019-20

#### 1.0 Purpose of report

1.1 The purpose of this report is to provide Cabinet with an update on the Council's revenue financial performance for the year ended 31st March 2020.

#### 2.0 Connections to corporate well-being objectives / other corporate priorities

2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great 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 borough.
2. **Helping people and communities to be more healthy and resilient** – taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensuring that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help deliver the Council's well-being objectives.

2.2 The allocation of budget determines the extent to which the Council's well-being objectives can be delivered.

#### 3.0 Background

3.1 On 20th February 2019, Council approved a net revenue budget of £270.809 million for 2019-20. 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 31st March 2020

4.1.1 The Council's net revenue budget and final outturn for 2019-20 is shown in Table 1 below.

**Table 1- Comparison of budget against actual outturn at 31st March 2020**

Directorate/Budget Area	Original Budget 2019-20 £'000	Current Budget 2019-20 £'000	Final Outturn Q4 2019-20 £'000	Final Over / (Under) Spend 2019-20 £'000	Projected Over / (Under) Spend Qtr 3 2019-20 £'000
<b>Directorate</b>					
Education and Family Support	116,208	114,843	114,953	110	560
Social Services and Wellbeing	70,834	71,587	71,650	63	685
Communities	25,331	26,284	25,853	(431)	(182)
Chief Executive's	18,609	18,622	17,115	(1,507)	(978)
<b>Total Directorate Budgets</b>	<b>230,982</b>	<b>231,336</b>	<b>229,571</b>	<b>(1,765)</b>	<b>85</b>
<b>Council Wide Budgets</b>					
Capital Financing	7,430	7,329	6,844	(485)	(563)
Levies	7,376	7,134	7,117	(17)	(17)
Apprenticeship Levy	700	700	625	(75)	(80)
Council Tax Reduction Scheme	14,854	14,854	14,589	(265)	(217)
Insurance Premiums	1,588	1,588	1,054	(534)	(249)
Repairs & Maintenance	870	548	278	(270)	0
Pension Related Costs	430	430	436	6	6
Other Corporate Budgets	6,579	6,890	840	(6,050)	(4,154)
<b>Total Council Wide Budgets</b>	<b>39,827</b>	<b>39,473</b>	<b>31,783</b>	<b>(7,690)</b>	<b>(5,274)</b>
<b>Accrued Council Tax Income</b>			<b>(1,502)</b>	<b>(1,502)</b>	<b>0</b>
<b>Appropriations to Earmarked Reserves</b>			<b>10,394</b>	<b>10,394</b>	<b>4,391</b>
<b>Transfer to Council Fund</b>			<b>563</b>	<b>563</b>	
<b>Total</b>	<b>270,809</b>	<b>270,809</b>	<b>270,809</b>	<b>0</b>	<b>(798)</b>

4.1.2 The overall outturn at 31st March 2020 is a net under spend of £563,000 which has been transferred to the Council Fund, bringing the total Fund balance to £9.339 million in line with Principle 9 of the Medium Term Financial Strategy (MTFS). Total Directorate budgets provided a net under spend of £1.765 million, and Council Wide budgets a net under spend of £7.690 million. These are offset by the requirement to provide new earmarked reserves for a range of new future risks and expenditure commitments to meet specific costs. The net position also takes into account accrued council tax income of £1.502 million during the financial year.

- 4.1.3 As mentioned in the report to Cabinet at quarter 3 the main reason for the under spend of £6.050 million on 'Other Corporate Budgets' is due to the Welsh Government advising local authorities of additional grant funding being made available during 2019-20 to meet the increased cost of teachers' pensions (£2,006,096), fire service pensions (£272,405), and teachers' pay increases (£343,701), all of which were originally funded in full through the MTFs. The announcement that these would all be funded came after the budget for 2019-20 was set and approved by Council. Council approved the strategy to fund the potential liabilities as there was no certainty that they would be funded. As a result of the eventual notification of funding from WG, a surplus was created and in June 2019 Council approved an 'Investing in Communities Fund' to be established with £2 million of this funding to support the capital minor works programme by enabling more capital improvement works to be undertaken on Council assets in our local communities. Other movements in earmarked reserves can be found in section 4.4. Given the significant funding required to meet pay, prices and pension costs in 2020-21, along with budget pressures arising as a result of the COVID-19 pandemic, any uncommitted funding in 2019-20 will be required to meet those pressures in the new financial year.
- 4.1.4 The under spend on Directorate net budgets for the year is a result of a number of factors including the late notification of additional grants, the maximisation of existing grants and other income, strict vacancy management and general efficiencies. Directorates drew down £1.789 million in-year from approved earmarked reserves to meet specific one-off pressures identified in previous years, including funding for transformation projects through the Change Fund, funding for capital projects, draw down of school balances, funding for demolition work and service specific one-off pressures. A detailed analysis of the more significant under and over spends is set out in section 4.3.
- 4.1.5 The position on directorate budgets has improved since quarter 3, with the projected over spend reducing by £1.850 million. This is an important change in estimates and is due to maximisation of grant funding within the Social Services and Wellbeing Directorate (£759,000), improved projections on Section 38 fees (fees charged to developers relating to assessments and inspection of new street works) within the Communities Directorate, a higher than anticipated reimbursement of housing benefit subsidy for overpayments within the housing benefit subsidy claim and a delay in the upgrade of the telephony hardware funded by the Chief Executive's Directorate.
- 4.1.6 There have been no budget virements since the quarter 3 forecast was reported to Cabinet in January 2020. However, as part of the closing of accounts process, there have been a number of technical adjustments in respect of outstanding pay and price inflation and allocations of corporately held funding for feasibility work and revenue minor works in line with spend.
- 4.1.7 The under spend significantly masks the underlying budget pressures in some service budgets which were reported during the year and still persist. The main financial pressures are in the service areas of Looked After Children (LAC), Home to School Transport and Waste collection and disposal, where a number of historical budget reductions remain unrealised. These 3 alone have an underlying pressure of £2.013 million. It should be noted that these budget areas can be volatile and small changes in demand can result in relatively high

costs being incurred. As an example, we have incurred £318,000 in 2019-20 from just one case in children's services alone.

4.1.8 The under spend on Council Wide budgets has increased from quarter 3 as a result of lower than anticipated demand for price inflationary increases, delays in progressing minor capital works, lower funding required than anticipated during the last quarter for the implementation of Welsh Language Standards and an in-depth review of claims on the insurance database which resulted in the need for a lower provision to be made.

4.1.9 The net position also takes into account accrued council tax income of £1.502 million during the financial year. Council approved a new policy in relation to 'Council Tax – discretionary discount on empty properties and second homes' on the 20<sup>th</sup> February 2019. The report indicated that based on the number of properties that had been empty for longer than 6 months (1,244), it was estimated at the time that by removing the 50% discount an additional £933,000 in Council Tax could be raised in 2019-20, based on an average Band D council tax charge of approximately £1,500 and 100% collection. There were 1,386 actual empty properties as at the 1<sup>st</sup> April 2019, but only 520 are still empty and are now liable for a full charge. The remainder of the properties have become occupied, so a combination of the removal of the discount and our Empty Property Strategy has delivered a significant impact. This is one of the main reasons for the accrued council tax income, however extra properties built in 2019-20 has also contributed to the accrued council tax income - property totals increased from 64,503 at 31st March 2019 to 64,995 at 31st March 2020.

4.1.10 The net budget for the financial year was set assuming full implementation of the current year budget reduction requirements across the Council's budget, which amount to £7.621 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. These are set out in 4.2.4.

## **4.2 Monitoring of Budget Reduction Proposals**

### **Prior Year Budget Reductions**

4.2.1 As outlined in previous monitoring reports during the year, there were still £2.342 million of outstanding prior year budget reduction proposals that had not been met in full. Directors have been working to realise these savings during the 2019-20 financial year. A summary of the latest position is attached as Appendix 1 with a summary per directorate provided in Table 2. Of the 2.342 million of prior year budget proposals outstanding, £1.883 million has been realised, leaving a balance of £459,000.

**Table 2 – Outstanding Prior Year Budget Reductions**

	<b>Total Budget Reductions Required</b>	<b>Total Budget Reductions Achieved</b>	<b>Shortfall</b>
<b>DIRECTORATE /BUDGET REDUCTION AREA</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Education and Family Support	222	20	202
Social Services and Wellbeing	918	761	157
Communities	1,202	1,102	100
<b>TOTAL</b>	<b>2,342</b>	<b>1,883</b>	<b>459</b>

4.2.2 Proposals still not achieved include:

- Learner Transport Policy and Transport Route efficiencies (£202,000) – Independent Review of transport and outcome of Consultation exercise undertaken between October 2019 and January 2020 due to be presented to Cabinet shortly.
- Increase in-house fostering provision (£157,000) – saving proposal has been profiled over two financial years with the shortfall set to be achieved in 2020-21.
- Permitting Scheme for Road Works (£100,000) due to delays in approval process with Welsh Government.

All outstanding proposals will continue to be monitored during 2020-21.

4.2.3 As outlined in the MTFS reports to Cabinet and Council, MTFS Principle 7 states that *“Savings proposals are fully developed and include realistic delivery timescales prior to inclusion in the annual budget. An MTFS Budget Reduction Contingency Reserve will be maintained to mitigate against unforeseen delays”*. A Budget Reduction Contingency was established in 2016-17. This reserve has been used to meet specific budget reduction proposals in previous years on a one-off basis pending alternative measures. Following agreement with the S151 Officer, it has been used in 2019-20 to mitigate the on-going shortfall on the following budget reductions proposals:

<b>MTFS Reference</b>	<b>Original Saving Proposal £'000</b>	<b>Funding from MTFS Budget Reduction Contingency Reserve £'000</b>
COM 52 - MREC	1,300	500
EFS 1 – Learner Transport Policy (17-18)	20	20
EFS 2 – School Transport Route Efficiencies (17-18)	40	40
EFS 1 – Learner Transport Policy (18-19)	67	67
EFS 1 – Learner Transport Policy (19-20)	67	67
<b>TOTAL</b>	<b>1,494</b>	<b>694</b>

### **Budget Reductions 2019-20**

4.2.4 The budget approved for 2019-20 included budget reduction proposals totalling £7.621 million, which is broken down in Appendix 2 and summarised in Table 3 below. The end of year position is a shortfall on the savings target of £806,000, or 10.6% of the overall reduction target. This figure is an improvement on that reported at quarter 3.

**Table 3 – Monitoring of Budget Reductions 2019-20**

	<b>Total Budget Reductions Required</b>	<b>Total Budget Reductions Achieved</b>	<b>Shortfall</b>
<b>DIRECTORATE /BUDGET REDUCTION AREA</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Education and Family Support	596	529	67
Schools	0	0	0
Social Services and Wellbeing	1,235	1,175	60
Communities	1,938	1,273	665
Chief Executive's	1,464	1,450	14
Council Wide Budgets	2,388	2,388	0
<b>TOTAL</b>	<b>7,621</b>	<b>6,815</b>	<b>806</b>

A comparison of the RAG status position against Quarter 3 is provided below:-

	2019-20		2019-20	
	Q 3		Q 4	
	£'000	%	£'000	%
<b>Green</b>	5,495	72%	5,814	76%
<b>Amber</b>	664	9%	1,630	22%
<b>Red</b>	1,462	19%	177	2%
<b>Total</b>	<b>7,621</b>	<b>100%</b>	<b>7,621</b>	<b>100%</b>

The main shift has been from reductions classed as red to amber between quarters 3 and 4.

- 4.2.5 The most significant budget reduction proposals not achieved, and the action required to achieve them in 2020-21 are outlined in Table 4 below. In the 2020-21 financial year these proposals must be realised or must be met through alternative budget reduction proposals in order to deliver a balanced budget position.

**Table 4 – Outstanding Budget Reductions 2019-20**

MTFS Ref	Budget Reduction Proposal	Shortfall £'000	Mitigating Action 2020-21
EFS 1	Phased Implementation of Learner Transport Policy	67	Cabinet due to consider the outcomes of public consultation with a view to making the identified efficiency savings.
SSW22	Library and Cultural Facilities	60	Savings have been agreed and incorporated into the contract for 2020-21.
COM20	Highways Department Management Structure	45	Restructure fully in place going into 2020-21 therefore full saving will be achieved.
COM44	Bridgend Bus Station	45	Budget re-alignment from Public Realm budget to be actioned to mitigate the shortfall in 2020-21.
COM46	Removal of budget for Subsidised Bus Routes	62	Consultation, reporting and challenge process resulted in a 7 month saving in 2019-20. Now fully implemented, therefore no shortfall going into 2020-21.
COM52	Reduction to the budget for the MREC	475	This is an on-going shortfall against the saving target. Consideration will be given at Quarter 1 in 2020-21 for the funding of this shortfall through a permanent budget pressure.

### 4.3 Commentary on the financial position at 31st March 2020

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.

#### 4.3.1 Education and Family Support Directorate

The net budget for the Directorate for 2019-20 was £114.843 million and the actual outturn was £114.953 million, following draw down of £365,000 from earmarked reserves resulting in an over spend of £110,000. The most significant variances were:

<b>EDUCATION &amp; FAMILY SUPPORT DIRECTORATE</b>	<b>Net Budget</b>	<b>Actual Outturn</b>	<b>Actual Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Inclusion	2,430	2,708	278	11.4%
Foundation	1,001	928	(73)	-7.3%
Youth Service	451	282	(169)	-37.5%
Home to School Transport	5,468	6,242	774	14.2%
Strategic Management	356	269	(87)	-24.4%
Adult Learning	133	81	(52)	-39.1%
Integrated Working	1,488	1,195	(293)	-19.7%
Corporate Health & Safety	384	197	(187)	-48.7%

#### Schools' Delegated Budgets

Total funding delegated to schools in 2019-20 was £93.676 million.

The schools' delegated budget is reported as balanced in any one year as any under or over spend is automatically carried forward, in line with legislation, into the new financial year before being considered by the Corporate Director - Education and Family Support in line with the 'Guidance and Procedures on Managing Surplus School Balances'.

The year-end position for 2019-20 was:-

- Net overall school balances totalled £614,000 at the start of the financial year. During 2019-20 school balances decreased by £506,000 to £108,000 at the end of the financial year, representing 0.11% of the funding available.
- Out of a total of 59 schools, there are 28 schools (25 primary and 3 secondary) with deficit budgets and 8 schools (5 primary, 1 secondary, 2 special) with balances in excess of the statutory limits (£50,000 primary, £100,000 secondary and special schools) in line with the School Funding (Wales) Regulations 2010. These balances will be analysed by the Corporate Director – Education and Family Support, in line with the agreed 'Guidance and Procedures on Managing Surplus School Balances'.



- A summary of the position for each sector and overall is provided below:-

	<b>Balance brought forward</b>	<b>Funding allocated in 2019-20</b>	<b>Total Funding available</b>	<b>Actual Spend</b>	<b>Balance at year end</b>
	£'000	£'000	£'000	£'000	£'000
Primary	352	45,947	46,299	46,842	(543)
Secondary	(199)	44,011	43,812	43,720	92
Special	461	9,357	9,818	9,259	559
<b>Total</b>	<b>614</b>	<b>99,315</b>	<b>99,929</b>	<b>99,821</b>	<b>108</b>

It must be noted that there has been a significant improvement from the projected deficit position for schools of £1.09 million at quarter 3 due to the following reasons:-

- Additional funding distributed to schools to cover costs of increased numbers of free school meals during 2019-20 - £100,000.
- Additional in year funding provided for increase in pupil numbers for special schools - £240,000.
- Funding drawn down in final quarter under Welsh Government PDG and EIG grants - £187,000.
- Allocation of funding for schools from the Central South Consortium (CSC) for claims submitted in quarter 4 e.g. Cluster funding and Professional Learning Pioneer - £175,000.
- There have also been delays to timetables for building works at schools - £300,000. Whilst this improves the position of the overall schools balance at the year end, the value is committed spend that will take place in 2020-21.

Without the last minute additional allocation of funding from Welsh Government and CSC the overall schools' balance would have been a negative figure of £254,000.

### **Central Education and Family Support**

#### Inclusion

- The over spend of £278,000 primarily relates to a deficit in the recoupment budget. This is mainly due to the fact that there are currently only 20 out of county placements at Heronsbridge School and Ysgol Bryn Castell compared with 23 in the Summer Term 2019, impacting on the level of income received.

#### Foundation

- The under spend of £73,000 within the foundation service is primarily due to an under spend in Early years provision of £65,000 due to a temporary reduction in demand for nursery care. This is not anticipated to be a recurring saving.

#### Youth Service

- The under spend of £169,000 within Youth Services is due to new grant funding being received in year, subsequent recruitment delays and grant maximisation. The Youth Service are actively recruiting to fill, or have already filled the staffing vacancies, therefore this saving will not be recurring in 2020-21.

### Home to School Transport

- There is an over spend of £774,000 on Home to School Transport. There is still significant pressure on the home-to-school transport budget. Although a significant budget reduction of £1.794 million has been applied to the learner transport budget to support the MTFS since 2014-15, the change of policy approved by Cabinet in September 2015 has not delivered significant enough savings to support this large budget reduction. The 'in-receipt' and 'sibling rule' entitlement has meant that, year-on-year, the number of pupils the policy change applies to, is relatively small. As a result a contribution of £194,000 has been agreed by the S151 Officer from the MTFS Budget Contingency Reserve as outlined in paragraph 4.2.3.
- Several hundred pupils in both primary and secondary schools who are not eligible for free home-to-school transport have been identified as currently benefiting from it. There are significant savings possible if transport is removed from these pupils, as whole contracts can be cancelled. This can be achieved by providing one term's notice to pupils and parents and needs further consideration by Cabinet.
- As well as an increase in eligible learners, there is also significant pressure on transport providers with many not tendering for smaller contracts as they do not consider them to be profitable. Limited competition is increasing the costs associated with some contracts, especially where specialist vehicles are required e.g. those with tail-lifts. The requirement for specialist transport provision for pupils with additional learning needs (ALN) is increasing costs in general.
- A report was approved by Cabinet on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to achieve additional savings. Following the public consultation held between October 2019 and January 2020, a report is due to be considered shortly by Cabinet on the outcomes of the public consultation.
- At the start of the 2019-20 academic year a large number of contracts were handed back by transport providers after a competitive tender process. This left the local authority in a very difficult position, with the awarding of these contracts to other contractors at short notice. This increased the total value of the retendered contracts by approximately £100,000 annually.
- The Corporate Strategic Transport Review has identified opportunities for efficiency savings within the school transport budget and elsewhere across the local authority's transport services, and these will also be considered by Cabinet in due course.

### Strategic Management

- The under spend of £87,000 on Strategic Management is primarily due to staff vacancy management. The under spend is in preparation to support the £50,000 saving in the MTFS for 2020-21 against a review of staffing structures across the Education and Family Support Directorate.

### Adult Learning

- The £52,000 under spend against Adult learning is primarily due to staff vacancy management of £41,000 and a further £11,000 saving on delivery costs. Various recruitment exercises were actioned throughout 2019-20 in order to fill vacant posts and this is planned to continue in 2020-21, therefore the saving will not recur in 2020-21.

### Integrated Working

- The £293,000 under spend within the Integrated Working service is primarily due to maximisation of grant funding and is therefore not a recurring under spend for 2020-21.

### Corporate Health and Safety

- The £187,000 under spend within Health and Safety is due to staff vacancy management. There has been a recruitment drive after Council approved a budget pressure for the service in 2019-20 and it is anticipated that the posts will be filled in 2020-21 therefore this saving will not be recurring in 2020-21.

## 4.3.2 Social Services and Wellbeing Directorate

The net budget for the Directorate for 2019-20 was £71.587 million and the actual outturn was £71.650 million following draw down of £65,000 from earmarked reserves, resulting in an over spend of £63,000. As outlined in paragraph 4.1.5 the Directorate received additional grant funding of £759,000 in the last quarter of 2019-20. Without this additional grant funding there would have been an over spend of approximately £822,000. This funding is non-recurring and will therefore be a cost pressure for the Directorate in 2020-21. The most significant variances were:

<b>SOCIAL SERVICES AND WELLBEING DIRECTORATE</b>	<b>Net Budget</b>	<b>Actual Outturn</b>	<b>Actual Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Care for Older People	17,335	17,573	238	1.4%
Assessment and Care Management	5,022	4,352	(670)	-13.3%
Learning Disabilities Residential Care	1,930	2,174	244	12.6%
Learning Disabilities Day Opportunities	2,963	3,342	379	12.8%
Mental Health Supported & Other Accommodation	202	2	(200)	-99.0%
Children's Social Care	7,318	6,826	(492)	-6.7%
Children Looked After	11,557	12,461	904	7.8%
Sports, Play and Active Wellbeing	5,165	4,934	(231)	-4.5%
Centralised Team Budgets	3,443	3,239	(204)	-5.9%

### Care for Older People

- Care for Older People includes homes for older people, supported accommodation, independent domiciliary care services, local authority homecare services and the provision of direct payments. The net over spend of £238,000 is a combination of an over spend on the Direct Payments budget due to an increase in the number of cases (46 active cases at quarter 4 2019-20 compared with 35 at quarter 4 2018-19), offset by an under spend on the homecare budget primarily due to difficulties in recruiting to care posts and the implementation of a restructure. The restructure has been postponed due to the pandemic and the service will be reviewing this in 2020-21 in line with the review of the MTFs.

### Assessment and Care Management (ACMT)

- There is a under spend of £670,000 on all assessment and care management staffing budgets for adult social care, which includes £265,000 on assessment and care management for older people, £182,000 on ACMT for people with physical disabilities and 126,000 ACMT for people with mental health, arising mainly from

staff vacancies. Effective vacancy management and a number of interim posts throughout the year has enabled these cost savings to be achieved. Various recruitment exercises were actioned throughout 2019-20 in order to fill vacant posts, however the recruitment of Social Workers remains a challenge. Recruitment will continue into 2020-21 with a view to reviewing the remaining posts with regard to future MTFS savings.

#### Learning Disabilities Residential Care

- There is an over spend of £244,000 which relates mainly to the complexity of needs and resulting high cost, as well as increased placement numbers (29 at quarter 4 2019-20 compared with 23 placements at quarter 4 2018-19).

#### Learning Disabilities Day Opportunities

- There is an over spend of £379,000 mainly due to the cost of external day service provision. These costs are considerably less than 'one to one' care provision and this therefore reduces pressure on other service areas within the directorate.

#### Mental Health Supported & Other Accommodation

- There is an under spend of £200,000 which is due to a combination of staffing under spends as a result of a staff restructure (£155,000), maximisation of grant funding (Innovation grant - £15,000) and additional income (£30,000) from accommodation fees, housing benefit and rent within directly provided care services. Mental Health budgets will be reviewed in 2020-21 and realignment of budgets will take place across adult services.

#### Children's Social Care

- There is an overall under spend of £492,000 across Children's Social Care. This was partly due to a refund of £217,000 from the Regional Adoption Service due to their overall budget being under spent and the number of children from Bridgend placed in 2019-20 being proportionately lower than the previous year. There was also an under spend in Commissioning & Social Work of £128,000 which was primarily due to staff vacancy management. This is mainly due to difficulty in recruiting social workers, both permanent and agency (the latter when identified as necessary). Various recruitment exercises were undertaken throughout 2019-20 in order to fill vacant posts and this is planned to continue in 2020-21, therefore it is not anticipated that this saving will be recurring in 2020-21.

#### Looked After Children (LAC)

- There is a net over spend of £904,000 relating to Looked After Children.
- The implementation of a new model for residential services has required increased staffing due to the complexities/risky behaviours of the young people placed throughout the year (some of which have been court directed) as an alternative to being placed with independent providers out of county.
- There are 7 children in independent residential placements at the end of 2019-20 with the most recent admissions requiring specialist support and high staffing ratios (including secure children's home provision). The average throughout the year has been 9 placements. Some individual placements can cost around £300,000 per annum. The cost of independent placements (residential and fostering) is a considerable pressure on the budget and greatly contributes to the over spend.
- The average number of LAC this financial year is 384 (376 in 2018-19) at an average cost of £32,450 per child. A key piece of Bridgend's Looked After Children's strategy action plan is to increase the revocation of care orders for

children placed with relatives/ friends or parents, increase the number of care order discharges, and increase the use of alternative orders such as Special Guardianship Orders. The service will continue with the initiatives and actions incorporated in the LAC expectation plan in order to reduce the number of children placed in line with BCBC's corporate strategy during 2020-21.

#### Sports, Play and Active Wellbeing

- The under spend of £231,000 is primarily due to maximisation of grant funding (£90,000), in addition to funding from the Families First grant (£102,000) contributing towards Venture Out, Discovery Days and community centre services.

#### Centralised Team Budgets

- These budgets include the Director of Social Services, the monitoring and commissioning team, adult services protection, monitoring and admin team alongside training and health and safety budgets. An under spend of £204,000 is primarily due to staff vacancy management. The under spend will contribute to the required MTFs savings against staffing structures of £175,000 in 2020-21.

### 4.3.3 Communities Directorate

The net budget for the Directorate for 2019-20 was £26.1284 million and the actual outturn was £25.853 million, following draw down of £1.148 million from earmarked reserves, resulting in an under spend of £431,000. The most significant variances were:

<b>COMMUNITIES DIRECTORATE</b>	<b>Net Budget</b>	<b>Actual Outturn</b>	<b>Actual Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Regeneration	2,402	2,290	(112)	-4.7%
Waste Disposal	3,325	3,626	301	9.1%
Waste Collection	5,178	5,212	34	0.7%
Highways Services	2,746	2,431	(315)	-11.5%
Street Lighting	1,639	1,537	(102)	-6.2%
Engineering	49	-93	(142)	-289.8%
Parks and Playing Fields	2,142	2,184	42	2.0%
Fleet Services	52	179	127	244.2%
Parking Services	-336	-524	(188)	56.0%
Corporate Director - Communities	146	29	(117)	-80.1%

#### Regeneration

- The under spend of £112,000 is primarily due to staff vacancy management across a number of teams within the Regeneration department. Most of these departments are looking to recruit and fill these vacancies therefore the majority of the savings will not be recurring in 2020-21. However, part of this under spend is in preparation to support the £93,000 savings in the MTFs budget for 2020-21 for Regeneration services.

### Waste Disposal and Collection

- There is a combined over spend on the Waste Collection and Waste Disposal budget of £335,000. There has been an ongoing procurement exercise with Neath Port Talbot County Borough Council (NPTCBC) for the MREC facility. An agreement with NPTCBC for disposal costs has been made going forward until 2030 or until a regional facility comes on line.
- Whilst savings have been made in 2019-20 they are not at the level to achieve the MTFS savings. A contribution of £500,000 has been agreed by the S151 Officer from the MTFS Budget Reduction Contingency Reserve as outlined in paragraph 4.2.3 and consideration will be given at quarter 1 in 2020-21 for the funding of this shortfall through a permanent budget pressure.

### Highways Services

- The under spend of £315,000 within the Highways Services (DSO) is primarily due to members of staff working on, and hence charging their time to, the ongoing SALIX capital scheme to enable the replacement of street lighting with new energy efficient LED units. This is not a recurring saving as it is limited to the timeframe of the capital programme.

### Street Lighting

- The LED replacement programme has generated an under spend on energy consumption of £102,000 in 2019-20. This will be looked at as part of future MTFS proposals for the Communities Directorate.

### Engineering

- The under spend of £142,000 within Engineering Services is primarily due to an increase in the level of fee earning jobs (balance of EU/non EU funded projects and the differing chargeable rates allowed).

### Parks and Playing Fields

- The net over spend of £42,000 is primarily due to the decision that football and rugby clubs in BCBC would not have to pay the hire charges for using outdoor sports facilities for the 2019-20 season. This decision was made to take account of both the exceptional circumstances around the COVID-19 crisis and the continued commitment of sports clubs to complete community asset transfers of outdoor facilities.

### Fleet Services

- There is a £127,000 over spend on Fleet services. The service has undergone a review in 2019-20 and the factors contributing to the over spend have been identified, including the charge out rate being too low to cover costs incurred. Internal reviews also took place over productivity levels including changes in working patterns, a management restructure and improved procurement processes. It is anticipated that the review in 2019-20 will resolve the over spend moving into the 2020-21 financial year.

### Parking Services

- Parking Services is showing an under spend of £188,000. This is primarily due to better than forecast levels of income received in car parks. This additional income is contributing to pressures within the overall transport budget, e.g. Fleet services, shop mobility, Bus station and School Crossing Patrols.

#### Corporate Director - Communities

- The under spend of £117,000 is as a result of the promotion of the former Director to the post of Chief Executive. The post is now filled and therefore this saving will not be recurring in 2020-21.

#### 4.3.4 Chief Executive's

The net budget for the Directorate for 2019-20 was £18.622 million and the actual outturn was £17.115 million, following draw down of £211,000 from earmarked reserves, resulting in an under spend of £1.507 million. The main variances were:

CHIEF EXECUTIVE'S	Net Budget	Actual Outturn	Actual Variance Over/(under) budget	% Variance
	£'000	£'000	£'000	
Finance	1,550	1,430	(120)	-7.7%
Housing Benefits - Admin	829	662	(167)	-20.1%
Housing Benefits - Payments to Claimants	-172	-308	(136)	79.1%
HR and Organisational Development	1,622	1,525	(97)	-6.0%
Communication & Engagement	1,598	1,362	(236)	-14.8%
Partnerships	255	184	(71)	-27.8%
Legal, Democratic & Regulatory	5,015	4,877	(138)	-2.8%
ICT	3,498	3,043	(455)	-13.0%
Housing Options & Homelessness/ Supporting People	816	665	(151)	-18.5%

#### Finance

- The under spend of £120,000 mainly relates to staffing vacancies across the service. The service also received grant funding to offset some core costs in 2019-20. These vacancies will be monitored in line with business needs in 2020-21.

#### Housing Benefits - Admin

- There is an under spend of £167,000 in respect of the administration of housing benefit arising mainly from staffing vacancies, but also changes in staffing hours, staff opting out of pension and additional annual leave purchases. These vacancies will be monitored in line with business needs in 2020-21.

#### Housing Benefits – Payments to Claimants

- There is an under spend of £136,000 which is due to higher than anticipated reimbursement of housing benefit subsidy for overpayments within the housing benefit subsidy claim. This budget is closely monitored as any reduction in the percentage of the Department for Works and Pensions subsidy received towards Housing Benefit payments to claimants could have an adverse impact on the budget.

#### HR & Organisational Development

- The under spend of £97,000 mainly relates to staffing vacancies and changes in staff hours. HR are actively recruiting to fill, or already have filled the staffing vacancies as part of the restructure that took place in 2019-20 therefore this saving will not be recurring in 2020-21.

#### Communication & Engagement

- The under spend of £236,000 mainly relates to staffing vacancies and changes in staff hours. Various recruitment exercises were actioned throughout 2019-20 in order to fill vacant posts and this is planned to continue in 2020-21 therefore this saving will not be recurring in 2020-21.

#### Partnerships

- The under spend of £71,000 mainly relates to maximisation of grant funding for Violence Against Women, Domestic Abuse and Sexual Violence, Children & Communities and Community Cohesion along with staff vacancies.

#### Legal, Democratic & Regulatory

- The under spend of £138,000 has mainly arisen from staffing vacancies in Member Services and procurement. These departments are looking to recruit and fill these vacancies in 2020-21 therefore this saving will not be recurring in 2020-21.

#### ICT

- The under spend of £455,000 is primarily due to staff vacancies and related staff costs (£200,000) and an under spend on the software and telephony budget, in particular the delay in the upgrade of the telephony hardware (£140,000). The under spend is in preparation to support the £200,000 saving in the MTFs budget in 2020-21 for software rationalisation and ICT staffing vacancies.

#### Housing Options & Homelessness/Supporting People

- The under spend of £151,000 is mainly due to staffing vacancies in respect of the core funded housing team. Various recruitment exercises were actioned throughout 2019-20 in order to fill vacant posts and this is planned to continue in 2020-21 therefore this saving will not be recurring in 2020-21.

#### 4.3.5 Council Wide budgets

This section includes budgets, provisions and services which are Council wide, and not managed by an individual directorate. The net budget for 2019-20 was £39.473 million and the actual outturn was £31.783 million, resulting in an under spend of £7.690 million. Without the additional grants of £2,622,202 as referenced in paragraph 4.1.3, the under spend would have been £5.068 million. The most significant variances were:

<b>COUNCIL WIDE BUDGETS</b>	<b>Net Budget</b>	<b>Actual Outturn</b>	<b>Actual Variance Over/(under) budget</b>	<b>% Variance</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	
Capital Financing	7,329	6,844	(485)	-6.6%
Council Tax Reduction Scheme	14,854	14,589	(265)	-1.8%
Repairs and Maintenance	548	278	(270)	-49.3%
Insurance Premiums	1,588	1,054	(534)	-33.6%
Other Corporate Budgets	6,890	840	(6,050)	-87.8%



### Capital Financing Costs

- The under spend of £485,000 arose on interest paid and received due to a combination of lower borrowing than anticipated as the Council uses its own internal resources to finance schemes, and additional interest from current investments. In addition, the capital financing budget was utilised in 2019-20 to pay off prudential borrowing associated with Minor Works which will have a long term cost saving benefit for the Council.

### Council Tax Reduction Scheme

- There is an under spend of £265,000 on the Council Tax Reduction Scheme. This is a demand led budget and take-up is difficult to predict. The Welsh Government worked with local authorities and third sector organisations during 2019-20 to make people more aware of the range of support available to help people pay their council tax bills. This, in conjunction with the impact of COVID-19 on personal financial circumstances, will impact on take-up in 2020-21. Current indications are that spend in 2020-21 could exceed budget by up to £1 million if no additional external funding is provided.

### Repairs and Maintenance

- There is an under spend of £270,000 is as a result of slippage on some minor works schemes and feasibility studies, which will now be completed in 2020-21. An earmarked reserve has been established to meet these costs.

### Insurance Premiums

- There is an under spend of £534,000 partly as a result of the reduction in the premium for property insurance in 2019-20 following a retendering exercise. In addition, following an in-depth review of claims on the insurance database we have been able to write off a number of historic claims, with a lower provision required as a result on the Insurance Premium account. The budget will be reviewed going forward to determine if there are any permanent budget reduction opportunities.

### Other Council Wide Budgets

- Other council wide budgets includes funding for pay, price and pensions increases, along with funding to deal with unexpected costs unforeseen when the budget was set. As reported to Cabinet in the quarter 1 Budget Monitoring report in July 2019, since the Medium Term Financial Strategy (MTFS) was approved in February 2019, Welsh Government advised Local Authorities that additional grant funding was being made available during 2019-20 to meet the increased cost of teachers' pensions and fire service pensions, both of which had been funded in full through the MTFS, along with additional grant funding of £343,701 towards teachers' pay increases. In respect of the South Wales Fire and Rescue Authority, this meant that the levy was reduced by £272,405, compared to the original budgeted provision.
- The total funding released from these allocations of £2.622 million is included in the overall pay and price budget. In June 2019 Council approved agreed that an 'Investing in Communities Fund' be established with £2 million of this funding to support the capital minor works programme by enabling more capital improvement works to be undertaken on council assets in our local communities.
- There is a further under spend on the pay and price budget due to reduced requirements for funding for budget pressures and inflationary increases compared to the estimates provided for at the start of the financial year, primarily due to maximising grant funding to support pay and price pressures – e.g. National Living Wage.

- As mentioned in The MTFS report to Council in February 2020, there will be significant increases to staffing costs in 2020-21 as a result of:-
  - 6.2% increase in the national living wage from April 2020 (with further increases expected in April 2021).
  - Impact of staff pay increases in 2020-21 including full year effect of teachers' pay increase in September 2019 and potential increases for non-teachers.
- Given this uncertainty, and the financial impact of the Covid-19 pandemic on the Council's budget for 2020-21, which will not be known with any certainty until later in the year, any balance of funding from these council wide budgets will be carried forward to meet these pressures. In particular, a Covid-19 earmarked reserve has been created at year-end of £3 million. Once the financial position for 2020-21 is known with more certainty, any potential recurrent under spends will be considered for future MTFS savings.

#### 4.4 Earmarked Reserves

4.4.1 The Council is required to maintain adequate financial reserves to meet the needs of the organisation. The MTFS includes the Council's Reserves and Balances Protocol which sets out how the Council will determine and review the level of its Council Fund balance and Earmarked Reserves. During 2019-20, Directorates drew down funding from specific earmarked reserves and these were reported to Cabinet through the quarterly monitoring reports. The final draw down from reserves was £8.299 million and is detailed in Table 5 below.

**Table 5 – Draw Down from Earmarked Reserves during 2019-20**

	<b>Draw down from Earmarked Reserves 2019-20 £'000</b>
<b>Education &amp; Family Support</b>	365
<b>Social Services &amp; Wellbeing</b>	65
<b>Communities</b>	1,148
<b>Chief Executives</b>	211
<b>Non-Directorate</b>	6,510
<b>Total</b>	<b>8,299</b>

4.4.2 The year end review also examined:

- commitments against existing reserves and whether these were still valid;
- earmarked reserve requests from Directorates as a result of emerging issues and;
- emerging risks for the Council as a whole.

Table 6 below details the creation of new earmarked reserves, increases to existing earmarked reserves and amounts that have been unwound from reserves. The net additions to reserves for the whole of 2019-20 is £15.414 million. The final column shows that there have been net additions of £8.837 million in the last quarter of the financial year:

**Table 6 – Net Appropriations to/from Earmarked Reserves 2019-20**

	Unwound 2019-20	New/ Additions to Reserves 2019-20	Total	Increase/ (Decrease) Qtr 4 Only
	£'000	£'000	£'000	£'000
<b>Corporate Reserves:-</b>				
Capital Programme Reserve	-500	7,360	6,859	960
ICT Reserve	-420	0	-420	-420
Asset Management Reserve	0	210	210	210
Building Maintenance Reserve	0	1,338	1,338	838
Service reconfiguration	-308	0	-308	0
Central feasibility	0	303	303	303
Property Disposal Strategy	0	1	1	1
Capital Asset Management Fund	-100	1,024	924	867
Major Claims Reserve	-950	1,000	50	2,798
Change Management Fund	0	500	500	500
<b>Total Corporate Reserves</b>	<b>-2,279</b>	<b>11,735</b>	<b>9,456</b>	<b>6,056</b>
<b>Directorate Reserves:-</b>				
Directorate Issues	-283	1,332	1,049	475
City Deal Equalisation Reserve	0	589	589	589
Chief Executive Partnership Reserve	-100	0	-100	0
<b>Total Directorate Reserves</b>	<b>-382</b>	<b>1,921</b>	<b>1,539</b>	<b>1,064</b>
<b>Equalisation &amp; Grant Reserves:-</b>				
ED&FSS Grants	0	807	807	800
Building Control	0	32	32	32
Communities Grants	0	468	468	452
SRF	0	42	42	42
Chief Execs Grant	-25	337	312	319
Legal Fees	0	7	7	7
SSWB Grants	0	65	65	65
<b>Total Equalisation &amp; Grant Reserves</b>	<b>-25</b>	<b>1,759</b>	<b>1,733</b>	<b>1,717</b>
<b>School Balances</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESERVES</b>	<b>-2,687</b>	<b>15,414</b>	<b>12,727</b>	<b>8,837</b>

4.4.3 The main net additions in the last quarter have been:-

- a net increase of £2.798 million to the Major Claims Reserve primarily to support additional costs due to COVID-19;
- a net increase of £867,000 to the Capital Asset Management Fund which primarily relates to the creation of a fund to support asbestos works resulting from the asbestos surveys that have mainly been undertaken in 2019-20.
- a net increase of £838,000 to the Building Maintenance Reserve to fund the required works to Brackla 1 Car Park;
- a net increase of £960,000 to the Capital Programme reserve to be utilised against projected capital pressures.

4.4.4 A full breakdown of the total movement on earmarked reserves at 31st March 2020 is provided in Appendix 4. Table 7 below summarises the final position on all useable reserves for the year:

**Table 7 – Summary of Movement on Earmarked Reserves 2019-20**

Opening Balance 01-Apr-19 £'000	Reserve	Movement at Quarter 4		Closing Balance 31-Mar-20 £'000
		Additions/ Reclassification £'000	Drawdown £'000	
8,776	<b>Council Fund Balance</b>	563	0	9,339
36,729	Corporate Reserves	11,735	-4,975	43,489
7,797	Directorate Reserves	1,921	-1,787	7,931
2,967	Equalisation & Grant Reserves	1,758	-1,031	3,694
614	School Balances	0	-506	108
48,107	<b>Total Earmarked Reserve</b>	15,414	-8,299	55,222
56,883	<b>Total Useable Reserves</b>	15,977	-8,299	64,561

## 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 equality implications arising from 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 revenue outturn position for 2019-20.

**Gill Lewis**  
**Interim Chief Officer – Finance, Performance and Change**  
**June 2020**

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**Background documents:** Individual Directorate Monitoring Reports  
MTFS Report to Council – 20 February 2019

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**PRIOR YEAR BUDGET REDUCTIONS CARRIED FORWARD INTO 2019-20**

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Ref.	Budget Reduction Proposal		Original Reduction and RAG £000	Revised RAG £000	Amount of saving achieved in 19-20 £000	Reason why not achievable	Proposed Action in 2020-21 to achieve
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**RAG STATUS KEY**

<b>RED</b>	Not likely to be achieved <b>at all</b> in this financial year or less than 25%.
<b>AMBER</b>	Reduction not likely to be achieved in full in financial year but greater than 25%
<b>GREEN</b>	Reduction likely to be achieved in full

**EDUCATION & FAMILY SUPPORT**

EFS1 (2017-18)	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.		20		0	Although assessments of safe routes have concluded, their implementation is to be considered by Cabinet in line with the proposed policy changes as a result of the recent public consultation on the Learner Travel Policy.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings. Following the public consultation held between October 2019 and January 2020 a report to Cabinet is due to be considered shortly.
EFS2 (2017-18)	School transport route efficiencies.		40		0	The outcome of the Independent Review of Transport is due to be considered by Cabinet in line with the proposed policy changes as a result of the recent public consultation on the Learner Travel Policy.	An external review of BCBC's transport arrangements has been completed. Consideration of the findings of this review by Cabinet will be included in the outcome of the Learner Travel public consultation.
EFS1 (2018-19)	Phased implementation of Learner Transport Policy regarding statutory distances for free travel.		67		0	Saving proposal is dependent on the outcome of the recent public consultation on the Learner Travel Policy due to be considered by Cabinet.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings. Following the public consultation held between October 2019 and January 2020 a report to Cabinet is due to be considered shortly.
EFS14	Traded Services Schools brochure		20		20	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
EFS27	Review arrangements for Special Schools Home to School Transport with a view to achieving efficiency savings		75		0	Saving proposal is dependent on the outcome of the recent public consultation on the Learner Travel Policy due to be considered by Cabinet.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings. Following the public consultation held between October 2019 and January 2020 a report to Cabinet is due to be considered shortly.
<b>Total Education &amp; Family Support Directorate</b>			<b>222</b>		<b>20</b>		

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Ref.	Budget Reduction Proposal		Original Reduction and RAG £000	Revised RAG £000	Amount of saving achieved in 19-20 £000	Reason why not achievable	Proposed Action in 2020-21 to achieve
<b>SOCIAL SERVICES &amp; WELLBEING</b>							
SSW001	Management and admin review		203		203	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW004	Review of LD supported living accommodation		78		78	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW009	Remodel children's residential services		245		245	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW010	Increase in-house fostering provision		392		235	The savings proposal has been profiled over two years.	The fostering project will continue into 2020-21 with savings of £157k forecast.
	<b>Total Social Services &amp; Wellbeing Directorate</b>		<b>918</b>		<b>761</b>		
<b>COMMUNITIES</b>							
COM1	Public conveniences - Reductions to the budget for Public Toilet provision		100		100	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM18 2017-18	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		200	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM19 2017-18	Permitting Scheme road works net of existing income of £95,000		100		0	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.	Ongoing communication with WG to progress the business case. However, the responsible highways network budget area is committed to stay within budget irrespective of the delivery of the scheme.
COM27	Review of Subsidised Bus Services		188		188	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
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		114		114	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM40	Implementation of Corporate Landlord		500		500	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
	<b>Total Communities Directorate</b>		<b>1,202</b>		<b>1,102</b>		



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Ref.	Budget Reduction Proposal		Original Reduction and RAG £000	Revised RAG £000	Amount of saving achieved in 19-20 £000	Reason why not achievable	Proposed Action in 2020-21 to achieve
<b>GRAND TOTAL OUTSTANDING REDUCTIONS</b>			<b>2,342</b>		<b>1,883</b>		
<b>REDUCTIONS SHORTFALL</b>					<b>459</b>		

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**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Page 59	Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
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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"> <li>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.</li> <li>Risk of price increases from Contractors.</li> </ul>	67	0	Although assessments of safe routes have concluded, their implementation is to be considered by Cabinet in line with the proposed policy changes as a result of the recent public consultation on the Learner Travel Policy.	Cabinet approved a report on the 23rd July 2019 to commence a 12 week public consultation on a number of policy proposals to effect additional savings. Following the public consultation held between October 2019 and January 2020 a report to Cabinet is due to be considered shortly.
EFS19	Restructure of YOS Service	The amalgamation of the three local authority Youth Offending teams of Neath Port Talbot, Swansea and Bridgend in 2014 has historically achieved savings for the Local Authorities whilst simultaneously managing reductions in grant funding. There may be further opportunities to make savings through the ongoing restructure of the organisation, however this needs to be seen in the light of Bridgend possibly leaving the WB collaboration and possible costs associated with this.	41	41	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
EFS35	Reduction to contribution to the Central South Consortium (CSC) of 5%	This would need to be agreed with other partners within the Consortium.	30	30	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
EFS36	Review of leadership within the Inclusion Service.	This will require a restructure of the Inclusion Service and a full consultation. Affords an opportunity for distributed leadership and succession planning. This will increase the direct reports for Group Manager Inclusion and School Improvement but will mitigate any effect on front line service delivery.	70	70	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
EFS37	Review of Cognition and Learning Team	This will require a restructure of the Inclusion Service and a full consultation. This is the service that provides outreach for literacy within Bridgend and the proposed new model will require some building of capacity in schools. There would be a risk with the current delivery method in that the building of capacity within schools could not be fully covered.	110	110	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
EFS38	Review of Autistic Spectrum Disorder (ASD) team.	Savings would occur naturally as there are posts which are currently vacant within the team. This area would be consulted upon as part of an Inclusion Service restructure. Consideration would need to be given with regards to how building capacity with schools could be achieved in conjunction with other teams who support in a similar way and potentially with the same children and young people.	77	77	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Page 60	Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
	EFS39	Review of Education Psychology Service	This would require a review of the Education Psychology team as part of the inclusion re-structure and will require the service to work differently to mitigate any shortfall in the service (e.g. undertake less training).	65	65	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
	EFS40	Volunteer driver service	Service has not been operational since Jan 2017. Full budget is £116k. Therefore, £16k will be retained to support Looked After Children.	100	100	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
	EFS45	Core funding for previous 'Uniform' Grant that has been replaced by PDG Access grant from Welsh Government	No impact - grant has replaced core funding.	36	36	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
		<b>Total Education and Family Support</b>		<b>596</b>	<b>529</b>		

**SOCIAL SERVICES & WELLBEING**

SSW17/A SC18	Development of Extra Care Housing	Project is now in its final stages. All consultation has been completed. No adverse impact identified.	330	330	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW19	Further review of HALO partnership contract.	Previous negotiations have proved successful. No adverse impact identified.	80	80	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW21	As part of the contract with Awen, BCBC will be renegotiating its management fee for the period 2019-2022. This will mean reviewing accessibility of services and potential closure of AWEN facilities such as community centres or libraries.	Negotiation will be required with AWEN to identify efficiencies in areas with the least impact on services.	70	70	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW22	Identify further savings from library and cultural facilities and related services including reviewing the numbers of facilities (libraries, community centres) and also reductions in services or opening hours.	Reduced availability of services and accessibility to the public. Negative impact on healthier wales wellbeing goals.	60	0	Unable to achieve savings in 2019-20 due to timeline of consultation timetable.	None required - savings will be made in full in 2020-21 and have been agreed and incorporated into contract going forward.
SSW23	Review charging for telecare services	New charges will be introduced together with an increase in other current charges.	150	150	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW24	Staffing reconfiguration across SSWB Directorate	Reconfiguration of staff will require staff consultation.	345	345	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW25	Review of complex care accommodation across learning disabilities services	Review of in-house and external provision to be undertaken identify efficiencies in areas with the least impact on service users.	150	150	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
SSW26	Remodelling day service provision for older people and learning disability services	Full review of services which could mean alternative service provision required to meet assessed need.	50	50	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Page 61	Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
		<b>Total Social Services &amp; Wellbeing Directorate</b>		<b>1,235</b>	<b>1,175</b>		

**COMMUNITIES**

COM4	Review of School Crossing Patrol service in line with GB standards	This proposal builds on the 2015-16 budget reduction to cut the school crossing patrol budget and focus on those sites where there is greatest assessed risk based on the GB standard. This may impact on high risk routes to achieve the full saving, and could conflict with learner travel savings.	10	4	The level of service need is currently in excess of the available budget, hence saving was not fully achieved in 2019-20.	The provision of the service and the MTFS is predicated on sites meeting certain guidance. Thus assessments of sites will continue and if sites do not meet the criteria they could be considered for dis-establishment.
COM20	Highways Dept Management Structural Savings Target	Loss of experienced, competent and qualified managers to deliver statutory functions. Reduced resilience for response to highway issues.	100	55	Restructures were not completed by April 2019, therefore only part year savings were achievable in 2019-20. Wider staff vacancies were held across Highways Services to mitigate the shortfall.	None required. Restructure now fully in place so saving will be achieved in full in 2020-21.
COM26	Investigate the introduction of charging to users of the Shopmobility facility in Bridgend Town Centre to reduce/remove the current level of subsidy	A full Equality Impact Assessment and Future Generations assessment will need to be carried out. The implications to some current users of the facility are that some members of the community with mobility issues may struggle to pay the necessary charges to hire a mobility scooter and therefore maybe unable to gain access to the town centre . However, this must be balanced against the declining popularity of the service with significantly reduced numbers of users . The changes in technology have meant that lightweight affordable scooters now have greatly increased in private ownership, compared to when the facility was introduced. The provision is not a statutory duty and one not provided in other town centres of the borough or in many of the town centres of neighbouring authorities. On this basis it would seem reasonable to investigate whether introducing charging for use is a viable way of reducing the overall cost of the service. If however this does not prove feasible, in order to make the full saving required over the next two financial years closure of the facility would be necessary.	5	0	Delays in consultation meant that the full saving could not be achieved in 2019-20.	Cabinet considered a report in January 2020 and approved the introduction of new hire fees and alteration to opening times to enable this saving to be achieved.
COM42	Review of parks and playing fields service split over two financial years:- 15% reduction to seasonal operatives budget (£75K). Corresponding reduction to large and small plant (£29k). Removal of bowls club grant (£34K).	The cut identified for 2019-20 will require the removal of approximately 6 seasonal operatives along with respective cuts to plant, equipment and materials. This will have a noticeable reduction in levels of service.	69	69	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM43	End of management of Kenfig National Nature Reserve	The agreement between BCBC and Kenfig Corporation Trust (KCT) ends in December 2019. It is currently proposed that BCBC does not enter into any new agreement. KCT are underway with a process, supported by their agent HRT, to identify a new tenant. This process is being conducted in partnership with NRW. There is a risk that the level of management may be affected, however there is also the opportunity that the new tenant may be able to draw on resources that BCBC cannot.	10	10	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Page 62 Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
COM44	Bridgend Bus Station - alternative measures to explore full cost recovery and external support will be pursued but, failing this, the likely required step to deliver this saving is closure.	Impact on city region, connectivity hub, and potential impact on air quality due to relocation of buses. May have a detrimental impact on regional transport with no main bus station and impact on reputation of the Council.	45	0	Due to resources in delivering other transport projects this saving proposal was delayed. A range of measures to meet the proposed saving were considered, but the assessment of the options identified a high risk that would not meet the level of saving required. It has therefore been agreed that budget will be reallocated from within the Public Realm budget to offset this proposal.	None required - budget re-alignment from Public Realm budget in 2020-21.
COM46	Removal of budget for Subsidised Bus Routes	Letter received from Welsh Government confirming that from April 2019, each local authority's allocation from Bus Services Support Grant (BSSG) will have to be at least match-funded by a commitment to expenditure from an authority's own budget in support of bus and community transport networks in its area. Therefore removal would have a larger impact than the £200K budget included. Also some areas may not have access to an alternative bus service or alternative form of transport. Consultation required.	148	86	Due to requirements for consultation, reporting and challenge, the 12 week notice period was not issued until the beginning of June which meant the cessation of service at the end of August 19 - a 7 month saving for 2019-20.	None required - full year saving will be achieved in 2020-21.
COM47	Public Transport - efficiencies achieved under the Public Transportation budget	Reduced support available for wider Transportation budgets - e.g. works at Bridgend Bus Station.	24	24	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM49	Street Lighting - Reduction to energy costs budget which has been achieved due to historic replacement of LED lighting	Ability to deliver this level of saving is dependent on how successful the new SALEX replacement programme is compared with the original business case as funding will be required from this budget heading to repay the SALEX borrowing for a number of years.	30	30	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM50	Increase pre-application planning fees by 10%	This is the first increase since the introduction of the new service in 2016. Will introduce new categories of enquiry currently not covered by the scheme. Also aim to introduce a new pre-sale information pack for householders providing details of planning consents, constraints etc. There is a risk that the increase will put some potential users of the scheme off and the increase might have to be phased. Any change to the current system will also require DC Committee and Cabinet approval.	10	10	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
COM52	Reductions to the budget for the Materials Recovery and Energy Centre (MREC) to be 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	Failure to secure a new operating contractor through a compliant tender and procurement exercise for the MREC facility would result in this saving being undeliverable. Failure to reach agreement with NPT on the Councils financial contribution to the costs of supporting the MREC. Intervention by the Welsh Government and or changes in legislation in the waste management sector.	1,300	825	There has been an ongoing procurement exercise with Neath Port Talbot County Borough Council (NPTCBC) to originally secure a new operator for the facility. Total MTFs Budget Reductions against the Waste budget of £200,000 in 2017-18 and £1,300,000 in 2019-20 were predicated on achieving a price in the region of £135 per tonne from this exercise. An agreement with NPT for disposal costs has been made going forward until 2030 or a regional facility comes on line.	This is an on-going shortfall against the saving target. Consideration will be given at Quarter 1 in 2020-21 for the funding of this shortfall as a budget pressure.
COM53	Communities Management Restructure	Loss of experienced, competent and qualified managers to deliver statutory functions.	135	135	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM55	Increase charge for Green Waste Service from £28.30 per household to £38.30	The new waste contract related items would require both Contract Variation negotiations with Kier to confirm the saving levels proposed and public consultation regarding the charge changes and reduced levels of service.	25	5	Most service users pay prior to the 1st April, hence full benefit of increase in charge will not be seen until 20-21	Full year saving would have been achieved in 2020-21, however full delivery may be impacted by COVID-19.
COM56	Increase charge for collection of 3 bulky waste items from £15.50 to £20.		10	10	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
COM59	Reduction to the opening hours of the Community Recycling Centres by 1 hour, per day.		17	10	Change to the opening hours commenced June 2019, hence full year saving not achieved in 2019-20.	None required - full year saving will be achieved in 2020-21.
<b>Total Communities Directorate</b>			<b>1,938</b>	<b>1,273</b>		

**CHIEF EXECUTIVE'S**

CEX1	Efficiencies from Shared Regulatory Service	May require restructuring within service and impact on response times, but will be managed across the 3 participating Councils and will aim to minimise impact.	111	111	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX2	Remove members' Community Action Fund	This will require approval from members following review of current scheme.	285	285	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX3	Review of Business Support functions across the directorate	Reconfiguration of the service required, may result in slower response times and restructure.	250	250	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX4	Review of homelessness prevention budgets and allocation of related grants	There will be a reliance on grant funding and limited core funding available	235	235	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20

**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Page 64 Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
CEX5	Review of homelessness prevention service provision and the possibility of partnership working with an external organisation.	Full evaluation and reconfiguration of the service provision will be required	100	100	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX6	Review of ICT capital related revenue budgets. This will require council to agree all ICT capital spend to be met from the capital programme allocation	Limits the potential for ICT to fund capital related expenditure on an ad hoc basis	200	200	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX7	Review of non staff related ICT budgets including software	Minimal impact anticipated.	80	80	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX8	Directorate leadership restructuring	Will reduce senior management capacity, and require some backfilling and review of functions.	100	100	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX9	Review structures across customer contact, communications & marketing, housing and performance	Vacant posts would be frozen / deleted.	73	73	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CEX10	Review CCTV function with aim to create efficiencies	Potentially could impact on community safety	30	16	Ongoing review of CCTV service	Ongoing efficiencies will be identified where possible within the CCTV service, however savings from the wider partnership budget will have to be sought if this is not achieved and budgets re-aligned where necessary in 2020-21.
	<b>Total Chief Executive's Directorate</b>		<b>1,464</b>	<b>1,450</b>		



**MONITORING OF 2019-20 BUDGET REDUCTIONS**

Page 65	Ref.	Budget Reduction Proposal	Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act	Savings Target 2019-20 £'000	Value of Saving Achieved 2019-20 £'000	Reason why not achieved	Proposed action in 2020-21 to achieve
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**CORPORATE / COUNCIL WIDE**

CWD6	Reduction in funding available for meeting the costs of Capital Financing	Repayments are still considered to be prudent, but will result in longer payback periods in line with asset lives.	1,975	1,975	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CWD7	Removal of Invest to Save funding agreed as part of MTFS for 2018-22	Limited impact as not committed to specific schemes or services	200	200	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
CWD8	Removal of budget created from raising council tax from original 4.2% to 4.5% in 2018-19 budget.	Part of funding used on one-off basis in 2018-19 but rest uncommitted. Previous year's council tax increase is built into base rate.	213	213	Saving achieved in full in 2019-20	None required - saving made in full in 2019-20
<b>Total Corporate / Council Wide</b>			<b>2,388</b>	<b>2,388</b>		

<b>GRAND TOTAL REDUCTIONS</b>	<b>7,621</b>	<b>6,815</b>
<b>TOTAL BUDGET REDUCTION REQUIREMENT</b>	<b>7,621</b>	<b>7,621</b>
<b>REDUCTION SHORTFALL</b>	<b>0</b>	<b>806</b>

<b>3,024</b>	<b>5,814</b>
<b>2,703</b>	<b>1,630</b>
<b>1,894</b>	<b>177</b>
<b>7,621</b>	<b>7,621</b>

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BRIDGEND COUNTY BOROUGH COUNCIL	Budget 2019-20			Actual Outturn	Actual Variance Over/(under) budget	% Variance
	Expenditure Budget	Income Budget	Net Budget			
	£000	£000	£000			
<b>EDUCATION AND FAMILY SUPPORT</b>						
School Delegated Budgets	114,978	(21,302)	93,676	93,676	(0)	0.0%
Learning	10,009	(3,117)	6,892	6,812	(80)	-1.2%
Strategic Partnerships & Comm	24,801	(10,910)	13,891	14,268	377	2.7%
Health and Safety	386	(2)	384	197	(187)	-48.6%
<b>TOTAL EDUCATION AND FAMILY SUPPORT</b>	<b>150,174</b>	<b>(35,331)</b>	<b>114,843</b>	<b>114,953</b>	<b>110</b>	<b>0.1%</b>
<b>SOCIAL SERVICES AND WELLBEING DIRECTORATE</b>						
Adult Social Care	64,137	(16,591)	47,546	47,430	(116)	-0.2%
Sports, Play and Active Wellbeing	5,959	(794)	5,165	4,933	(232)	-4.5%
Childrens Social Care	19,790	(914)	18,876	19,287	411	2.2%
<b>TOTAL SOCIAL SERVICES AND WELLBEING</b>	<b>89,886</b>	<b>(18,299)</b>	<b>71,587</b>	<b>71,650</b>	<b>63</b>	<b>0.1%</b>
<b>COMMUNITIES DIRECTORATE</b>						
Regeneration & Development	6,469	(3,629)	2,840	2,696	(144)	-5.1%
Community Services	32,924	(13,015)	19,909	19,688	(221)	-1.1%
Director - Communities	146	-	146	29	(117)	-80.1%
Corporate Landlord	23,909	(20,520)	3,389	3,440	51	1.5%
<b>TOTAL COMMUNITIES</b>	<b>63,448</b>	<b>(37,164)</b>	<b>26,284</b>	<b>25,853</b>	<b>(431)</b>	<b>-1.6%</b>
<b>CHIEF EXECUTIVE'S</b>						
Chief Executive	511	-	511	522	11	2.2%
Finance	54,414	(50,716)	3,698	3,360	(338)	-9.1%
Human Resources	1,928	(306)	1,622	1,525	(97)	-6.0%
Partnerships	2,646	(622)	2,024	1,688	(336)	-16.6%
Legal, Democratic & Regulatory	6,276	(1,260)	5,016	4,877	(139)	-2.8%
Elections	150	(11)	139	142	3	2.2%
ICT	4,717	(1,219)	3,498	3,043	(455)	-13.0%
Housing & Homelessness	2,676	(1,544)	1,132	968	(164)	-14.5%
Business Support	1,094	(112)	982	990	8	0.8%
<b>TOTAL CHIEF EXECUTIVE'S</b>	<b>74,412</b>	<b>(55,790)</b>	<b>18,622</b>	<b>17,115</b>	<b>(1,507)</b>	<b>-8.1%</b>
<b>TOTAL DIRECTORATE BUDGETS</b>						
	<b>377,920</b>	<b>(146,584)</b>	<b>231,336</b>	<b>229,571</b>	<b>(1,765)</b>	<b>-0.8%</b>
Council Wide Budgets	40,421	(948)	39,473	31,783	(7,690)	-19.5%
Accrued Council Tax Income				(1,502)	(1,502)	0.0%
Appropriations to Earmarked Reserves				10,394	10,394	0.0%
Transfer to Council Fund				563	563	0.0%
<b>NET BRIDGEND CBC</b>	<b>418,341</b>	<b>(147,532)</b>	<b>270,809</b>	<b>270,809</b>	<b>0</b>	<b>0.0%</b>

NB: Differences due to rounding of £000's

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**TOTAL MOVEMENT ON EARMARKED RESERVES AS AT 31<sup>ST</sup> MARCH 2020**

Opening Balance 01-Apr-19 £'000	Reserve	Movement as at Quarter 4		Closing Balance 31-Mar-20 £'000
		Net Additions /Reclassification £'000	Draw-down £'000	
	<b>Corporate Reserves:</b>			
1,875	Asset Management Plan	230	(761)	1,344
1,075	Building Maintenance Reserve	1,338	(189)	2,224
443	Capital Asset Management & Asbestos Fund	1,024	(367)	1,100
365	Capital Feasibility Fund	303	(97)	571
13,871	Capital Programme Contribution	7,339	(333)	20,877
1,462	Change Management	500	(397)	1,565
2,108	Digital Transformation, ICT & Finance Systems	-	(788)	1,320
800	Economic and Future Resilience Fund	-	-	800
2,161	Insurance Reserve	-	-	2,161
5,274	Major Claims Reserve	1,000	(998)	5,276
1,600	MTFS Budget Contingency	-	(694)	906
94	Property Disposal Strategy	1	(43)	52
5,301	Service Reconfiguration	-	(308)	4,993
300	Welfare Reform Bill	-	-	300
<b>36,729</b>	<b>Total Corporate Reserves</b>	<b>11,735</b>	<b>(4,975)</b>	<b>43,489</b>
	<b>Directorate Reserves:</b>			
100	Chief Executive Partnership Reserves	-	(100)	-
1,900	City Deal Reserve	589	-	2,489
2,370	Directorate Issues	1,332	(1,079)	2,623
55	Donations Reserve Account	-	(55)	-
1,029	Highways Asset Management Reserve	-	(220)	809
939	Looked After Children	-	(11)	928
271	Porthcawl Regeneration	-	(168)	103
187	Property Reserve	-	(3)	184
39	Safe Routes to Schools	-	(28)	11
115	School Projects Reserve	-	-	115
70	Waste Awareness Reserve	-	(70)	-
723	Wellbeing Projects	-	(53)	670
<b>7,797</b>	<b>Total Directorate Reserves</b>	<b>1,921</b>	<b>(1,787)</b>	<b>7,931</b>
	<b>Equalisation &amp; Grant Reserves:</b>			
10	Building Control Reserve	32	-	42
126	Civil Parking Enforcement	-	(61)	65
68	Election Costs	-	-	68
1,587	IFRS Grants	1,677	(866)	2,398
276	Legal Fees	7	(35)	248
222	Local Development Plan	-	(69)	153
678	Special Regeneration Fund	42	-	720
<b>2,967</b>	<b>Equalisation &amp; Grant Reserves:</b>	<b>1,758</b>	<b>(1,031)</b>	<b>3,694</b>
614	School Balances	-	(506)	108
<b>48,107</b>	<b>TOTAL RESERVES</b>	<b>15,414</b>	<b>(8,299)</b>	<b>55,222</b>

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

### REPORT OF THE CHIEF EXECUTIVE

#### VALLEYS TASK FORCE EMPTY HOMES GRANT – PHASE 2

##### 1. Purpose of Report

The purpose of this report is to seek approval from Cabinet to:

- 1.1 enter into Phase 2 of the Valley Task Force Empty Homes Grant Scheme;
- 1.2 agree a 35% match contribution towards each grant awarded;
- 1.3 Enter into a new Service Level Agreement (SLA) with Rhondda Cynon Taff County Borough Council (RCTCBC) for Phase 2; and
- 1.4 delegate authority to RCTCBC to deliver and manage the Empty Homes Grants within the Valleys Task Force Area of Bridgend for Phase 2.

##### 2. Connection to corporate well-being objectives/other corporate priorities

2.1 This report assists in the achievement of the following corporate well-being objective/objectives under the Well-being of Future Generations (Wales) Act 2015:

- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
  - To support local people develop skills and take advantage of opportunities to succeed.
- **Helping people to be more health and resilient** – taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
  - To give people more choice and control over what support they receive by providing early access to advice and information.
  - To reduce demand through targeted early help and intervention programmes.
  - To develop more active, healthy and resilient communities working in partnership with the third sector, town and community councils and community groups.
  - To create town centres and communities that improve the quality of life for citizens

- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives

- To work collaboratively to make the most of public assets.

### 3. Background

3.1 The Ministerial Taskforce for the South Wales Valleys was set up by the Welsh Government in July 2016. The Valley Task Force has a delivery plan called 'Our Valleys, Our Future' and has seven focus areas, including housing. The Minister for Housing and Local Government agreed to support the Valleys Taskforce by rolling out an Empty Homes Grant to all local authorities in the Valleys Taskforce areas as a pilot for the period from October 2019 to the end of March 2020. Cabinet approved Bridgend County Borough Council's (BCBC) participation in the Empty Homes Scheme on 19<sup>th</sup> November 2019.

3.2 BCBC entered into a Service Level Agreement (SLA) with RCTCBC for Phase 1 (the pilot) of the Empty Homes Scheme, which run from October 2019 – March 2020. No financial contribution was made by BCBC for this phase of the Empty Homes Grant scheme.

3.3 The Phase 1 of the Empty Grants Programme, recorded the following results:

LA	EOI	Applications
Bridgend	<u>17</u>	<u>11</u>

There has been 8 successful applications for phase 1.

3.4 Empty private sector homes represent a wasted resource and financial expense both to the owners and the council and in many cases a missed opportunity to provide much needed affordable housing for residents. Not only are they a waste of a valuable housing resource, but they can cause a blight to communities and distress to residents affected by their unsightly appearance, and attract crime and anti-social behaviour.

3.5 Over the last few years, the council has developed many tools and approaches to encourage empty homes to be brought back into use which have had a positive impact.

3.6 This grant will furthermore support the delivery of the Council's and Welsh Government's priority of returning empty properties into use in the Valleys areas of Bridgend County Borough, to help regenerate communities, provide more choice and suitable accommodation for residents.



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

### **4.1 Overview of current situation**

- Welsh Government have awarded funding of £4,500,000 for phase 2 to RCTCBC to support the roll out of the Rhondda Cynon Taf Empty Homes Grant Scheme across all the Valleys Taskforce Areas.
- BCBC has been asked to enter into Phase 2 (April 2020- March 2021) of the Empty Homes Grant scheme and agree a match funding contribution of 35% towards each grant based on the amount of empty property grants the authority want to support. BCBC are required to provide match funding per grant awarded up to £20,000. Any additional grant funding over this amount shall be fully funded from the grant. The Grant award is up to a maximum of £25,000 and is broken down as follows:
  - A total of £25,000 grant available (£5,000 is for energy efficiency improvements which are fully funded).
  - Local Authority contribution is 35% of £20,000 = £7,000 per property if full grant is applied for.
  - Home Owner/ Client contribution is 15% = £3,000 per property if full grant is applied for.
  - RSL/Council Owned properties to make a 35% contribution = £7,000 property if full grant is applied for.
- There will be a new Service Level Agreement for phase 2 between BCBC and RCTCBC, to enable RCTCBC to administer the funding in the Bridgend Valley Taskforce area and to comply with the conditions of the funding from Welsh Government.
- Where an application is made by a RSL, the Council shall not be providing any match funding. The RSL shall make the application to RCTCBC and shall provide their own match funding. Any potential state aid implications of this shall be a matter for RCTCBC.

### **4.2 Proposal - Eligibility and Conditions of Valleys Task Force Empty Homes Grant Scheme**

#### **General requirements of the scheme**

- Applicants must be owners or prospective owners, who intend to occupy the empty home as their main residence, for a minimum 5-year period from the date of the certification of grant aided work (Grant condition period).
- RSLs and LAs (with housing stock) must intend to rent the home (the LA will have the nomination right) for a minimum 5-year period from the date of the certification of grant aided work (Grant period condition).
- The property must have remained unoccupied for a period of 6 months prior to purchase and at the time of the grant application. Council Tax records will be used to verify this timescale.

- Applicants are required to make a mandatory contribution of 15% of the total cost of eligible works. The mandatory contribution will be waived for applicants in financial hardship.
- Ancillary fees can be added to the cost of works limits, these can include Building Regulation Fees, Planning Fees, Legal Fee to register the charge and Land Registry Fees.
- A Full Legal Charge will be placed on the property by RCTCBC in its favour. Full repayment will be requested if the property is sold, or not occupied as intended during the 5 year grant condition period.
- RSLs and Local Authorities with housing stock will be required to make a mandatory contribution of 35% of the total cost of eligible works.
- The grant will only be awarded for eligible work identified by the Authority's surveyor. Only essential repair works required to make the home safe, secure and free from any category 1 hazards and the installation of energy measures to support the home to become more energy efficient, will be considered.
- Not all applicants will receive the maximum grant award. No grant assistance will be awarded where the total assessed work is under £1,000.
- The completion of all eligible work is a requirement to grant payment being released. If the cost of eligible works exceeds the £25,000 grant maximum (£20,000 repairs and/or energy measures and £5,000 energy measures only), the applicant would be responsible to finance the excess cost. Applicants should ensure that they have the finance available to complete the eligible works.
- Any work completed prior to the survey and grant approval will not be eligible for the grant.
- To promote bringing empty homes back into use that are warmer and healthier homes the Valleys Taskforce is able to provide additional funding to help with the installation of energy efficiency measures as part of the empty homes grant.

**Delegation of authority to RCTCBC to administer the Empty Homes Grant Scheme in BCBC's administrative area within the Valleys Taskforce Area**

- RCTCBC is responsible for the delivery and management of the Empty Homes Grant Scheme throughout the areas of the Valley Taskforce local authorities. As a result, BCBC is required to delegate authority to RCTCBC to deliver and manage the Empty Homes Grant Scheme in the Valleys Taskforce area of Bridgend. This shall include:
  - Reviewing applications and, if appropriate, challenging applications based on name and address and flag for further review/investigation any that raise concerns regarding future occupancy.
  - Checking the date property became empty with BCBC Council Tax department.
  - Approving applications

- Approving that works have been carried out in accordance with grant conditions and arranging payment of the grant and issuing completion certificates.
  - Notifying BCBC Council Tax department of grant completion.
  - At the annual anniversary of grant completion, the name of occupant is checked with BCBC Council Tax department to check occupancy and that property is still occupied.
  - On a sample basis (10%) annual verification checks that require the grant recipient to provide proof of occupation e.g. Water Bill.
- As the responsibility for the delivery and management of the scheme in the Valley Taskforce Area of Bridgend lies with RCTCBC, BCBC is required to undertake the following:
    - Promote the grant within the Bridgend Valleys Task Force area.
    - BCBC Council Tax department to provide RCT with confirmation via email that a property has been empty for 6 months plus.
    - BCBC are to undertake investigations to check identity
    - BCBC to check property is in a Valley Task Force area.

4.3 A requirement of the SLA is for BCBC to supply surveyors and bill RCT for their time. If BCBC do not have a surveyor internally to carry out the work they are expected to appoint an external surveyor. BCBC shall follow its Contract Procedure Rules to appoint external surveyors. Surveyor's costs are capped at RCT CBC's GR9 staff rate of £21.98/hour.

Surveyors are expected to:

- Undertake a full condition survey of the work to establish if it is eligible for grant assistance and the value of the cost of work.
- Verify any unforeseen work requests and produce a schedule of unforeseen work which shall be provided to RCTCBC. Any additional grant funding for unforeseen work shall require Match Funding.
- Carry out the final inspection to ensure that the works have been carried out in accordance with the schedule of works and notify RCTCBC.

#### **4.4 Future Projects:**

4.4.1 No further Empty Homes Grants for the Valley Task Force area are currently being proposed.

#### **4.5 Risks and issues**

4.5.1 This is a low risk project for phase two as the match funding from BCBC does not need to be paid upfront but will need to be in place once the works have been approved.

4.5.2 No issues are anticipated from this phase of the grant programme.

#### **4.6 Next Steps**

4.6.1 Cabinet will need to consider the above proposals and determine whether to progress with phase two of the scheme. If the decision is made to proceed, the next step is for BCBC to:

- Review the SLA with RCTCBC to administer the grant within the Valleys Task Force of Bridgend County Borough and enter into the SLA.
- Agree to provide match funding for the scheme

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

5.1 There are no effects upon BCBC's Policy Framework or Procedure Rules

#### **5. Equalities Impact Assessment.**

6.1 An initial Equality Impact Assessment (EIA) screening has identified that there would be no negative impact on those with one or more of the protected characteristics and an EIA status of low priority is considered appropriate at this stage.

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

7.1 The Well-being of Future Generations (Wales) Act 2015 assessment is annexed to the report at Appendix A. A summary of the key elements are as follows:

- Long Term: The proposal to bring empty homes back into use as part of the scheme will drive local prosperity, by offering better environments to promote the health and wellbeing of those who live, work and Valleys of Bridgend in the long term.
- Prevention: By improving and bringing empty homes back into use, preventing them from getting into disrepair.
- Integration: The grants programme will provide opportunity to deliver a set of physical and social improvements through re-developing vacant, poor quality, under used or derelict empty homes.
- Collaboration: The project will allow property owners in collaboration with the council to tackle poor quality and unattractive properties; offering these properties a new lease of life and therefore enhancing the physical appearance and opportunities for people to buy homes in the Valleys area of Bridgend.
- Involvement: Investing in a community offers a means to connect with local stakeholders. Strong, resilient communities will reinforce the regional and Welsh culture which is a key feature in promoting visits and tourists to the area.

## **8. Financial Implications**

- 8.1 As part of the MTFs 2020-21 to 2023-24, which was approved by Council in February 2020, match funding of £105,000 was included within the capital programme towards phase 2 of this scheme. This will enable total grant approvals of up to £300,000 for home owners within the Valleys Taskforce Area of Bridgend. Should grant approvals look to exceed this amount, a further report will be brought back to Council for additional match funding.

## **9. Recommendation(s)**

- 9.1 It is recommended that Cabinet :

9.1.1 Approves entering into Phase 2 of the Valley Task Force Empty Homes Grant Scheme;

9.1.2 Notes and accepts the risks and issues highlighted in paragraph 4.5;

9.1.3 Delegate authority to RCTCBC to deliver phase 2 of the Empty Homes Scheme and manage the scheme within the Valleys Taskforce area of Bridgend in accordance with paragraph 4.2;

9.1.4 Delegate authority to the Head of Operations - Communities Services, in consultation with the Section 151 Officer and Head of Legal, HR and Regulatory Services, to negotiate and agree the terms of the service level agreement with Rhondda Cynon Taf County Borough Council and enter into the service level agreement.

**Mark Shephard**  
**Chief Executive**  
**03/06/2020**

**Contact Officer:** Nicola Lewis  
Senior Regeneration Officer

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**Postal Address** Regeneration Section  
Bridgend County Borough Council  
Civic Centre  
Angel Street  
Bridgend  
CF31 4WB

## **Background documents**

None



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

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

**Project Description (key aims):**

The Valleys Task Force Empty Homes Grant programme aims to bring empty properties back in to use that have been empty for six months or more. The grant offers funding towards improvements for owner occupiers and first time buyers.

**Section 1**

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

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

Empty private sector homes represent a wasted resource and financial expense both to the owners and Council and in many cases a missed opportunity to provide much needed affordable housing for residents. Not only are they a waste of a valuable housing resource, but they can cause a blight to communities and distress to residents affected by their unsightly appearance to attract crime and social behaviour.

Over the last few years, the Council has developed many tools and approaches to encourage empty homes to be brought back into use which have had a positive impact.

This grant will furthermore support the delivery of the Council's and Welsh Government's priority of returning empty properties into use in the Valleys areas of the Bridgend County Borough, to help regenerate communities, provide more choice and suitable accommodation for residents and furthermore complement concurrent programmes such as *Local Wellbeing Plans*.

The regeneration planned for the Valleys Empty Homes as part of this project will drive local prosperity, providing support home owner occupiers and offering better environments to promote the health and wellbeing of those who live, work and visit the Bridgend Valleys.

Short term benefits will see the enhancement and re-use of poor quality, unattractive, run down and dilapidated properties. This will support the empty homes team to tackle vacant, poor quality and unattractive properties; offering these properties a new lease of life and therefore enhancing the physical appearance of the streetscape and public

	<p>realm. .</p> <p>Projects will encourage empty properties to come back into use by supporting owner occupiers and first time buyers. This will produce a number of benefits; empty and underutilised properties will be revitalised, breathing new life into the valleys, improving the image of the local area making it a more attractive place in which to visit or invest; more affordable housing will be readily available and the housing offer will improve. Quality housing will support the delivery of healthy communities.</p>
<b>Prevention</b>	<p><b>2. How does your project / activity put resources into preventing problems occurring or getting worse?</b></p> <p>This project will aim to bring empty homes back into use, preventing them from getting into disrepair.</p>
<b>Integration</b>	<p><b>3. How does your project / activity deliver economic, social, environmental &amp; cultural outcomes together?</b></p> <p>The project will focus on delivering a set of physical and social improvements through re-developing empty homes. This will generate opportunities for good quality affordable homes for people in the Bridgend Valleys.</p>
<b>Collaboration</b>	<p><b>4. How does your project / activity involve working together with partners (internal and external) to deliver well-being objectives?</b></p> <p>The project will allow property owners and first time buyers work with Valleys Task Force and Bridgend CBC to get empty properties back in use.</p>
<b>Involvement</b>	<p><b>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?</b></p> <p>Investing in a community offers a means to connect with local stakeholders. Strong, resilient communities will reinforce the regional and Welsh culture which is a key feature in promoting visitors and tourists to the area. Increased visitor numbers will help to make the Cardiff Capital Region a more prosperous environment.</p>



<b>Section 2 Assess how well your project / activity will result in multiple benefits for our communities and contribute to the national well-being goals</b>		
<b>Description of the Well-being goals</b>	<b>How will your project / activity deliver benefits to our communities under the national well-being goals?</b>	<b>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)?</b>
<p><b>A prosperous Wales</b> An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>The project will be specifically dealing with poor quality dilapidated and underutilised property; bringing them back into full use, for residential end uses. Inequality will be reduced by facilitating more people to benefit from sustainable growth. Empty Home investment will lead to improved confidence and will specifically concentration on tackling regional inequality by helping the most deprived communities and those people with the lowest household income to access support affordable housing.</p>	<p>Project officers will closely review and monitor the way the project is delivered to ensure that it remains fit for purpose, of a high quality and value for money.</p>
<p><b>A resilient Wales</b> A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p>The project will promote opportunities for building healthier communities and better environments by developing good housing and job creation. This will lead to a positive contribution to good quality physical and mental health.</p>	<p>Project officers will closely review and monitor the way the project is delivered.</p>

<p><b>A healthier Wales</b> A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	<p>People in Wales will enjoy better health for longer through decent housing and quality environments. The investment will offer support for good housing and will also have a positive contribution to mental well-being</p>	<p>Project officers will closely review and monitor the way the project is delivered.</p>
<p><b>A more equal Wales</b> A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</p>	<p>This project will provide owner occupiers to be able to improve their homes and provide opportunity for first times buyers to get on the property ladder.</p>	<p>Project officers will closely review and monitor the way the project is delivered.</p>
<p><b>A Wales of cohesive communities</b> Attractive, viable, safe and well-connected communities.</p>	<p>People will feel that they have a stake in their community if that area can provide access to good housing, jobs, public services and leisure facilities.</p> <p>Bringing empty properties back in to use will help to build resilient communities, culture and language. Communities prosper where people can fully participate in their local environment.</p> <p>New housing will bring cohesive communities into the Bridgend Valleys and local facilities will be maintained.</p>	<p>Project officers will closely review and monitor the way the project is delivered.</p>
<p><b>A Wales of vibrant culture and thriving Welsh language</b> A society that promotes and protects culture, heritage and the Welsh</p>	<p>The project presents a way to link with local stakeholders.</p>	<p>Compliance with the Welsh Language act will be monitored as the project progresses.</p>

language, and which encourages people to participate in the arts, and sports and recreation.	During the marketing stage for this project all material / documentation was sent out in the Welsh and English language. On initial dialogue with applicants they were asked if they would prefer to correspond in Welsh or English.	
<b>A globally responsible Wales</b> A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	Investment in new quality, energy efficient housing will contribute to sustainable energy consumption.	Project officers will closely review and monitor the way the project is delivered

<b>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</b>			
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 - greater building accessibility	No	Review of project progress
Gender reassignment:	n/a	No	Review of project progress
Marriage or civil partnership:	n/a	No	Review of project progress
Pregnancy or maternity:	Yes - greater building accessibility	No	Review of project progress
Race:	n/a	No	Review of project progress

Religion or Belief:	n/a	No	Review of project progress
Sex:	n/a	No	Review of project progress
Welsh Language:	Yes – provision will be made to ensure that peoples preferences are respected and catered for	No	Review of project progress

**Section 4 Identify decision meeting for Project/activity e.g. Cabinet, Council or delegated decision taken by Executive members and/or Chief Officers**

Cabinet

<b>Compiling Officers Name:</b>	Nicola Lewis
<b>Compiling Officers Job Title:</b>	Senior Regeneration Officer
<b>Date Completed:</b>	17/06/2020

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

### REPORT OF THE CHIEF EXECUTIVE

#### LOCAL ECONOMIC RECOVERY PLANNING

##### 1. Purpose of report

- 1.1 The purpose of this report is to seek agreement to commence a process of Local Economic Recovery Planning, put in place a Bridgend County Economic Task Force and to identify the funding available to support an 'Economic Futures Fund'.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015:-**
1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
  2. **Helping people and communities to be more health and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
  3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 As a result of the coronavirus outbreak and the subsequent nationwide 'lockdown' many restrictions have been in place in relation to the functioning of society and the economy. It is now anticipated that in contrast to the short time frame in which Wales transitioned into these restrictions there will now be a far more gradual and longer term transition away from them.
- 3.2 The Welsh Government National Framework 'Unlocking our Society and Economy' sets out a clear and structured methodology for considering options in relation to transitioning the economy and society from the current restrictions in place. The regular review periods required and the announcements and subsequent guidance released by Welsh Government highlight that different aspects of the transition will occur at different times and a different speeds. This approach, based on the evidence available to Welsh Government as the situation unfolds, results in a

constantly changing context against which local economic recovery planning will take place.

- 3.3 Prior to the coronavirus outbreak Bridgend County Borough had 3,770 enterprises, 58,700 employed jobs and an unemployment rate of 4%<sup>1</sup>. However, significant changes were imminent due to the closure of the Bridgend Ford Plant in September 2020 and impacts from the United Kingdom's exit from the European Union and subsequent ending of the transition period in December 2020. The closure of the Bridgend Ford Plant alone was predicted by Welsh Government to result in the loss of 1,700 direct jobs and the removal of £190m GVA from the local economy. Work to plan for the closure and its impact was being coordinated through a Welsh Government Task Force. Evidence relating to the challenges and opportunities resulting from exiting the European Union was emerging and being closely monitored by Bridgend County Borough Council's (BCBC) Brexit Forum.
- 3.4 Throughout the period of lockdown and the transition period to date a large number of research reports have been produced which predict a wide range of short and long term challenges for the economy of Wales. Whilst the specifics of these reports vary, there are a number of emerging themes, such as:
- An increase in the number of businesses ceasing to trade<sup>2</sup>. Early estimates for 2020 suggest that twice as many businesses have closed already compared to the same period in 2019.
  - A fall in the economic output of the economy<sup>3</sup>. The Office for National Statistics (ONS) published figures on June 2020 for the three months from February to April 2020, which showed a decline in the UK economy of 10.4% compared with the previous three-month period.
  - Differing impacts of economic changes witnessed in different sectors of the economy<sup>4</sup>.
  - An increase in unemployment, predicted by the Office for Budget Responsibility (OBR) in April 2020 to rise to 7.6% in 2020, reducing to 6% in 2021.<sup>5</sup>
  - An increase in the number of people living in poverty with the Institute for Public Policy Research (IPPR) estimating in April 2020 that 1.1 million more people in the UK face poverty at the end of 2020 as a result of the coronavirus pandemic<sup>6</sup>
  - A disproportionately larger impact of the above being witnessed in what can be considered as already disadvantaged communities<sup>7</sup>
- 3.5 In addition, for the duration for which they remain in place, the impacts of social distancing requirements in Wales will continue to impact on transport patterns and use, consumer behaviours and the public realm and natural environment.

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<sup>1</sup> ONS data, 2020.

<sup>2</sup> Social Market Foundation, 2020

<sup>3</sup> OBR, 2020

<sup>4</sup> Social Market Foundation, 2020

<sup>5</sup> OBR, 2020

<sup>6</sup> IPPR, 2020

<sup>7</sup> Bevan Foundation, 2020

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

- 4.1 The situation the County Borough finds itself in is unprecedented and constant change is occurring at a significant pace. Guidance from UK and Welsh Governments is evolving with the situation and will continue to do so over the coming months and potentially years.
- 4.2 BCBC has played a key role in facilitating, coordinating and leading the necessary arrangements for dealing with the impact of the coronavirus outbreak on communities and businesses, including for example support through NDR grant payments, extensive information and communication, business diversification support and the provision of resources and training to support businesses to prepare for re-opening and enhance consumer confidence. This has included:
- Over 2,000 local businesses have received support through the NDR grant.
  - Nearly 300 local businesses have been offered support through phase 1 of the Economic Resilience Fund.
  - 2,000 sneeze guards and 300 Covid training courses have been made available to local businesses.
  - Over 200 businesses have completed an on-line survey which will be used to support future planning.
- 4.3 A process of Local Economic Recovery Planning set against this context presents a wide range of challenges, many of which are clear but many of which will emerge in the coming months and years. Whilst BCBC and its partners have so far worked collaboratively to deliver a wide range of responses to the coronavirus outbreak much of this has been as a short term reactions. The ability to react will still be required but must now be coupled with a proactive longer term approach towards Local Economic Recovery Planning. This approach will be linked to the Council's broader approach towards holistic Recovery Planning.
- 4.4 It is therefore proposed that the process of Local Economic Recovery Planning commence by putting in place:
- A Bridgend County Economic Task Force
  - An economic engagement programme
  - A specific ring-fenced budget to support these activities – The Economic Futures Fund.
- 4.5 The task force will be established and chaired by the Leader of Bridgend County Borough Council. It will:
- Assess the impact of the coronavirus outbreak on the local economy and take the necessary collective and individual actions to facilitate the economic and business recovery of the County Borough and support diversification and aid resilience.
  - Draw together senior members of local public sectors organisations, Cardiff Capital Region City Deal, business leaders, representatives of business sectors and trade bodies and other key stakeholders.

- Draw on research and evidence and through the economic engagement programme it will 'ground-truth' this in the County Borough.
- 4.6 The task force will build on and add value to action undertaken by UK and Welsh Government and the Cardiff Capital Region (CCR) City Deal and be positioned to best secure funding and opportunities for Bridgend by identifying and putting in place the specific and locally focused measures needed to support the County's residents and businesses in the short, medium and long-term.
- 4.7 CCR are currently rolling out a number of investment opportunities for the Region. Opportunities aside from the wider investment fund (which is still open for business) that are currently being progressed are:
- Homes for the Region – Viability Gap funding and SME finance
  - Strategic Sites and Premises
  - Future Ready Skills Framework
  - Metro + transport hubs'
  - Improving Digital Connectivity and 5G for the region
  - Challenge Fund and InFuse Programme
- 4.8 The task force will develop an economic plan for the future of the County Borough which will include action to help businesses adapt to the changing economic landscape and improve resilience, as well as support for residents to develop new skills, training and employment opportunities. Work will be aligned with and feed in to the Council's Strategic Recovery Planning group.
- 4.9 The economic plan will be structured around the following core themes:
- Productive and competitive businesses
  - Reducing the factors that lead to income inequality
  - Supporting the transition to a zero-carbon economy
  - Healthier, fairer, and more sustainable communities and local businesses
- These themes link with the current approach by Welsh Government towards the future of Regional Investment in Wales.
- 4.10 The task force will carry out a comprehensive economic engagement programme that will seek to identify the main issues affecting the local Bridgend economy and what are considered to be the most impactful responses. Through a wide range of engagement activities, the task force will, through all its combine networks and partnerships, aim to engage with businesses of all sizes and type and all sectors of the local economy. This engagement process will form a key part of the evidence base to inform the prioritised actions and it will 'ground-truth' research and evidence from outside bodies.
- 4.11 The implementation of the task force prioritised actions and the delivery of the future economic plan will be supported by an Economic Futures Fund of £1.687 million. All members of the task force will be urged to add to this initial budget of what will come to be a key resource in supporting the County Borough's economic future.



4.12 The economic plan and Economic Futures Fund will initially be targeted towards what have been identified as key areas, namely:

- Business and the economy
- Transport
- Public realm and natural environment.
- Digitalisation

4.13 This resource will be a leverage tool, with its deployment aimed at attracting funds from current and future regional and national grant and private sector investment. Allocations will be based on evidence of need and be able to offer demonstrable positive impacts to support the priorities of Local Economic Recovery Planning.

## **5. Effect upon policy framework and procedure rules**

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

## **6. Equality Impact Assessment**

6.1 An initial assessment has identified that there are no equality 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 Template has been completed and a summary of the implications from the assessment relating to the five ways of working is below:

- Long-term: The elements that make up the proposed early action to support Local Economic Recovery Planning have been identified following discussion with key stakeholders and in relation to current understanding of the potential long term challenges and impacts that the coronavirus will continue to have on the local economy. Through the process of Local Economic Recovery Planning and the creation of an economic plan for the area it will be possible to set out a long term response.
- Prevention: A great deal of work has already been undertaken by BCBC and its partners to support the local economy in relation to the impacts of the coronavirus outbreak. As well as a continuation of this ability to react to the situation as it evolves but focusing on recovery effort will be made to take preventative action where the need arises.
- Integration: The proposed Economic Task Force and its links with the Council's broader Recovery Planning approach will ensure an integrated approach to all matters directed at supporting the County Borough through the current situation and it to the future.
- Collaboration: As part of the Council's broader approach to Recovery Planning, work on Local Economic Recovery Planning, will take place with all Council Directorates and in partnership with key stakeholders.

- Involvement: For the Economic Task Force to successfully operate it will require the involvement of senior members of local public sectors organisations, business leaders, representatives of business sectors and trade bodies and other key stakeholders. The economic engagement programme will set out to provide opportunities for all sections of the local economy to be involved in sharing concerns and working towards identified possible actions for the future.

## **8. Financial implications**

- 8.1 The implementation of the task force prioritised actions and the delivery of the future economic plan will be supported by an Economic Futures Fund of £1.687 million. The secretariat function for the task force and the undertaking of the economic engagement programme will be carried out with existing resources within the Economy, Natural Resources and Sustainability Group.
- 8.2 The £1.687 million comprises resources from an established earmarked reserve for Economic Future Resilience of £800,000 and an Economic Stimulus Grant from Welsh Government (WG) of £887,000. This capital grant was awarded to BCBC by WG in August 2019, and one of the main purposes of the grant was to 'provide economic benefits which are aligned with the WG's priorities and which can stimulate wider economic demand at a time when it is needed most'.
- 8.3 An internal panel will be created within BCBC comprising officers from the finance, legal, regeneration, procurement and economy departments. Recommendations for allocation will be made by the panel based on advice from the Bridgend County Economic Task Force. Spend from the capital programme will be subject to approval by Council and monitored through the Capital programme.
- 8.4 If any proposed scheme involves the procurement of works, goods or services then it will comply with BCBC Contract Procedure Rules.
- 8.5 The Economic Futures Fund will set out with an explicit intention of acting as a leverage tool. BCBC will intend therefore to bid for UK, Welsh Government and other grant funding. When external funds are offered, these will not be accepted until the Section 151 Officer and Chief Officer – Legal, HR and Regulatory Services are satisfied that BCBC can comply with all associated terms, conditions and legal requirements and grant procedure rules of BCBC.

## **9. Recommendation(s)**

- 9.1 It is recommended that Cabinet:-
- Approve the creation of a Bridgend County Economic Task Force to be chaired by the Leader of Bridgend County Borough Council;
  - Approve the development of an economic engagement programme;
  - Note that capital approvals from the Economic Futures Fund will be subject to Council approval for inclusion in the Capital Programme.

**Mark Shephard**  
**Chief Executive**  
**10<sup>th</sup> June 2020**

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**Background documents:** None

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

### REPORT OF THE CHIEF EXECUTIVE

#### THE BRIDGEND COUNTY CLIMATE EMERGENCY RESPONSE PROGRAMME

##### 1. Purpose of report

- 1.1 The purpose of this report is to present for approval the creation of the Bridgend County Climate Emergency Response Programme following the declaration of a Climate Emergency by Welsh Government in April 2019.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
2. **Helping people and communities to be more health and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 In October 2018, the United Nations Intergovernmental Panel on Climate Change (IPCC) produced a report on the state of global warming. The report identified that a continued warming of global temperatures will significantly increase the likelihood and resulting impact of floods, droughts and extreme heat. The report stated the importance of limiting global warming and a requirement for an unprecedented scale and speed of action.
- 3.2 In November 2018, the Councils of Bristol and Manchester were among the first to pass motions that declared a 'Climate Emergency' and set ambitious targets aiming to be carbon neutral by 2030 and 2038 respectively to support efforts to limit global warming.

3.3 Welsh Government declared a Climate Emergency in April 2019. Following this the Welsh Government has now committed to achieving a carbon neutral public sector by 2030. In addition, there is a commitment to coordinating action to help other areas of the economy to make a decisive shift away from fossil fuels, involving academia, industry and the third sector. A plan for 2021-26 is already being prepared by Welsh Government to take forward this work.

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

4.1 Bridgend County Borough Council (BCBC) has a crucial role to play through the management of its own resources and assets and the way in which it works with and supports local residents, organisations and businesses to respond to the challenges set out in the IPCC report.

4.2 The BCBC has a role as:

- A community leader – to work with residents, groups and businesses in relation to their energy use and preparing for climate impacts
- A service provider – to deliver more resource efficient services that are less carbon intensive, encourage more resilience and support the most vulnerable in society.
- The manager of an estate – to ensure that the estate and its operations are as resource efficient as possible, to use clean energy and prepare for the impacts of climate change.

4.3 BCBC already has underway a number of relevant initiatives connected to buildings, transport, waste, renewable energy and many other areas of BCBC activity, such as, but not excluded to:

- Active travel (Bridgend to Brackla and Pencoed Tech Park) - £1.6m
- Corporate Landlord Energy Efficiency programme - £1.3m
- Caerau Local Heat Scheme - £9.7m
- The proposed Bridgend Heat Network Scheme, currently under consideration and yet to be finalised - £4.2m

4.4 To support this and set out some immediate action, it is proposed that a Climate Emergency Response Programme be developed to include the following:

- A cross-party member committee to oversee the Climate Emergency Response Programme
- The creation of a dedicated officer role to lead on:
  - Co-ordination of all BCBC services.
  - Collaboration with key public, private and third sector partners.
  - Engagement with local residents.
- The development of a Bridgend County Climate Emergency Citizens' Assembly.
- The development of a Bridgend County Climate Emergency Response Strategy and prioritised action plan, including costings and performance monitoring and reporting procedures.

- The hosting of an annual Bridgend County Sustainability Summit.

## **5. Effect upon policy framework and procedure rules**

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

## **6. Equality Impact Assessment**

- 6.1 An initial assessment has identified that there are no equality 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 Template has been completed and a summary of the implications from the assessment relating to the five ways of working is below:

- Long-term: The elements that make up the proposed Climate Emergency Response Programme have been identified following discussion with key stakeholders and in relation to current understanding of the potential long term challenges and impacts of Climate Emergency and the need to develop a coherent ,coordinated strategy and plan of action.
- Prevention: A clear focus, prioritised action plan and a concerted effort to act in the short term will support work to respond to Climate Emergency and its impacts. In doing so it will be important to learn from other areas.
- Integration: The proposed Climate Emergency Response Programme will achieve this way of working by recognising the strategy, action plan and proposed actions will be arrived at following support from partner organisations.
- Collaboration: The proposed Climate Emergency Response Programme will work across Council directorates through a 'One Council' approach and in partnership with key stakeholders through the Public Service Board and wider networks.
- Involvement: The Climate Emergency Response Programme will be delivered in close partnership with a range of local stakeholders through the proposed engagement mechanisms. Key to this will be the Citizens' Assembly and Sustainability Summit.

## **8. Financial implications**

- 8.1 The annual resource requirement to lead the Climate Emergency Response Programme of £215,000 will be funded from the £2 million public realm and place shaping budget public realm budget newly available to the approved in the Medium Term Financial Strategy in February 2020 Communities Directorate in 2020-21. The value of £215,000 will be for a full year programme, made up of £65,000 staff costs and £150,000 revenue budget.

- 8.2 As part of year 1 of the Programme, a one-off sum of £50,000 will be allocated to support work required to develop the Bridgend County Climate Emergency Response

Strategy and prioritised action plan, including costings and performance monitoring and reporting procedures.

- 8.3 The value required for 2020/21 will be a pro rata figure due to the timing of this report. It is currently anticipated that this will be £80,000, although factors relating to recruitment may affect this.
- 8.4 The resources required for servicing the meetings of the cross-party member committee, the Citizens' Assembly and the Sustainability Summit will be provided through these budgets.
- 8.5 It must be considered that there is an increasing financial risk to BCBC if no action is taken. The harmful impacts of events arising from climate change affect people and property which in turn presents both direct and indirect challenges and costs for BCBC.

## 9. Recommendation(s)

Cabinet is recommended to:

- 9.1 Approve the creation of the Climate Emergency Response Programme as set out in paragraph 4.4 of this report, its initial resource allocation as outlined in paragraph's 8.1 – 8.3 and to receive future reports on its progress.

**Mark Shephard**  
**Chief Executive**  
**8<sup>th</sup> June 2020**

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### **Background documents:**

Special Report: Global Warming of 1.5°C, UN Intergovernmental Panel on Climate Change, October 2018. <https://www.ipcc.ch/sr15/>



## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

#### REPORT OF THE HEAD OF OPERATIONAL SERVICES – COMMUNITIES

#### FLOOD AND WATER MANAGEMENT ACT 2010 - ANNUAL FLOOD INVESTIGATION REPORT

##### 1. Purpose of Report.

1.1 The purpose of this report is to present for approval the Annual Flood Investigation Report 2019-20 in respect of the investigation and reporting of flooding incidents and for Cabinet to endorse the actions to ensure that the Council meets its duties under the Flood and Water Management Act 2010 (FWMA 2010) as set out in the report.

##### 2. Connection to corporate well-being objectives / other corporate priorities.

2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

- **Helping people and communities to be more healthy and resilient** – taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's wellbeing-objectives.

##### 3. Background.

3.1 The Flood and Water Management Act 2010 (FWMA 2010) places a number of statutory duties on Local Authorities in their role as Lead Local Flood Authority (LLFA).

3.2 On becoming aware of a flood in its area, Bridgend County Borough Council (BCBC) as LLFA must, to the extent that it considers necessary, investigate which Risk Management Authorities (RMA) have relevant flood risk management functions and whether each of those RMA has exercised, or is proposing to exercise, those functions in response to the flood.

3.3 Where an authority carries out an investigation it must publish the results of its investigation and notify any relevant RMA.

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

- 4.1 In compliance with Section 19 of the FWMA 2010 an Annual Flood Investigation report for 2019-2020 has been prepared and is attached at **Appendix 1**.

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

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

#### **6. Equalities Impact Assessment**

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

#### **7.0 Wellbeing of Future Generations (Wales) Act 2015 Implications**

- 7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment Template has been completed and a summary of the implications from the assessment relating to the five ways of working is outlined below in respect of the proposed changes to the Shopmobility Scheme:

- **Long-term**

The report details investigations on flood events in the County Borough to be used in the review of flood risk for the authority.

- **Prevention**

The report details investigations on flood events in the County Borough and any potential reasons for the flood impact as well as proposed action in relation to proposed mitigation measures.

- **Integration**

Under Section 19(2) the Council liaises with the other Risk Management Authorities, in the course of investigations.

- **Collaboration**

The Risk Management Authorities in Wales are Natural Resources Wales (NRW), which has an oversight role for flooding from main rivers and the sea, Dwr Cymru/Welsh Water (DCWW) which has an oversight role for flooding from public sewers/water mains and BCBC, as LLFA, which has an oversight role for flooding from ordinary watercourses, surface water and groundwater.

- **Involvement**

In undertaking investigations Officers will discuss events with impacted persons to inform the consideration of causes and impact of flooding events.

#### **8. Financial Implications.**

- 8.1 The costs of investigation and reporting are met within existing Network Management budgets.

## 9. Recommendations.

It is recommended that Cabinet:

- Endorses the actions undertaken to ensure that BCBC meets its duties under the FWMA 2010 as set out in the Annual Flood Investigation Report 2019-2020.
- Approves the Annual Flood Investigation Report 2019-2020.

**Zak Shell**  
**HEAD OF OPERATIONS – COMMUNITY SERVICES**  
June 2020

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### **Background documents:**

Appendix 1

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# **Bridgend County Borough Council**

## **Annual Flood Investigation Report 2019 - 2020**

### **1.0 Introduction**

The Flood and Water Management Act 2010 (FWMA 2010) places a number of Statutory Duties on Local Authorities in their role as the Lead Local Flood Authority (LLFA) in their respective area including under Section 19(1) a duty to investigate flooding within its area, to the extent that it considers it necessary or appropriate:

To comply with Section 19(1) (1), of the FWMA 2010, Bridgend County Borough Council (BCBC) encourages the reporting of flooding incidents and investigates those reported, to ascertain which Risk Management Authority (RMA) has an oversight role and whether this role has been exercised.

The RMA's in Wales are Natural Resources Wales (NRW), which has an oversight role for flooding from main rivers and the sea, Dwr Cymru/Welsh Water (DCWW) which has an oversight role for flooding from public sewers/water mains and BCBC, as LLFA, which has an oversight role for flooding from ordinary watercourses, surface water and groundwater.

Note that although these organisations are responsible for managing flood risk, this does not mean that they are liable for damage caused by flooding. Property owners have a responsibility for protecting their properties and for clearing watercourses and rivers where they are the riparian owner.

Under Section 19(2) the BCBC liaises with the other RMA's, in the course of investigations, records the investigation details and will produce and publish an annual report of investigations undertaken to comply with the requirements of the FWMA 2010.

Whilst local information is recorded, due to the restrictions imposed by the Data Protection Act the published report will not identify individual properties; or property owners but will be restricted to the number of incidents investigated, identification of the RMA with oversight role, the type of flooding experienced and any action taken.

Information recorded will be retained and used in the review of Flood Risk Assessment for the County Borough, including identification of any remedial works to drainage systems under the control of BCBC and potential improvements to drainage systems and/or operations.

The Report covers the Major Flooding Incidents within the County Borough in the period April 2019 to March 2020; it only includes reference to those flooding incidents of which BCBC is aware of.

## **2.0 Flooding incidents 2019/2020**

During this period many investigations were undertaken, of these some related to DCWW apparatus (public sewer blockages/hydraulic overload), also Valleys to Coast (V2C) assets, BCBC assets (culvert/highway drainage/Highway run-off) and several which were established to be domestic private drain blockages or private watercourses, few related to NRW (main rivers).

Of the major flooding incidents that occurred, these resulted in internal flooding to 42 properties, one related to DCWW apparatus, 2No. related to V2C assets, 8No. related to BCBC assets (Culverts/Highway drainage/Highway run-off), 2 cases to NRW (main river levels) and 2 cases due to a defect in private drainage (Including private watercourses). The flooding of the remaining 28 affected properties was due to overland flows and not related to any drainage asset. Internal flooding was avoided in several cases by the timely intervention of BCBC Highways teams, DCWW staff, Fire Service and deployment of sand-bags by BCBC.

Most incidents involved hydraulic overloading of drainage systems, where flows exceeded the capacity of systems. Where flooding was due to blockages in systems these were dealt with either by BCBC working with the riparian owner to resolve, or, directly by BCBC in cases where the issue was on BCBC owned apparatus.

Flooding was also avoided in cases where BCBC had been pro-active through the monitoring of sensors on high risk culverts, checking and clearing culvert grids before and during the flood events.

### **2.1 Major Flooding incidents 24<sup>th</sup>/25<sup>th</sup> Sept 2019**

During the 24<sup>th</sup> September some 88 flooding calls were received over a 12 hour period, 65 related to Maesteg and the immediate surrounding area, with 23 covering the rest of the County Borough including Pyle, Porthcawl, Pencoed and the Garw and Ogmore valleys.

BCBC received a severe weather warning on 23<sup>rd</sup> September and inspections of the hot-spot culverts in the County Borough were undertaken.

On 24<sup>th</sup> September, alarms throughout the County Borough were received from the sensors on the high risk culverts circa 8am, with highway staff requested to attend as soon as possible. The inspector and hazarding team cleared the inlet grid at Heol Faen to ensure that further flows remained in channel, this prevented any further flooding from Heol Faen. Again, the debris removed was a selection of stones/gravel /vegetation/other material. Many calls were received requesting sandbags and these were issued as quickly as possible to properties.

With regard to the Heol Dyfed/Heol Elfed V2C culvert, V2C have their own alarm system, BCBC are only able to contact V2C through their switchboard system and the out of hours switchboard; however V2C was made aware by BCBC of the ongoing incident and its high importance and that BCBC was supplying sandbags to affected residents.

Flooding also occurred in other parts of Maesteg, including Talbot Street, Yr Ysfa, Cwmfelin and Garn Road. Operatives, apparatus and sandbags were deployed as quickly as possible to assist.

Severe weather continued into 25<sup>th</sup> September and resources continued to be deployed to manage and reduce the risk of flooding.

Officers from the Flood and Coastal Management Section carried out door-knocking visits in the area, following the flood event, to ascertain details of who had been affected and how, also to commence a review of the works carried out and to identify any improvements which can be made.

A CCTV survey has been carried out on the Heol Faen culvert to confirm that the line is free from blockages. Investigations are ongoing in Talbot Street and Yr Ysfa to identify any possible improvements to the drainage systems. In Talbot Street the drainage system has been checked and found to be in working order; however an additional highway gully is to be installed in the area of flooding to act as a secondary drain in case of future blockages, it was noted that the Llynfi River was at an extremely high level, which would contribute to the hydraulic overloading by reducing the effective discharge rate of the highway/surface water drainage system. Investigations are currently ongoing to try to identify any possible improvements to the system. At Yr Ysfa the inlet structures have been cleared, the piped drainage system has been surveyed to ensure that there are no major blockages and a contractor engaged to carry out root cutting and removal of minor debris/silt.

The Flood and Coastal Management Section is working to identify any improvements that can be made to the system and in discussions with BCBC Corporate Landlord to agree any revised inspection regime.

Most of the flooding was due to hydraulic overloading of drainage systems during the extreme weather event, where flows exceeded the capacity of systems.

Following this Flood Event an evening meeting was held on 13<sup>th</sup> March 2020 with residents of the Garth area, attended by Officers, Members, AM and MP, to discuss the changes and improvements already made, following the flooding in 2016, together with future initiatives which may further reduce and manage flood risk.

As a result of this event in September 2019 the following action plan has been identified:-

Location	Proposed action	Link to BCBC Flood Risk Management Plan – EU reporting Code	Status/Notes
Heol Faen, Garth	CCTV survey of culverted water course	M41- Preparedness	Survey undertaken and no significant defects noted February/march 2017 (Survey repeated Sept 2019)

Heol Faen/Heol Dyfed Garth	Arrange public meeting to discuss progress to date and possible future improvements	M41- Preparedness	Meeting held 13 <sup>th</sup> March 2020
Talbot Street Maesteg	Carry out survey of highway drainage and surface water system	M41- Preparedness	Inspection undertaken 17/11/19 no significant defects, suspect hydraulic locking due to high river levels
Talbot Street Maesteg	Install additional highway drainage	M41- Preparedness	Order raised awaiting resources to become available
Heol Dyfed, Garth	Investigate to identify possible improvements to system	M41- Preparedness	Identify possible mitigation within upstream catchment.
Yr Ysfa Maesteg	Cleansing/root cutting/CCTV	M41 – Preparedness	Due May 2020
Yr Ysfa Maesteg	Agree inspection and maintenance regime with holding dept.	M41- Preparedness	Ongoing with BCBC Corporate Landlord
Yr Ysfa Maesteg	Investigate to identify possible improvements to system	M41- Preparedness	Produce report by July 2020

## **2.2 Major Flooding incident 15<sup>th</sup> February 2020**

The period through February and March 2020 saw unprecedented rainfall/storm events on an almost weekly basis, these resulted in significant flooding throughout Wales and in Bridgend County Borough it affected the whole of the County Borough stretching resources over the coastal, central and valleys communities.

Storm Dennis hit on the evening/night of 15<sup>th</sup> February, teams had been deployed on the Friday to check known vulnerable areas, to ensure that drainage systems were prepared. The heavy rain storm mainly affected the valleys; more than sixty calls were received out of hours with the inspectors and operatives working to check culverts, clear blockages, deliver sand-bags also deal with fallen trees, highway flooding/road closures. Whilst alarms were triggered at several of the culvert entrances these were checked and if necessary cleared as soon as possible, two culvert entrances overtopped briefly, one at Wyndham Street Ormore vale and one in Pencoed; these were cleared quickly with no properties adversely affected.

Eleven properties are known to have flooded internally, ten residential and one commercial, the majority of these in Ogmore Vale.

The flooding in Ogmore Vale appears to have been mainly due to blockages at culvert entrances, partly due to hydraulic overload of systems and high river levels causing hydraulic locking to outlets forcing flows to run down the highway and into properties with low thresholds.



### **2.3 Major Flooding incident 24<sup>th</sup> February 2020**

Heavy rainfall occurred again on 24<sup>th</sup> February, mainly affecting the Ogmores and Garw valleys. Teams were deployed to deliver sandbags requested and to check and clear drainage systems. No properties were known to have flooded internally on this occasion.

### **2.4 Major Flooding incident 28/29<sup>th</sup> February 2020**

28<sup>th</sup>/29<sup>th</sup> February saw the area hit by Storm Jorge. All parts of the County Borough were affected. Over 150 calls were received during the working day with more than 20 further calls out of hours. Teams were deployed throughout the County Borough, delivering sandbags, clearing debris from drainage systems, closing/clearing and managing flooded roads also liaising with the police and fire services.

Flooding was experienced from many sources, overland flows sheeting from already saturated higher ground, hydraulic overload of the public and highway drainage systems, overtopping of a main river at Pencoed.

Around 17 properties were believed to have flooded internally 16 residential and one commercial, most affected was the Llangeinor area where the run-off from higher ground overwhelmed the drainage systems and brought debris down onto the main road causing it to be closed for safety, for a period.

A blockage within a culverted watercourse caused flows to surcharge in Llangeinor flooding lower properties, temporary works were undertaken using sandbags to divert flows back into the culvert lower down. An investigation found the blockage within a partially buried chamber in the rear garden of a house. The blockage was severe and it took several attempts, trying various methods to clear.

### **2.5 Major Flooding incident 9/10<sup>th</sup> March 2020**

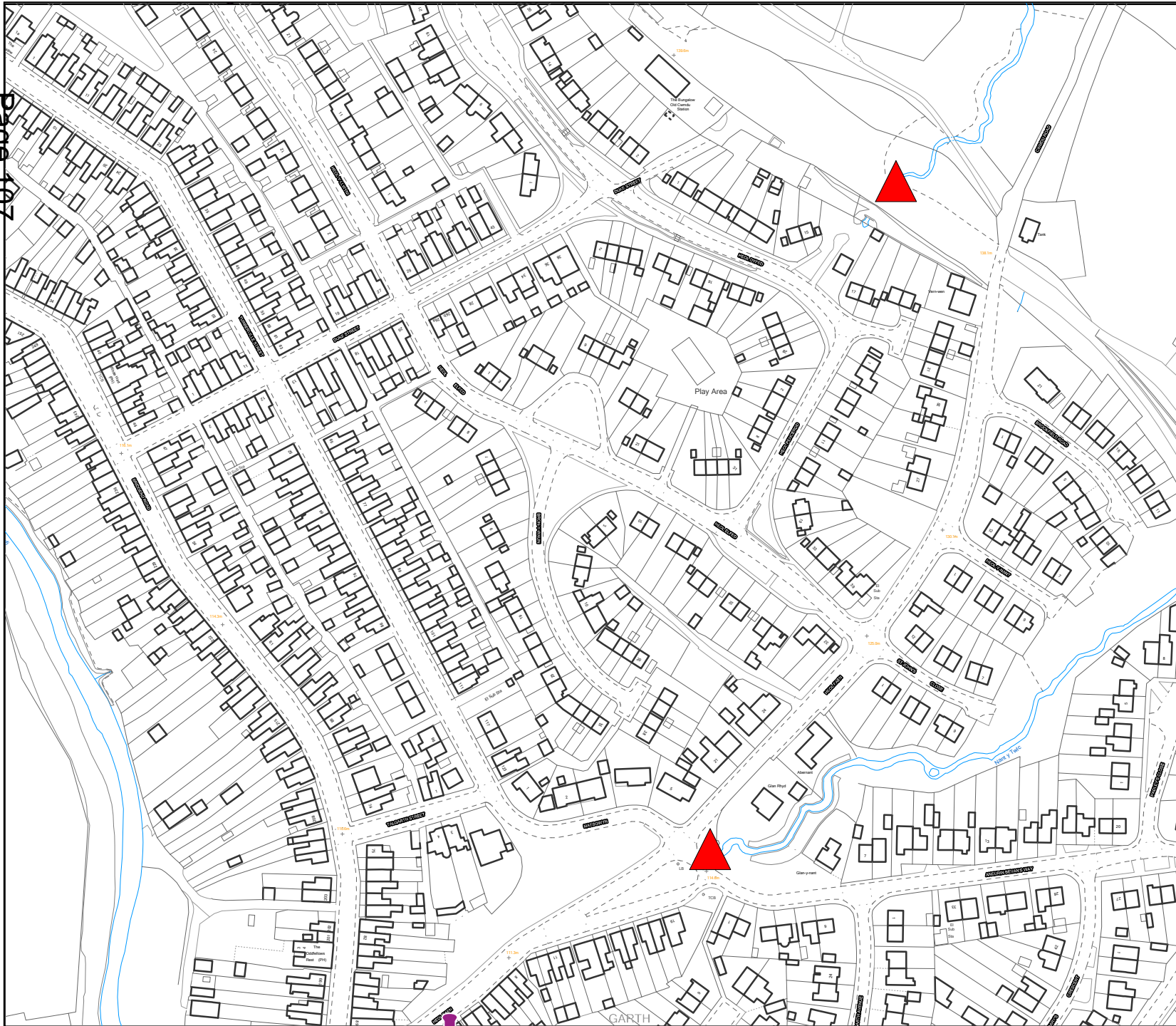
Extremely heavy rainfall hit the County Borough starting late afternoon, carrying on overnight and through to the following morning. Over 20 calls were received out of hours requiring teams to deliver sandbags, close two roads and work to clear blockages also liaise with the police and fire services. No known internal flooding during this event.

As a result of these events in February/March 2020 the following action plan has been identified.

<b>Location</b>	<b>Proposed action</b>	<b>Link to BCBC Flood Risk Management Plan – EU reporting Code</b>	<b>Status/Notes</b>
Commercial Street Ogmores Vale	Carry out survey of culverted watercourse to identify any restrictions	M41-Preparedness	Initial survey delayed due to access issues river levels, now proposed mid-May

Commercial Street Ogmore Vale	Investigate to identify any improvements which may reduce the likelihood of future flooding	M41- Preparedness	Awaiting results of CCTV, Any proposals would be subject to discussion/approvals and funding
Commercial Street Ogmore Vale	Arrange public meeting to discuss concerns regarding the flooding and explain Council's current position and future proposals	M41- Preparedness	Currently postponed due to Covid 19 lockdown
Craiglas Llangeinor	CCTV survey of culverted water course	M41- Preparedness	Survey undertaken and no major defects noted March 2020
Craiglas Langeinor	Arrange discussion with riparian owners and Local Member with regard to future maintenance of system	M41- Preparedness	Currently postponed due to Covid 19 lockdown

**Note: BCBC has no statutory duty to clear blockages in watercourses/culverts in areas it does not own; this is the duty of the riparian (land) owner(s). When aware of a problem BCBC will endeavour to persuade a land-owner to carry out necessary work. If this fails BCBC does have permissive powers under Section 25(1) of the Land Drainage Act 1991 which can be used, after consultation with Natural Resources Wales, to compel a land-owner to take action, or, on expiration of notice to carry out necessary work at the land-owners expense.**



### Culvert Entry Points



Heol Dyfed and  
Heol Faen Garth

Scale: 1 : 2500  
Date: 10/03/2020

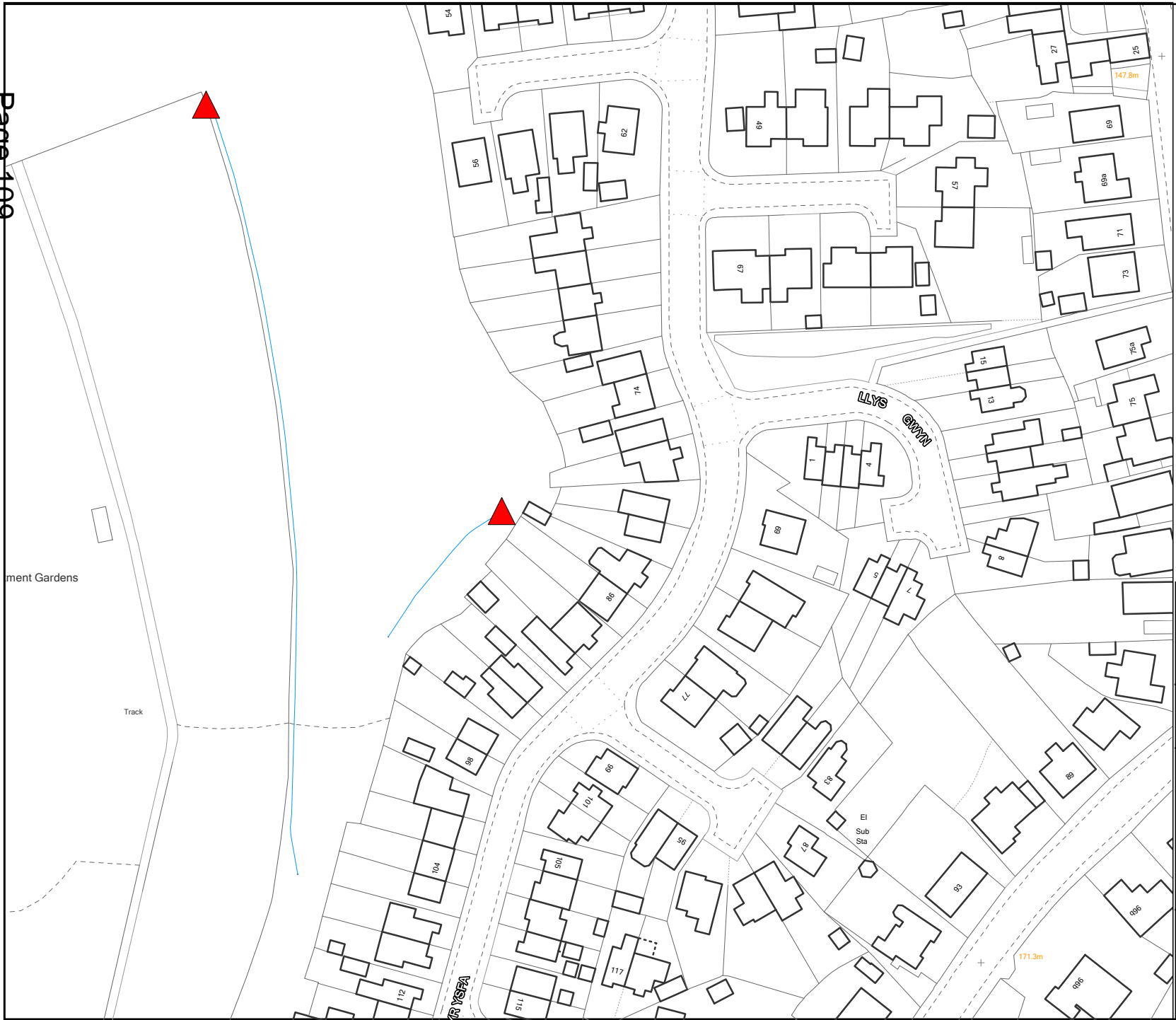


Communities Directorate

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### Culvert Entry Points



Yr Ysfa Maesteg

Scale: 1 : 1250  
Date: 10/03/2020

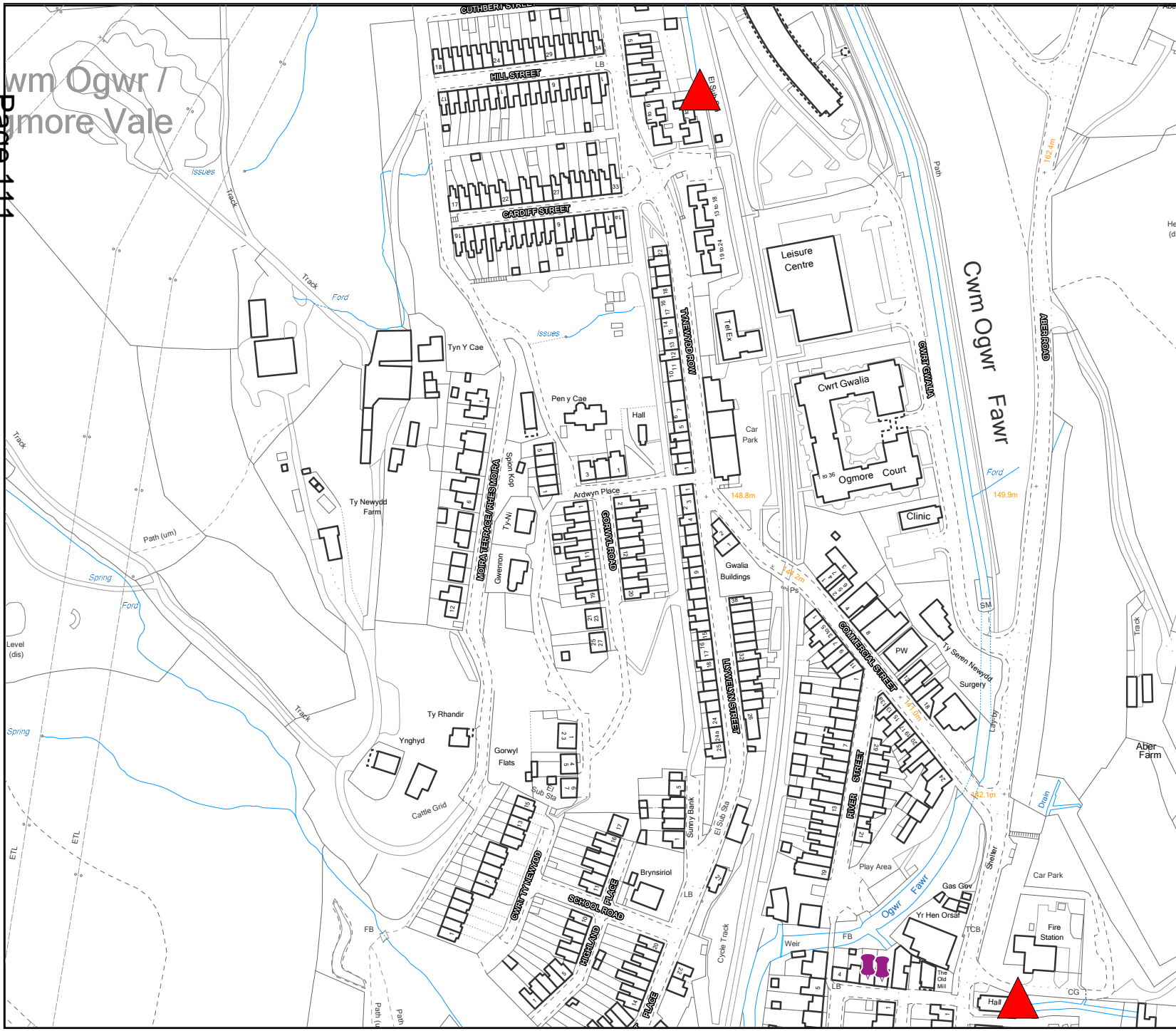


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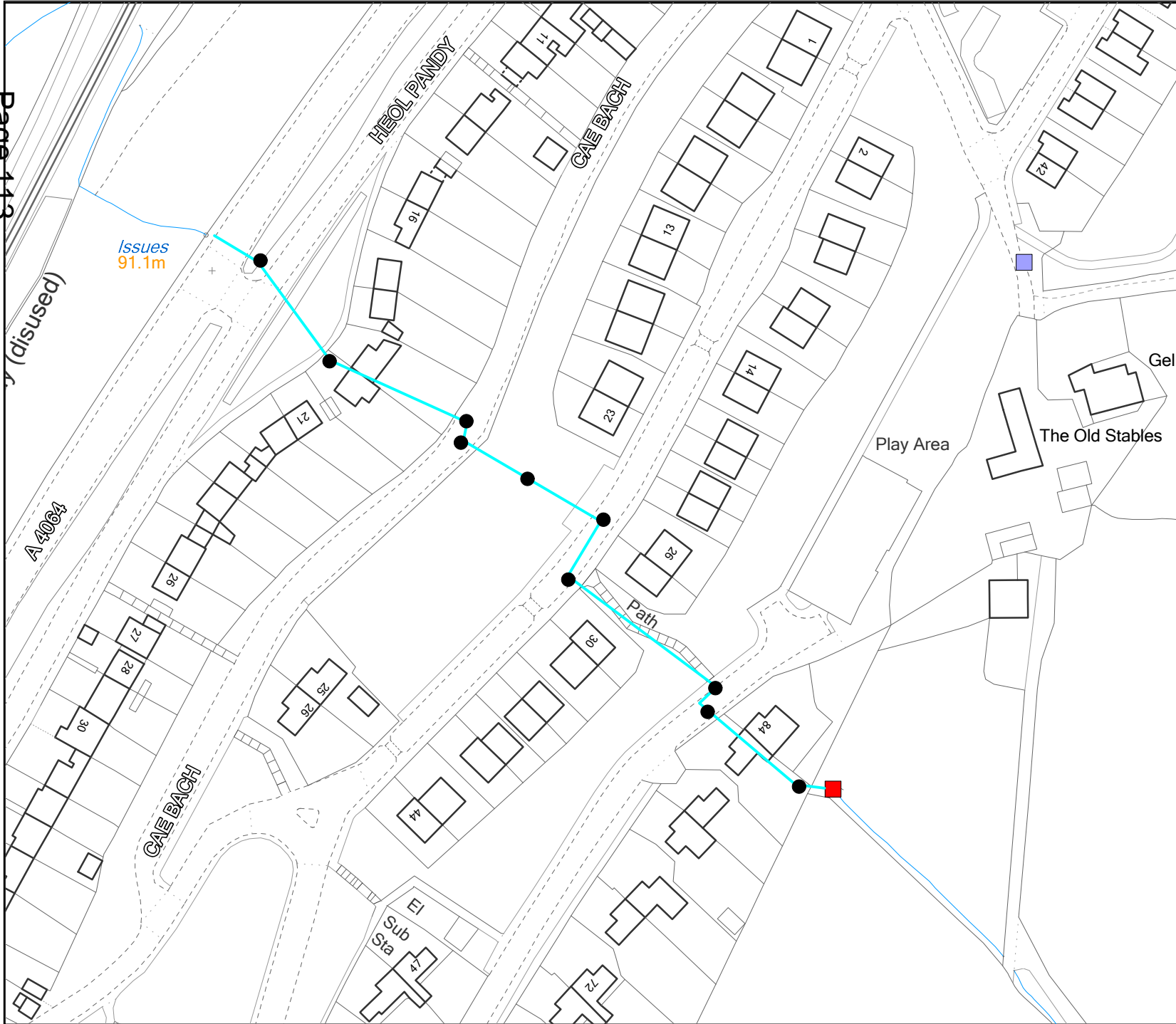




Culvert Entry Points

	<p><b>Commercial St Ogmore vale</b></p>
<p><b>Scale: 1 : 2750</b> <b>Date: 10/03/2020</b></p>	
<p><b>Communities Directorate</b></p> <p><b>Bridgend County Borough Council, Civic Offices, Angel Street, Bridgend, CF31 4WB</b></p>	
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 <p><b>Craiglas Llangeinor</b></p>	
<p><b>Scale: 1 : 1250</b> <b>Date: 10/03/2020</b></p>	
<p><b>Communities Directorate</b></p> <p><b>Bridgend County Borough Council, Civic Offices, Angel Street, Bridgend, CF31 4WB</b></p>	
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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

#### REPORT OF THE CHIEF EXECUTIVE

#### THE PROVISION OF BEACH AND WATER SAFETY SERVICES IN PARTNERSHIP WITH THE ROYAL NATIONAL LIFEBOAT INSTITUTION (RNLI).

##### 1. Purpose of report

- 1.1 The purpose of this report is to provide an update on provision of Beach and Water Safety services by the Royal National Lifeboat Institution (RNLI) for 2020 following the coronavirus outbreak. The purpose of the report is also to request approval to establish a new long term partnership arrangement with the RNLI to operate a seasonal beach lifeguarding service at local beaches and in doing so seek a waiver under paragraph 3.2.3 of the Council's Contract Procedure Rules from the requirement to obtain quotes or tenders by open competition and agreement to enter into a contract with the RNLI.

##### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-

1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
2. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 The coronavirus outbreak has had a fundamental impact on the delivery of services undertaken by Bridgend County Borough Council (BCBC) and its partners during the period of the nationwide lockdown. The lockdown, which has placed restrictions on movement, has also impacted on plans and preparations for services which will be delivered in the coming months as the restrictions are amended as directed by Welsh Government.
- 3.2 The RNLI were unable to provide the planned early summer lifeguard season on Porthcawl's beaches due to the impact that lockdown and restrictions on movement had on recruitment, induction, training and deployment of lifeguards as well as on the organisation's ability to deliver the infrastructure that supports lifeguards in the background. It created an unprecedented situation for the organisation that affected

all those involved in delivering the RNLI's lifeguard service – full-time staff, seasonal employees, trainers, delivery partners and landlords.

3.3 In addition to that, the lifeguard service costs for the provision on Porthcawl beaches costs the RNLI more than the contribution made by BCBC and its partners, currently by a ratio of 3:1. Lockdown and restrictions on movement have severely impacted on the RNLI's ability to raise funds in their usual ways to have a level of resource required to deliver a full service.

3.4 Over recent weeks BCBC officers and staff from RNLI have been involved in a four step process to determine a level of service that is feasible and safe. This involved determining the following:

- Step 1: High Profile Beaches. Those beach lifeguard units that cover high profile beaches, with an aim to initially focus service delivery at these locations.
- Step 2: Risk Based Priority. All RNLI lifeguard services have been developed on a risk-based approach. A review was undertaken combined with an analysis of statistical information collected by lifeguards to help determine the future roll out. This assisted in focusing service delivery on beaches where there is a higher than average likelihood of incidents occurring.
- Step 3: Seasonality. 70% of all incidents lifeguards deal with occur in July and August. This supported determining the time period of service delivery to have the largest impact.
- Step 4: Geography: Work to maintain access to a lifeguarded beach for the highest number of people, providing a spread of locations across Porthcawl's beaches.

3.5 Planning for a 2020 provision has been influenced by:

- The notice period prior to the amending of Government restrictions
- The ability and the availability of lifeguards to deploy and, in some cases, train at short notice
- The overall logistics required to run an effective service
- Beach risk profile (which may have changed in light of travel restrictions and social distancing requirements)
- Historical rescue data
- Reviewing what infrastructure is already in place and where the gaps are

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

4.1 BCBC officers in partnership with the RNLI have reached an agreement in relation to the provision on beach and water safety services for the summer season 2020, which, based on the four step process outlined in 3.4 and the influencing factors outlined in 3.5, offers an efficient and effective deployment of resources given the constraints in place across Porthcawl's beaches. The provision launched involved the following, which is subject to monitoring and may change:

- Rest Bay: 20th June with a finish date of 6th September.
- Coney/Sandy Bay: 4th July with a finish date of 6th September.
- Trecco Bay: 4th July with a finish date of 6th September\*.

*\*Subject to confirmation of funding from Parkdean holiday park at Trecco Bay related to re-opening etc*

- 4.2 The service which has gone live was agreed with the RNLI based on a level of resource available to them at the time and their assessment of risk. It sees RNLI deploy lifeguards in key locations and BCBC utilising existing staff members to undertake an added element of Beach Patrol activity.
- 4.3 This revised provision, which has been communicated via BCBC media releases and social media awareness raising, went live on the 20<sup>th</sup> June 2020 and will continue into September. Delivery will be monitored in line with Welsh Government guidelines as they evolve and restrictions on movement change. Any changes to the service will be communicated to stakeholders and members of the public.
- 4.4 The level of provision that BCBC has been able to secure in partnership with the RNLI is due to the strong and positive working relationship that exists and the commitment to building on that relationship in the future.
- 4.5 The 2020 season is the third season of the current agreement with the RNLI. The agreement has provided value for money, been delivered successfully and provided a level of safety for beach visitors which would otherwise not have been available. It has become a core element of the offer for tourists to the area and assisted the County Borough in maintaining two Blue Flag beaches.
- 4.6 It is therefore proposed that BCBC and the RNLI enter into a new three year partnership agreement to operate seasonal beach lifeguarding services at Porthcawl's beaches, commencing in 2021.
- 4.7 It is proposed that the core funding contribution by BCBC is a fixed figure of £38,000 per year. In addition to this, additional funding will be sought from key stakeholders to enhance the level of resource available as has been with the previous agreement. However, any agreement will be based on a standard contribution of £38,000 per year, and this would impact on what the RNLI are able to offer in return.
- 4.8 The agreement would be based on the following requirements:
- The RNLI would generate investment towards the total costs of operations, which will be supplemented through the arrangement with BCBC.
  - The provision for each season will be based on a recommendation from the RNLI, developed following a risk assessment of each of the beaches covered. RNLI will seek agreement from landowners for this provision.
  - The RNLI will manage the recruitment, training, event cover, equipment, uniforms, supervision and management of lifeguards and ensure the shared use of facilities and joint working arrangements with local clubs within the parameters of the agreed resources.
  - The RNLI will work with local stakeholders to consider options for additional services beyond those agreed within the parameters of the core service, provide cost estimates for such additional services and support local stakeholders to consider alternative additional resources required.

- Throughout each season regular update meetings will take place between BCBC and RNLI and the RNLI will produce an end of season report each year.

4.9 Such an agreement will require a waiver of the Contract Procedure Rules relating to the requirement to obtain quotes or tenders by open competition for the provision of the services on the basis that the services can be provided by only one particular tenderer in accordance with rule 3.2.3. In proposing such an action it is highlighted that the RNLI is a unique organisation in respect of such services due to its core focus on coastal safety. What is proposed here currently operates successfully in other Local Authority areas, such as Swansea, Neath Port Talbot and the Vale of Glamorgan.

## **5. Effect upon policy framework and procedure rules**

5.1 This report is requesting a waiver under the Council's Contract Procedure Rules in respect of the procurement of these services.

## **6. Equality Impact Assessment**

6.1 Screening has highlighted that no issues arise as a result of this report.

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

7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment Template has been completed and a summary of the implications from the assessment relating to the five ways of working is below:

- Long-term: The elements that make up the proposed delivery for 2020 and the new three year agreement with the RNLI have been identified following discussion with key stakeholders and in relation to current understanding of the potential long term challenges and impacts of coronavirus and Welsh Government guidelines.
- Prevention: A clear four step process, based on research and evidence has been undertaken to develop a service provision in the short term that seeks to provide a level of beach and water safety service appropriate in the current context.
- Integration: The service delivery for 2020 has been based on approaches being undertaken in other areas, the approaches being taken in relation to other BCBC services and support from partner organisations.
- Collaboration: The service delivery for 2020 is based on collaboration between BCBC and its range of service areas and the RNLI.
- Involvement: The service for 2020 will be delivered in close partnership with a range of local stakeholders through existing engagement mechanisms. The delivered will be closely monitored with information for review sought from partners. The future agreement will be based on involvement of local land owners and other service providers.

## **8. Financial implications**

- 8.1 The delivery of the proposed beach and water service provision for 2020 through activity by RNLI and BCBC Beach Patrol referenced in 4.1 and 4.2 will be achieved utilising existing BCBC budgets for Coastal Services.
- 8.2 The annual budget currently available for BCBC to contribute towards the overall cost of delivering the seasonal lifeguarding service is £38,000. This report seeks for BCBC to enter into a partnership arrangement for a commitment to 2023/2024. This agreement will however include clauses relating to flexibility of service. In previous financial years Porthcawl Town Council contributed funds along with Parkdean. At this time it is proposed to seek additional funding from these key partners and other stakeholders to enhance the resources committed by BCBC. If additional funds are not secured then the service will be based on the provision of a core service with a base budget of £38,000 per year.
- 8.3 Should there be additional service proposals developed by the RNLI in partnership with local stakeholders beyond the parameters of the core service then then funding for these will be sought from other sources and any variance agreed to the contract value would comply with the service level agreement.

## **9. Recommendation(s)**

Cabinet is recommended to

- 9.1 Note the process undertaken by BCBC officers and RNLI to determine the level of beach and water safety service communicated prior to its launch on 20<sup>th</sup> June 2020 and the on-going monitoring process.
- 9.2 Authorise the Corporate Director, Communities to finalise negotiations with the RNLI and enter into a three year partnership arrangement and associated service level agreement with the RNLI and in doing so agree a waiver under paragraph 3.2.3 of the Council's Contract Procedure Rules.

**Mark Shephard**  
**Chief Executive**  
**30<sup>th</sup> June 2020**

**Contact Officer:** Ieuan Sherwood  
Group Manager: Economy, Natural Resources and Sustainability

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**E-mail:** [ieuan.Sherwood@bridgend.gov.uk](mailto:ieuan.Sherwood@bridgend.gov.uk)

**Postal Address:** Bridgend County Borough Council, Communities Directorate, Angel Street, Bridgend, CF31 4WB

**Background documents:**

None

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

#### REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

##### ABSORBENT HYGIENE PRODUCTS WELSH GOVERNMENT GRANT

#### 1. Purpose of report

- 1.1 To seek Cabinet approval on the allocation of a Welsh Government grant to support Absorbent Hygiene (AHP) recycling services, suspend the relevant council's Contract Procedure Rules and delegate authority to the Head of Operations - Communities to liaise with Kier to purchase vehicles and equipment to support the AHP service.

#### 2. Connection to corporate well-being objectives / other corporate priorities

- 2.1 This report assists in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015**:-
  1. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

#### 3. Background

- 3.1 During the procurement of the council's waste contract in 2017, the Council introduced a separate kerbside collection and recycling of absorbent hygiene products. This has been a popular service since its introduction and 1,187T of this waste was diverted from landfill in 2019-20. There are currently 7,000 registered service users (end of May 2020) and this is regularly managed to avoid unnecessary visits to those who no longer require this service.
- 3.2 Welsh Government (WG) is now developing a joint programme with local authorities to improve the recycling levels of AHP. By taking an 'all Wales' collaborative approach, the aim is to provide a long term and financially sustainable treatment for AHP waste. There are two phases to this programme which addresses collections and treatment and, in order to secure sufficient levels of participation, Welsh Government has made capital funding available for the purchase of vehicles, containers and depot changes, providing that there is a 7 year commitment from local authorities to the programme.
- 3.3 Nine Welsh local authorities, including the council, currently provide separate AHP collection services and in order to ensure equity of funding, Welsh Government negotiated a capital grant equivalent to the capital cost of existing AHP services for each of those nine local authorities. This grant can be used for non AHP services, at the discretion of local authorities. However, any expenditure must demonstrate how the grant leads to higher recycling levels and/or zero waste aspirations.

- 3.4 This council made an application for grant funding and in November 2019 was awarded £238,079 for the purchase of specialist vehicles, containers and depot improvements. The addition of the capital grant to the Capital Programme was approved by Council on the 22<sup>nd</sup> January 2020.
- 3.5 In order to resolve their fleet issues in dealing with AHP waste, Kier had already initiated the purchase of 2 vehicles and had determined a suitable specification, manufacturer and quotation. This purchase has since been postponed in order for the council to resolve financial and legal implications in administering the grant.
- 3.6 Due to the timescales for vehicle production and commissioning, it would not have been possible to spend the grant prior to the deadline of 31<sup>st</sup> March 2020. Therefore, WG agreed that the Council could utilise the original grant funding for other capital expenditure incurred in accordance with part 1 of the Local Government Act 2003 at our discretion and to then reallocate an equivalent amount to this AHP programme in 2020-21.

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

- 4.1 Under the council's Contract Procedure Rules, purchases over £100,000 must be tendered and advertised on Sell2Wales as a minimum. Deviation from this procedure requires Cabinet approval to suspend the Contract Procedure Rules. Purchases under £25,000 require a minimum of three quotes to be obtained for the goods or services.
- 4.2 The council's fleet services undertook a soft market exercise to determine whether the required specialist vehicles could be purchased at a comparable rate to those acquired by Kier Environmental Services. As these vehicles aren't in our usual 'stock', the council does not benefit from any market discounts and there appears to be an approximate increase in costs of £5,000 per vehicle, in comparison to those negotiated by Kier.
- 4.3 It would therefore, be in the best interest of the service to delegate authority to the Head of Operations – Communities to liaise with Kier to purchase the two AHP vehicles but the vehicles remain in the ownership of the council. However, Kier would maintain the safety and maintenance of the vehicle throughout the contract period. At the end of the contract period, the vehicles would be returned to the council. The Council will benefit from a financial reduction in the annual contract cost for these items. This will require a variation to the waste contract.
- 4.4. Cabinet needs to be aware that by not complying with the Council's Contract Procedure Rules the Council is exposed to the risk of potential challenge from other providers of such vehicles as we are purchasing the vehicles without any competition which breaches the requirements of procurement legislation.
- 4.5 The grant would also support the purchase of two skips for the temporary storage of AHP. This would ensure that the material is segregated throughout the collection and transportation process to avoid contamination. It is requested that authority be delegated to the Head of Operations – Communities to liaise with Kier to purchase these skips in compliance with the Council's Contract Procedure Rules. At the end

of the contract period, the skips are transferred back to the council. This again will require a variation to the waste contract.

- 4.6 The purchase of AHP bags and containers is already required under the contract with Kier and the grant funding shall be allocated to support this purchase through the existing conditions within the waste contract, thereby reducing the overall cost of the contract to the Council as it will no longer need to fund those costs from its own budget. The purchase of AHP bags and containers shall be carried out by Kier in accordance with the provisions of the waste contract.
- 4.7 Tondu Transfer Station and Community Recycling Centres operates under a licence from National Resources Wales (NRW). During 2019, NRW inspected the sites and directed drainage improvement works to allow the continued use of external storage areas. In an effort to limit the risk of NRW restrictions, Kier immediately instructed a contractor to install and repair drainage within these sites.
- 4.8 The Council leases Tondu Transfer Station and Community Recycling Centre to Kier and the lease specifies a maintain and repair obligation on Kier. However, the service recognises that these drainage works go beyond these requirements and these alterations were a direct consequence of NRW intervention for improved standards for site operations. These drainage works will allow continued use of the land for waste management, beyond the end of the contract period.
- 4.9 Kier have made us aware of these improvement works as they progressed and have requested a contribution to the cost incurred. As these improvements allow greater use of the site yards for storage, it creates an opportunity to protect against contamination risks from AHP storage. Therefore, these works can be allocated to the grant funding and it is recommended that the council contribute £29,877.29 which equates to 60% of the value of the works. (this value formed part of the original funded £238k bid to Welsh Government).
- 4.10 It should be noted that the works were not procured by Kier in accordance with the Council's Contract Procedure Rules therefore there is again a risk of challenge to the Council as detailed in paragraph 4.4 above.

## **5. Effect upon policy framework and procedure rules**

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

## **6. Equality Impact Assessment**

- 6.1 An Equalities Impact Assessment has been carried out and is attached in **Appendix A** and no groups with protected characteristics identified by the Equalities Legislation 2010 are considered to be adversely affected by the contents of this report

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

- 7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment based on the 5 ways of working and any requisite mitigating measures have been set out in **Appendix B**.

- 7.2 **Long term** – The grant funding is intended to support all local authorities in Wales to collect and recycle AHP. Where these services already exist, the funding can be utilised to offset costs associated with waste services.
- 7.3 **Prevention** – This grant funding secures AHP recycling and reductions in residual waste which will increase recycling levels
- 7.4 **Integration** – The grant funding will support purchases of vehicles and equipment which will reduce the cost of the service through the Council's waste contract.
- 7.5 **Collaboration** – This grant is awarded by Welsh Government in order to generate interest an all Wales resolution for recycling of AHP.
- 7.6 **Involvement** – This funding should improve collection methods for service users and create efficiency in the service

## 8. Financial implications

- 8.1 The AHP Capital grant received from WG in 2019-20 was approved by council in January 2020. The spend was displaced on other projects in 2019-20 due to the timing of the award in the financial year and the requirement to resolve both financial and legal implications of the grant, and therefore is available for use in 2020-21.
- 8.2 The proposed expenditure is in line with the offer letter from Welsh Government and the council has demonstrated how the grant leads to higher recycling levels and/or zero waste aspirations in line with the conditions of the grant.
- 8.3 The purchase of the AHP vehicles relating to the AHP service would generate a deduction to contract costs with Kier of approximately £33,616 per year

## 9. Recommendations

- 9.1 It is recommended that Cabinet:
- 9.1.1. approves the allocation of £238,079.00 to fund the items which are the subject of the original application to Welsh Government for the Welsh Government AHP Grant;
- 9.1.2 suspend the relevant part of the Council's Contract Procedure Rules and delegate authority to the Head of Operations - Communitiesto liaise with Kier to purchase two vehicles for AHP collections on behalf of the Council;
- 9.1.3 delegate authority to the Head of Operations - Communitiesto liaise with Kier to purchase two skips specifically for the storage of AHP waste on behalf of the Council in accordance with the Council's Contract Procedure Rules;
- 9.1.4 approves a partial repayment of £29,877.29 to Kier for the drainage improvement works which were carried out at Tondu Transfer Station and Community Recycling Centres
- 9.1.5. delegate authority to the Head of Operations – Communities in consultation with the Interim Head of Finance and Section 151 Officer and Head of Legal, HR and Regulatory Services to agree the terms of the deed of variation to the

waste contract with Kier and to arrange execution of the deed of variation on behalf of the Council, subject to such delegated authority being exercised in consultation with the Head of Legal, HR and Regulatory Services.

**Zak Shell**  
**Head of Operations - Communities**  
**15<sup>th</sup> June 2020**

**Contact officer:** Sian Hooper  
Cleaner Streets & Waste Contract Manager  
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**Postal address:** Bridgend County Borough Council  
Civic Offices  
Angel Street  
Bridgend  
CF31 4WB

**Background documents:** None

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## Equalities Impact Assessment (EIA) Screening Form

Department	Communities	Completed by (lead)	Date of initial assessment	Revision date(s)	
Street Scene	Communities	Sian Hooper	03.06.20		
Name of policy being screened:		<b>AHP WELSH GOVERNMENT GRANT</b>			
Who is responsible for delivery of the policy?		<b>Street Scene</b>			
Is this an existing or new function/ policy, practice, procedure or decision?		<b>New grant funding awarded to support existing AHP service</b>			
Brief description and aim of policy:		<b>The acceptance of grant funding to support the council's Absorbent Hygiene Products kerbside collection service</b>			
Does this policy relate to any other policies (please state)		<b>no</b>			
Who is affected by this policy (e.g. Staff, residents, disabled people, women only?)		<b>Service users both current and in the future who use this service for disposal of nappies or adult incontinence pads.</b>			
What evidence has been used to inform the assessment and policy? (please list only)		<b>Grant top support an existing contracted service</b>			
If this is a review or amendment of an existing policy, has an EIA been carried out? Please include date of completion:		<b>None exists</b>			
If an EIA exists, what new data has been collected on equality groups since its completion?		<b>None exists</b>			
			Yes	No	Unknown
Is this policy an important or large scale function				<b>√</b>	
Is it likely the policy will impact upon a large number of staff, residents and/or contractors?				<b>√</b>	

Is it possible that any aspect of the policy will impact on people from different groups in different ways?					
Characteristic	High (H)	Med (M)	Low (L)	None	Explanation of impact
Age				x	
Disability				x	
Gender Reassignment				x	

Race				x			
Religion/ Belief				x			
Pregnancy and maternity				x			
Sexual Orientation				x			
Sex				x			
Civil Partnerships and Marriage				x			
Welsh Language				x			
What is the risk that any aspect of the policy could in fact lead to discrimination or adverse effects against any group of people? ( <a href="#">see guidance notes for list of protected characteristics</a> )							
None anticipated							
What action has been taken to mitigate this risk?							
Service will continue as before. The funding will support operational aspects of contract							
Could any aspect of the policy help BCBC to meet the main public sector duties? Bear in mind that the duty covers nine protected characteristics.							
Duty					Yes	No	Unknown
Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Act						x	
Advance equality of opportunity between persons who a relevant protected characteristic and persons who do not share it						x	
Foster good relations between persons who share a relevant protected characteristic and persons who do not share it						x	
Please set out fully your reasoning for the answers given above including an awareness of how your decisions are justified.							
This service already caters for residents who require additional collection for Absorbent Hygiene Products. The planned service adjustments will not affect their collections.							
Could any aspect of this "policy" assist Bridgend County Borough Council with its compliance with the Welsh Language Standards and the Welsh Language (Wales) Measure 2011							
					Yes	No	Unknown
The policy would impact on people's opportunity to a) use the Welsh language in a positive or negative way and b) treat both languages equally						x	
The policy could be changed to have a positive effect or increase the positive effect on a) people's opportunity to use the Welsh language and b) treating both languages equally						x	
The policy could be changed to minimise or remove any adverse effects on a) people's opportunity to use the Welsh language and b) treating both languages equally						x	



Is this policy likely to impact on community cohesion?
No

	Yes	No	Unknown
<b>Procurement:</b> Are there any procurement implications to the activity, proposal or service. (Please take the findings of this assessment to your procurement plan).		x	
<b>Human Resource:</b> Are there any HR resource implications to the activity, proposal or service		x	

What level of EIA priority would you give to this policy?			
High full EIA within 6 months, or before approval of policy	Medium Full EIA within one year of screening	Low Full EIA within three years of screening	Screen out No further EIA required at this time
			x

*Please consider if timescale for EIA will be affected by any other influence e.g. Committee deadline, external deadline, part of a wider review process?*

Please explain fully the reasons for this judgement, where “screened out” here you must include information how your decisions are justifiable and evidence based.
The grant funding is targeted at revising the vehicles and equipment for the AHP service. These revisions will not affect the current service levels and is targeted at financial savings within the existing contract.

Who will carry out the full EIA?	
Full EIA to be completed by (Date):	
Date EIA screening completed:	
Approved by (Head of Service):	

**When complete, this form must be retained by the service area. The EIA screening should be recorded as complete on share point (your business manager has access to share point). The EIA screening should be referenced and summarised in the relevant cabinet report for this policy. Where a full EIA is needed this should be included as an appendix with the cabinet report and therefore available publically on the website.**

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

<b>Project Description (key aims):</b> <b>ABSORBENT HYGEINE PRODUCTS WELSH GOVERNMENT GRANT</b>	
<b>Section 1 Complete the table below to assess how well you have applied the 5 ways of working.</b>	
<b>Long-term</b>	<p><b>1. How does your project / activity balance short-term need with the long-term and planning for the future?</b></p> <p>The grant funding is intended to support all local authorities in Wales to collect and recycle AHP. Where these services already exist, the funding can be utilised to offset costs associated with waste services.</p>
<b>Prevention</b>	<p><b>2. How does your project / activity put resources into preventing problems occurring or getting worse?</b></p> <p>This grant funding secures AHP recycling and reductions in residual waste which will increase recycling levels</p>
<b>Integration</b>	<p><b>3. How does your project / activity deliver economic, social, environmental &amp; cultural outcomes together?</b></p> <p>The grant funding will support purchases of vehicles and equipment which will reduce the cost of the service through the Council's waste contract.</p>
<b>Collaboration</b>	<p><b>4. How does your project / activity involve working together with partners (internal and external) to deliver well-being objectives?</b></p> <p>This grant is awarded by Welsh Government in order to generate interest an all Wales resolution for recycling of AHP.</p>
<b>Involvement</b>	<p><b>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?</b></p> <p>This funding should improve collection methods for service users and create efficiency in the service</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		
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><b>A prosperous Wales</b> An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	The Welsh Government grant funding is intended to reduce the costs of recycling AHP products	The impact of the service will be monitored.
<p><b>A resilient Wales</b> A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	Increased recycling levels would benefit the environment and improve ecology and biodiversity	The impact of the service will be monitored.
<p><b>A healthier Wales</b> A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	Increased recycling would create a healthier and more responsible society	The impact of the service will be monitored.
<p><b>A more equal Wales</b> A society that enables people to fulfil their potential no matter what their</p>	Whilst this service is targeted at certain sectors of the community, the impact of increased recycling levels will benefit all.	The impact of the service will be monitored.

background or circumstances (including their socio economic background and circumstances).		
<b>A Wales of cohesive communities</b> Attractive, viable, safe and well-connected communities.	The grant funding will support the AHP collection service which enhances the waste service for all participants	The impact of the service will be monitored.
<b>A Wales of vibrant culture and thriving Welsh language</b> A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.	No specific requirement as the report relates to the acceptance of grant funding.	The impact of the service will be monitored.
<b>A globally responsible Wales</b> A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	The grant funding will support financial improvements in the Council's waste contract.	The impact of the service will be monitored.

<b>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</b>			
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:	No	No	Service Delivery will be closely monitored
Gender reassignment:	No	No	Service Delivery will be closely monitored
Marriage or civil partnership:	No	No	Service Delivery will be closely monitored
Pregnancy or maternity:	No	No	No Service Delivery will be closely monitored
Race:	No	No	Service Delivery will be closely monitored
Religion or Belief:	No	No	Service Delivery will be closely monitored
Race:	No	No	Service Delivery will be closely monitored
Sex:	No	No	Service Delivery will be closely monitored
Welsh Language:	No	No	Service Delivery will be closely monitored
<b>Section 4 Identify decision meeting for Project/activity e.g. Cabinet, Council or delegated decision taken by Executive members and/or Chief Officers</b>			
Cabinet Meeting on 30 <sup>th</sup> June 2020			
<b>Compiling Officers Name:</b>	S Hooper		
<b>Compiling Officers Job Title:</b>	Cleaner Streets & Waste Contract Manager		
<b>Date Completed:</b>	15th June 2020		

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

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

#### CHILDREN'S SOCIAL CARE – REGIONAL ADOPTION ARRANGEMENTS: APPRAISAL OF OPTIONS

##### 1. Purpose of Report

- 1.1 To inform Cabinet of the outcome of the independent evaluation of the existing regional adoption arrangements and their appropriateness with the creation of the new Cwm Taf Morgannwg Regional Partnership.
- 1.2 To seek approval from Cabinet to proceed with the recommendations contained in the report.

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

- 2.1 This report assists in the achievement of the following corporate well-being objective/objectives under the **Well-being of Future Generations (Wales) Act 2015**:-
  - **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
  - **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 As from 1<sup>st</sup> April 2019 healthcare services for people in the area of Bridgend County Borough Council (BCBC) have been provided by Cwm Taf Morgannwg University Health Board instead of Abertawe Bro Morgannwg University (ABMU) Health Board to align decision-making across health and local government.
- 3.2 From a Local Authority perspective, whilst the disruption to general services may not have been as significant as that to be experienced by the Health Boards, the boundary changes impacted on a number of BCBC services. To ensure that BCBC have not been disadvantaged by the transfer of regions, there were a small number of essential services that BCBC continued to receive under the auspices of the West Glamorgan (previously Western Bay) footprint. A number of these services were developed under Regional decision making

and have been maintained under Transitional arrangements. One of the services that BCBC continue to be an equal partner to is the Western Bay Adoption Service, which was nationally defined as a result of the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales).

3.3 The creation of a National Adoption Service is one of the key policy strands of the Welsh Government, as enacted in the Social Services and Well-Being (Wales) Act 2014. This Act provides powers, under Section 9, for Ministers to direct Local Authorities to collaborate in relation to adoption services and to prevent any Local Authority from withdrawing from these collaborations in the future. Consequently five Adoption Regional “Collaboratives” and the National Adoption Service were created in Wales and the Regions became fully operational in 2015.

3.4 The Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 came into force on 13th March 2015. The primary purpose of these Directions is to ensure effective joint arrangements are in place between Local Authorities in Wales for the delivery of adoption services.

Schedule 1 of the Directions sets out which Local Authorities must collaborate with each other. For the former Western Bay region the Local Authorities are Swansea, Bridgend and Neath Port Talbot. Swansea host and manage the regional service on behalf of the partner agencies. However the Cwm Taf Local Authorities of Merthyr and Rhondda Cynon Taf were joined to Cardiff and the Vale of Glamorgan to create the Vale, Valleys and Cardiff Regional collaborative.

The regional adoption service provides a range of services and interventions across the five key domains to those affected by adoption. Those being:

- Assessing and supporting prospective adopters;
- Assessing non-agency (parent/carer, formerly step parent adoptions);
- Birth Record Counselling and Intermediary Services (BRC & IS);
- Adoption support (assessments and support services to anyone affected by adoption);
- Twin tracking and Family Finding (TT&FF), which involves working with birth families of children in or following care proceedings and, once a Placement Order has been granted by Court, in searching for an adoptive placement.

3.5 Due to the transfer of BCBC from the former Western Bay Region to Cwm Taf Morgannwg, BCBC required a thorough evaluation of the current regional adoption collaborative arrangements against alternative options. This piece of work was commissioned in July 2019 and undertaken by an independent consultant who has worked for 40 years in local authority Children’s Services and for the last few years has been the project manager for collaborative fostering projects and the National Adoption Service in Wales. The scope of the project was as follows:

*To undertake an evaluation of the existing Regional Collaborative Adoption arrangements that the Cwm Taf Morgannwg Local Authorities are part of, and assess their suitability in line with the creation of the new Cwm Taf Morgannwg Region. The evaluation must be limited to 3 related options as follows:*

**Option 1:** *Continue with existing Regional collaborative arrangements i.e. Rhondda Cynon Taf and Merthyr Tydfil County Borough Council remain part of the*



*Vale, Valleys and Cardiff Adoption Region and Bridgend County Borough Council remain part of the former Western Bay Region (now West Glamorgan).*

**Option 2:** *Bridgend County Borough Council leave West Glamorgan Regional collaborative and join the Vale, Valleys and Cardiff Regional collaborative.*

**Option 3:** *Bridgend County Borough Council, Rhondda Cynon Taf and Merthyr Tydfil create a new Cwm Taf Morgannwg Regional (Adoption) Collaborative.*

*The evaluation will consider existing arrangements, taking into account performance, issues and costs (including staffing). In addition, the evaluation will also identify potential issues and benefits with each of the options above and should also include potential structures costs (including financial) and specific benefits.*

*The evaluation will be concluded in a report that will fully consider the information gathered and provide balanced and objective conclusions that lead to a recommendation as to which of the three options provides the best arrangement and how this could be implemented.*

- 3.6 As indicated above, any potential changes to regional collaborative arrangements would have to be considered in the context of The Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 (“the 2015 Directions”).

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

- 4.1 The project was carried out during October – December 2019 and involved a series of face to face interviews with individuals and small groups, a workshop with staff from the existing regional team, conference calls and the reading and analysing of a number of documents (details in Appendix A, Section 3).
- 4.2 The project concluded that “it is a question of balancing the strategic challenges this places on Bridgend and the inevitable disruption to service delivery and improvements for children and adopters that would be caused by any structural changes to the existing Regional Adoption Collaborative. All parties have been willing to take a positive, problem-solving approach to minimise some of these challenges. There is a clear consensus from all those colleagues directly involved in the delivery of services to children and their adoptive families that, in order to maintain the focus on service improvement, the existing arrangements should remain. For children and their adoptive families changing the existing arrangements at present would involve far more losses than gains”.
- 4.3 Both Western Bay and the Vale, Valleys Cardiff Regional collaboratives consider themselves to be in a similar overall position. Having come through enormous organisational change, the focus over the last twelve months has now shifted to service improvements. Both collaboratives are now very much engaged in plans to recruit more adopters and, where possible and in their best interests, place more children within their regions.
- 4.4 However, it was also noted that, whilst from a service delivery perspective it was deemed that the existing arrangements need to remain in place for the medium term at least, this had already and would continue to pose some challenges for Bridgend County Borough Council in its strategic planning and partnership arrangements. As all other partnership arrangements and other initiatives are currently being done with RCT and Merthyr County Borough Councils, retaining

the status quo means the Regional Adoption Service will be something of an 'outlier'. Regional Partnership Boards are being encouraged to become more involved in the strategic planning for Children's Services. Although this is not currently having an impact on service delivery, it was recognised that this may well do so in the future.

4.5 The recommendations contained in the report were as follows:

- Continue with existing regional collaborative arrangements: i.e. Rhondda Cynon Taf and Merthyr Tydfil County Borough Councils remain part of the Vale, Valleys and Cardiff (VVC) Adoption Region and Bridgend County Borough Council remains part of the former Western Bay (WB) Region (now West Glamorgan).
- These Arrangements remain in place for a period of a minimum of 3 years. This will allow time for consultation with key stakeholders and early planning for the longer term.
- Begin work with key stakeholders to identify the specific challenges for Bridgend County Borough Council remaining as part of the Western Bay Regional Collaborative and to develop strategies for mitigating some of these issues.
- Inform the Chairperson of the Western Bay and Vale, Valleys Cardiff Management Boards, the Chairperson of the National Adoption Service Governance Board and the National Adoption Service Director of Operations about the outcome of the evaluation.

4.6 The report findings and recommendations have been shared and accepted by both Vale, Valleys Cardiff and Western Bay regional adoption service management boards. Meetings have also taken place with the National Adoption Service Director of Operations and it is proposed that the report is also shared with the National Board.

4.7 The Head of Childrens Social Care will continue to be a member of the Western Bay Service Management Board which will monitor the arrangements and address any adverse impact of continuing the existing arrangements. Work will also commence within the next 3 years to further review the suitability and sustainability of these arrangements.

## **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 There are no equality implications arising from this report.

## **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 Wellbeing of Future Generations (Wales) Act 2015 provides the basis for driving a different kind of public service in Wales, with five ways of working to guide how the Authority should work to deliver wellbeing outcomes for people. The following is a summary to show how the relevant well-being goals have been considered in this report:

- **Long Term** – Social Services is demand led and the SSWBA focusses on sustainable wellbeing outcomes for the future. There is a requirement to meet the needs of people in the longer term and, because of rising demographics and increasing complexity, the transformation of services continues to be a priority.
- **Integration** – the implementation of the SSWBA and the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 requires Local Authorities to work with partners, particularly the NHS and Education, to ensure care and support for people and support for carers is provided. The report evidences work with partners to enable children to be placed in permanent arrangements.
- **Collaboration** – The collaborative approaches described in the report are managed and monitored through the Regional Collaborative Management Board and the National Adoption Service Advisory Group and Governance Board where there is Local Authority and sector stakeholder representation.
- **Involvement** – the key stakeholders are the people who use social care. There is considerable engagement including surveys, stakeholder meetings, feedback forms and the complaints process. The provision of accessible information and advice helps to ensure that the voice of adults, children and young people is heard.

## 8.0 Financial Implications

8.1 There will be no change to the existing budget for the service.

## 9.0 Recommendation

9.1 Cabinet is asked to approve the recommendations contained in the report at Appendix 1:-

- Continue with existing regional collaborative arrangements: i.e. Rhondda Cynon Taf and Merthyr Tydfil County Borough Councils remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend County Borough Council remains part of the former Western Bay Region (now West Glamorgan).
- These arrangements remain in place for a period of a minimum of 3 years. This will allow time for consultation with key stakeholders and early planning for the longer term
- Begin work with key stakeholders to identify the specific challenges for Bridgend County Borough Council remaining as part of the Western Bay Regional Collaborative and to develop strategies for mitigating some of these issues.

- Inform the Chairperson of the Western Bay and Vale, Valleys and Cardiff Management Boards, the Chairperson of the National Adoption Service Governance Board and the National Adoption Service Director of Operations about the outcome of the Project.

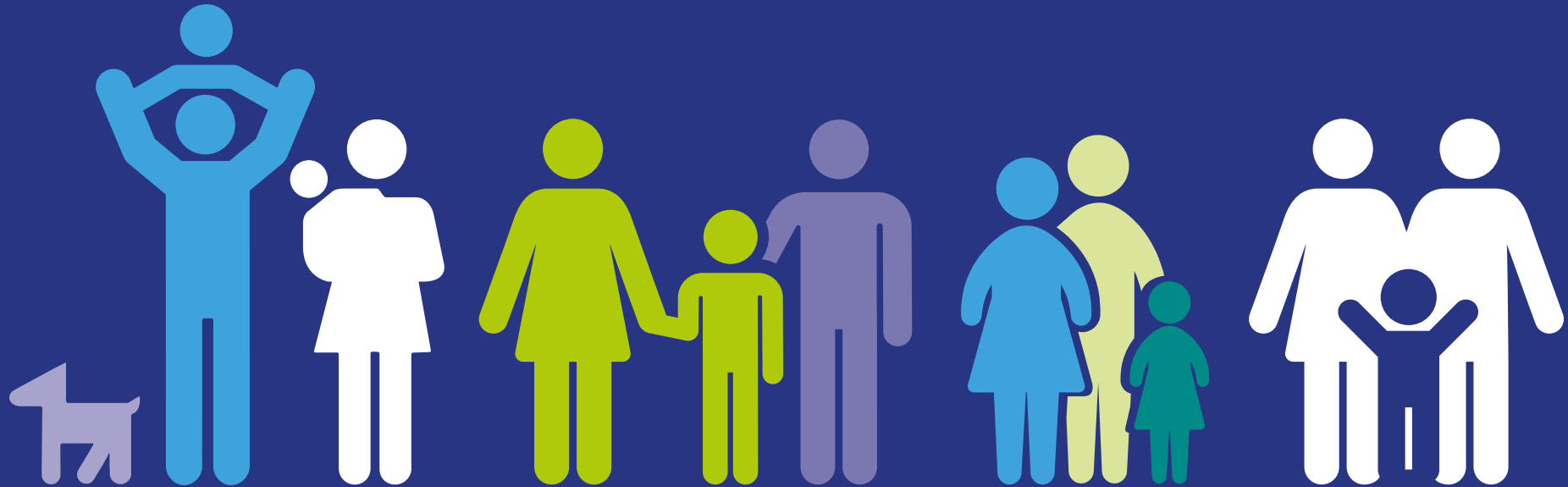
**Susan Cooper**  
**Corporate Director, Social Services and Wellbeing**  
**June 2020**

**10. Contact Officer: Laura Kinsey**  
Telephone: 01656 642314  
Email: [laura.kinsey@bridgend.gov.uk](mailto:laura.kinsey@bridgend.gov.uk)

**11. Background Documents**

None

# Regional Adoption Arrangements: Appraisal of Existing Options



# 1. Purpose of the Project

To help with the alignment of decision-making across health and local government, from 1st April 2019 healthcare services for people in the area of Bridgend County Borough Council (BCBC) have been provided by Cwm Taf Morgannwg University Health Board instead of Abertawe Bro Morgannwg University (ABMU) Health Board.

From a local authority perspective, whilst the disruption to general services may not be as significant as that to be experienced by the Health Boards, the boundary changes do impact on a number of BCBC services. To ensure that BCBC has not been disadvantaged by the change of regions, there are a number of essential services that BCBC continues to receive under the auspices of the West Glamorgan (previously Western Bay) footprint. A number of these services have been developed under the aegis of regional decision-making and they are being maintained under Transitional arrangements. One of the services which BCBC continues to receive/contribute to is the West Glamorgan Adoption Service, the boundaries of which were defined on a statutory basis by the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales).

BCBC has a strategic intent to align most, if not all its services, with the Health Board footprint. This paper is the outcome of a project designed to scope the implications of such a change for their Adoption Services and to inform decision-making.

The primary purpose of this project is to undertake an evaluation of the existing Regional Collaborative Adoption arrangements of which the Cwm Taf Morgannwg local authorities are part and assess their suitability in line with the creation of the new Cwm Taf Morgannwg Region. The evaluation must be limited to 3 related options, as follows:

## OPTION 1:

Continue with existing Regional collaborative arrangements for the provision of adoption services: Rhondda Cynon Taf and Merthyr Tydfil CBCs remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend CBC remains part of the former Western Bay Region (now West Glamorgan).

1

## OPTION 2:

Bridgend CBC leaves the West Glamorgan Regional collaborative and joins the Vale, Valleys and Cardiff Regional (Adoption) collaborative.

2

## OPTION 3:

Bridgend, Rhondda Cynon Taf and Merthyr Tydfil CBCs create a new Cwm Taf Morgannwg Regional (Adoption) Collaborative

3

*The full Project Specification can be found in Appendix One*

## 2. Executive Summary & Recommendations

All colleagues who have contributed to this work have done so with openness, a real willingness to engage and to share their expertise to inform this work and have given give their time freely. There were no ‘closed minds’.

This Project, commissioned by Bridgend CBC, has been prompted specifically by the changes to the Health Service footprint in April 2019; Bridgend CBC is now part of the Cwm Taf Morgannwg University Health Board footprint. Bridgend CBC’s commissioning this Project is not in any way a reflection on the success of existing Western Bay Regional Adoption Service. It is acknowledged that Bridgend CBC has a strategic intent to align most, if not all of their services with the Health Board footprint and that much of planning for Children’s Services is within the Cwm Taf Region. In these circumstances, it is proper that Bridgend CBC is proactively reviewing its existing regional services to reach the correct decision for each service area.

### OPTION 1:

**Continue with existing Regional collaborative arrangements i.e. Rhondda Cynon Taf and Merthyr Tydfil CBCs remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend CBC remains part of the former Western Bay Region.**

From a service delivery/operational perspective, there was an overwhelming consensus that Bridgend should remain within the existing WB Regional Adoption Collaborative. Creation of the National Adoption Service and the Regional Adoption Collaboratives in November 2014 (and the impact of the extent and depth of these changes) remains very fresh in colleagues’ minds. It is only in the last six months that WB staff consider themselves to be a truly regional service, with all policies, procedures, good practice guidelines, template letters, etc. now fully aligned. Particularly with the additional regional

posts from the NAS Adoption Support monies, staff now believe that they are on the verge of delivering a ‘gold star service’. Other Regional Adoption Collaboratives across Wales will have experienced a similar journey.

Similarly, all those who made a contribution to this Project were very aware that the significant structural and organisational changes required by Options Two or Three would divert energy, time and limited resources away from service improvements for children and their adoptive families. Both Western Bay and Vale, Valleys and Cardiff remain acutely aware of the long, complex and complicated journey they have been on in the last five years. Having ‘come through’ this, there is no immediate appetite to go so quickly down the same road again, particularly as the focus is now very clearly on improvements for children and their families with clear direction from the National Adoption Service Central Team and the Governance Board.

WVC Regional Collaborative undertook a Best Value Review in 2018 which resulted in a number of changes being made to the service, a revised financial model for the Collaborative and a relocation of all staff from Pontypridd to Barry in the Vale of Glamorgan.

Both Western Bay and the WVC Regional collaboratives consider themselves to be in a similar overall position. Having come through enormous organisational change, the focus over the last twelve months has now shifted to service improvements, both Regional Collaboratives face some similar and some different challenges. Both collaboratives are now very much engaged in plans to recruit more adopters and, where possible and in their best interests, place more children within their regions.

From a service delivery perspective, there is little doubt that the existing arrangements need to remain in place for the medium term at least. However, this has already and will continue to pose some challenges for Bridgend CBC in its strategic planning and partnership arrangements.

As all other partnership arrangements and other initiatives are currently being done with RCT and Merthyr CBCs, retaining the status quo means the Regional Adoption Service will be something of an 'outlier'. Regional Partnership Boards are being encouraged to become more involved in the strategic planning for Children's Services. Although this is not currently having an impact on service delivery, it may well do so in the future. Across the Social Care sector as a whole, these regional arrangements for adoption services will be unique.

Whilst there are excellent working relationships between the Heads of Service in Western Bay and strenuous efforts would be made for this to continue, it is likely that the local authorities will become more divergent and that there will be fewer opportunities for the informal encounters which help reinforce working relationships.

#### **OPTION 2:**

##### **Bridgend CBC leaves the West Glamorgan Regional collaborative and joins the Vale, Valleys and Cardiff Regional (Adoption) collaborative**

With the experience of significant organisational change still 'fresh in people's minds', colleagues were able to identify easily some of the challenges Option 2 & 3 would pose. These are reflected in the Views Expressed section on page 9 and 10.

From a Bridgend perspective, this would mean the authority joining a collaborative that was not solely co-terminous with the Cwm Taf Morgannwg Health Board boundary, which was the main impetus behind this work being commissioned. This in itself would create a different set of challenges. However, it would provide a larger geographical area with in which to place children and potentially a larger pool of approved adopters for matching with Bridgend children.

Option Two, would require some organisational and structural change. It would also result in a further imbalance between the size of the Regional Collaboratives across Wales. Please refer to Option Two Performance information table on page 13.

Swansea and Neath Port Talbot would become the smallest Regional Collaborative, certainly in terms of geographical area. It would raise questions regarding the viability of Swansea and Neath Port Talbot continuing as a Region in its own right.

Vale, Valleys and Cardiff is currently the largest Regional Adoption Collaborative. It has the highest numbers of children in need of adoptive families and the highest numbers of enquiries from those interested in adoption. If Bridgend were to joining this collaborative, it would further increase the imbalance in the size of the Regional Collaboratives across Wales. Cwm Taf currently has two local authorities with the highest level of demand for adoption placements and looked after children populations.

The way in which the staffing budget is constructed, i.e. each local authority still employing 'their own staff', would make it relatively straightforward for the budget to be disaggregated. The more recently permanent regional posts, currently employed by Swansea would require more attention. The way in which the Regional Adoption is constructed is different across the two Collaborative. Seven local authorities would be impacted by this option. It would be advisable prior to any decision is reached to proceed with Option Two that each local authority undertakes a detailed business and outcome focussed analysis so the implications are specific and clear for each authority.



Detailed proposals would require initial consideration by the Management Boards of both Regional Collaboratives. Engagement with the National Adoption Service Governance Board and the Director of Operations would be necessary. Bridgend would be required under the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 para 7(p) to inform the Chairperson of the Management Committee and the Chairperson of the Governance Board of their intention to withdraw from the Regional Collaborative, giving a minimum of 12 months' notice.

### OPTION 3:

#### **Bridgend, Rhondda Cynon Taf and Merthyr Tydfil CBCs create a new Cwm Taf Morgannwg Regional (Adoption) Collaborative**

Many of the challenges that would need to be addressed if Option Two were the preferred route apply equally to Option Three.

It is the one Option that would achieve co-terminosity with the Health Board footprints of West Glamorgan, Cwm Taf Morgannwg and Cardiff & the Vale for the seven local authorities impacted by this option. The organisational change required to bring about this option would be very significant. It does raise the more fundamental question of whether all the Regional Adoption Collaboratives should be co-terminous with the Health Board boundaries. If Bridgend consider pursuing this option further then formal discussions would be necessary with WG and the NAS Governance Board. It would increase the total number of Regional Adoption Collaboratives across Wales, the implications of which would need further detailed consideration. The VVC Regional Adoption Collaborative have not initiated proposals of their own for this option to be considered and again a detailed business and outcome focused analysis would be advisable for each local authority to ensure decision making is evidenced based.

Some of the fundamental challenges that would need addressing are:

- Which Local Authority would host Cwm Taf Morgannwg Regional Adoption Collaborative?
- This option would create 3 new Regional Adoption Collaboratives and so the full implementation process may take up to five years once an 'in principle' decision had been reached.
- It is likely to increase the number of children placed out of Region, thus requiring inter- region fees for at least Swansea and Neath Port Talbot and Cwm Taf Morgannwg .

## THE NATIONAL ADOPTION SERVICE PERSPECTIVE

The Chairperson of the NAS Governance Board and the Chair of the NAS Advisory Group have provided a written contribution to this Project. The letter outlines the NAS Governance Board's views on this work. The Board and Advisory Group have identified a number of concerns. These centre around:

- The significant disruption that would be caused by any changes to the existing Regional Adoption Collaborative.
- The negative impact that structural changes would potentially have on the outcomes for children requiring adoptive homes and those adopted.
- The NAS Improvement Agenda could be adversely affected by any structural change.
- The diversion of time and energy away from service delivery and improvement that any structural change would cause.
- The concern that the Review of the NAS Government Arrangements is nearing completion and that the outcome of the Review could be compromised should there be further uncertainty and plans for change as a result of this Review.
- The Board's view is that the only body in Wales that has the authority to take a broad view on the issue of Regional Adoption Collaboratives and Health Board co-terminosity is the Welsh Government.

## RECOMMENDATIONS

Across Wales, there is a plethora of regional, sub-regional, cross boundaries arrangements in Children's Services. While we all strive for 'neatness and order', often this is not the context within which services are delivered. Bridgend CBC does face specific challenges in its partnership working brought about by the changes to the Health Board boundaries. Strategic planning is more complex, and the issues are likely to grow.

It is a question of balancing the strategic challenges this places on Bridgend and the inevitable disruption to service delivery and improvements for children and adopters that would be caused by any structural changes to the existing Regional Adoption Collaborative. All parties have been willing to take a positive, problem-solving approach to minimise some of these challenges. There is a clear consensus from all those colleagues directly involved in the delivery of services to children and their adoptive families that, in order to maintain the focus on service improvement, the existing arrangements should remain. For children and their adoptive families changing the existing arrangements at present would involve far more losses than gains.

The recommendations of this Project are:

- Continue with existing Regional collaborative arrangements: i.e. Rhondda Cynon Taf and Merthyr Tydfil CBCs remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend CBC remains part of the former Western Bay Region (now West Glamorgan).
- These Arrangements remain in place for a period of a minimum of 3 years. This will allow time for consultation with key stakeholders and early planning for the longer term
- Begin work with key stakeholders to identify the specific challenges for Bridgend CBC remaining as part of the WB Regional Collaborative and to develop strategies for mitigating some of these issues.
- Inform the Chairperson of the WB and WVC Management Boards, the Chairperson of the NAS Governance Board and the NAS Director of Operations about the outcome of the Project.

### 3. Methodology

This project was informed by a series of face to face interviews with individuals and small groups, a staff workshop, a conference call and the reading and analysing of a number of documents.

The following staff made a contribution to this Review:

- Set up meeting with Head of Childrens Social Care, Bridgend CBC
- The Director of the National Adoption Service
- The Regional Adoption Manager WB
- The Regional Adoption Manager VVC
- The Heads of Service VVC
- The Head of Service Swansea, Principal Officers from Neath Port Talbot and Bridgend
- Chair of WB Regional Collaborative Board (telephone call)
- Telephone call/email exchanges with Finance Officers for WB and VVC
- Letter from the Chairpersons of the NAS Governance Board and the NAS Advisory Group



## 4. Some Views Expressed

### OPTION ONE:

Continue with existing Regional collaborative arrangements i.e. Rhondda Cynon Taf and Merthyr Tydfil CBC to remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend CBC remain part of the former Western Bay Region (now West Glamorgan)

#### Benefits

- The existing Regional collaborative has taken the last 4/5 years to establish itself
- Allow the Adoption Collaborative to focus on service improvement as opposed to energy and time being spent on another 're-organisation'
- Existing Regional Collaborative is very positive about emerging and future developments, on the verge of a 'gold standard service'
- The NAS Adoption Support monies and the ICF funding are just beginning to make a significant difference
- Policies, procedures, processes, forms, letters are now finally uniform
- Adoption Panels are working well and soon to move to paperless Panels
- The court work for Bridgend has recently transferred from Cardiff to Swansea, so all three authorities are working to the same court
- Links with Children's Services teams are well established
- The other local authorities in the existing Adoption Collaborative wish Bridgend to remain

#### Issues

- Not consistent with Bridgend's strategic intent to align with the Health Board footprint
- A disconnect for health colleagues
- Not consistent with other partnership arrangements
- Strategic and partnership working more complex
- Pay and terms and conditions are not uniform across the Region
- Inadequate office accommodation



**OPTION TWO:**

Bridgend CBC leave West Glamorgan Regional collaborative and join the Vale, Valleys and Cardiff Regional (Adoption) collaborative

Benefits	Issues
<ul style="list-style-type: none"> <li>• Potentially provides a larger pool of adopters for Bridgend children</li> <li>• Larger geographical area for Bridgend children to be placed in</li> <li>• The staffing structure along a functional split is a similar structure in both Western Bay and VVC</li> <li>• Swansea &amp; NPT would be consistent with the West Glamorgan Health Board</li> </ul>	<ul style="list-style-type: none"> <li>• Does not align Bridgend with the Cwm Taf Morgannwg footprint which was the primary purpose of this review</li> <li>• Would require detailed negotiations with VVC, WG &amp; NAS</li> <li>• VVC is currently by far the biggest Regional Adoption Collaborative, Bridgend joining would further enhance the imbalance in the size of the Regions</li> <li>• Bridgend would be a 'very small fish in a very large pond'</li> <li>• Swansea and Neath Port Talbot would be the smallest region across Wales, its viability would be brought into question</li> <li>• Would increase the inter-agency fees for Swansea and Neath Port Talbot</li> <li>• Bridgend has more children needing adoptive placements than adopters they approve, joining VVC would increase the number of authorities with this imbalance.</li> <li>• VVC would continue to provide a service across two health boundaries</li> <li>• An increase in the numbers of Children's Services teams to develop and maintain close working relationships</li> <li>• All VVC staff have in the last year, following a Best Value Review, moved from accommodation in Pontypridd to the Docks office in Barry. There is no capacity there to accommodate Bridgend staff</li> <li>• Transitional arrangements would detract from service delivery improvements to re-align again of new policies, procedures, processes</li> <li>• The disaggregation of posts from Western Bay to VVC would prove problematic. Particularly the newly created regional posts- Marketing Officer, TESSA Co-ordinator</li> <li>• Public perception of this change would need careful management. Coming relatively soon after the creation of the National Adoption Service it could be seen as a 'failure' that has needed fixing</li> </ul>



**OPTION THREE:****Bridgend CBC, Rhondda Cynon Taf and Merthyr Tydfil create a new Cwm Taf Morgannwg Regional (Adoption) Collaborative**

Benefits	Issues
<ul style="list-style-type: none"> <li>• Cwm Taf Regional Adoption Service would have a clear identity</li> <li>• The Regional service would be co-terminus with the Cwm Taf Morgannwg Health Board</li> <li>• Consistent with a number of other Cwm Taf partnership arrangements</li> <li>• Would help create Regional Adoption Services of a more similar size across Wales</li> </ul>	<ul style="list-style-type: none"> <li>• The disruption to both VVC and WB would be significant and would undoubtedly have a negative impact on Service delivery</li> <li>• Likely to be a lengthy implementation period, following a ‘in principle decision’</li> <li>• Who would be the host authority for Cwm Taf?</li> <li>• Location for new service?</li> <li>• Do VVC want to split?</li> <li>• This would require detailed negotiations with WG and NAS</li> <li>• New policies/procedures/processes required</li> <li>• New IT system needed</li> <li>• Resource implications of establishing a completely new Regional Adoption Service</li> <li>• How would Regional posts in VVC and WB be disaggregated to form the new Regional Adoption Collaborative?</li> <li>• All three authorities - Bridgend/RCT/Merthyr currently have more children requiring placements than adopters approved- an increase in inter-agency fees for all three authorities?</li> <li>• Significant disruption to two Regional Adoption Collaboratives</li> <li>• Seven Local Authorities would be impacted by this option</li> <li>• Public perception of this change would need careful management. Coming relatively soon after the creation of the National Adoption Service it could be seen as a ‘failure’ that has needed fixing</li> <li>• Disaggregation of managers/staff/resources from two existing adoption Collaboratives</li> <li>• The creation of a new Regional Adoption Collaborative, CWM Taf would likely to take some 5 years to be fully established. This estimate is based on the North Wales experience prior to the National Adoption Service being created and the creation of the remaining Regional Adoption Services</li> </ul>

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## 5. Governance, Resource & Performance Issues

- The financial arrangements for the WB regional Adoption Service have largely remained the same since the creation of the Regional Service and are working well. Each of the three local authorities contribute the same amount at the beginning of each financial year, the total budget being £2,847m, until this financial year there has always been an underspend with each authority receiving a 'rebate' at the end of each financial year. This year the picture may be different this year with more placements attracting an inter-agency fee being made.
- The WB Regional Adoption Service is hosted by Swansea, but the staff teams are located in Port Talbot, subsequently NPT receive a reimbursement each year for the cost of the office accommodation and overheads.
- At the end of each financial year a formula is applied using the numbers of children placed by each authority, this results in each authority receiving a 'rebate' or needing to make an 'additional contribution'. The Finance Officers from each authority meet on a quarterly basis and the Finance Officer from Swansea reports to the Management Board. This close working across the three authorities ensures there are 'no surprises' at the end of the year.
- Staff in the WB Regional Adoption Service remain employed by the authority they were originally, this has perpetuated the continuation of slightly different terms and conditions for staff. When any vacancies arise, permission to advertise is approved by the Management Board and then goes back to the authority where the vacancy has arisen. Operationally working with three authorities with different human resource policies adds an additional layer of operational complexity. Plans for staff to be typed across to the host authority are placed on hold pending the outcome of this review.
- If Bridgend were to leave the existing Regional Adoption Collaborative it would be relatively simple from a staffing budget perspective for this to be achieved, the separation of the newly created regional posts would prove more complex.
- Staff employed via the WG Adoption Support Grant have been employed by Swansea as the host authority and are not included in the Regional Adoption Support budget.
- The WB Regional Management Board functions well, there is a positive working relationship between the three Heads of Service and there is a firmly held view that considerable progress has been made during 2019 to the point where it is seen as a truly 'regional' service.
- The WVC Collaborative undertook during 2016/17 a Best Value Review. It was commissioned by the Directors of the four local authorities. This provided a real opportunity to review the strengths and weaknesses of the collaborative. To date there had been no change to the apportionment of contributions made by each partner. The Best Value Review recommended that the existing funding formula should be reviewed and updated. A funding formula based on activity and usage of each partner would be more realistic as a way of apportioning costs.
- It has been agreed that from 2019/20 onwards 20% of the costs are to be treated as fixed with 80% of the costs being classed as variable. The following factors LAC numbers, referrals into the service, children placed for adoption, and requests for adoption support services have been used to determine the variable element as they were considered to be the main cost drivers for the service. An average of the last 3 years activity has been used i.e. 2015/16, 2016/17 and 2017/18. Going forward it is proposed that the formula used will be based on the previous 3 years activity which again will smooth any peaks and troughs in activity. The budget for 2019/20 is £1.663m.

- All WVC staff have been typed or employed by the host authority, the Vale of Glamorgan. From an operational perspective this makes the employment of staff and all the subsequent human resource issues more straightforward.
- The WVC Management Board meets bi-monthly, Board meetings are well represented and supported by Heads of Service from the partner authorities and wider membership. The representative from the Voluntary Adoption Agency, St David's has changed to their Director of Operations and the Chair of the Management Board rotates amongst the 'non host' Directors.
- The governance issues for Options Two, would in all probability be relatively simple as it is likely Bridgend would be absorbed into the WVC arrangements. The budgetary implications would require further detailed work given the different funding formulas used across the two Regional Collaboratives as described above.
- If Option Two were to be considered in any detail then a detailed financial analysis would be needed to cover the budgetary implications for the Bridgend in relation to: the regional budget (Bridgend's contribution), projected inter agency fees, staff transfer costs, IT costs, accommodation costs.
- If Option Three were to be considered, similarly, a detailed financial analysis would be required. It would have budgetary implications for all seven authorities affected by this option. The complexities of implementing this option would be immense, likely to have budgetary implications for all seven authorities and take a minimum of three years to achieve.
- Option One would have the least financial implications for Bridgend, the cost of staff being employed by one local authority, achieving consistent terms and conditions for all staff would need to be costed.

Work has been compiled to identify some of the high-level performance measures across the three options under consideration. It provides just a glimpse of how these performance measures would look like following a re-configuration of Regional Adoption Collaboratives.



## PERFORMANCE INFORMATION 2018-19

### Table Key

1. Number of children referred to the service
2. Adopters Approved
3. Number of children placed for adoption
4. Number of children placed for adoption outside of the Region

### Options

1. Continue with existing Regional collaborative arrangements i.e. Rhondda Cynon Taf and Merthyr Tydfil CBC remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend CBC remain part of the former Western Bay Region (now West Glamorgan)
2. Bridgend CBC leave West Glamorgan Regional collaborative and join the Vale, Valleys and Cardiff Regional (Adoption) collaborative
3. Bridgend CBC, Rhondda Cynon Taf and Merthyr Tydfil create a new Cwm Taf Morgannwg Regional (Adoption) Collaborative

Option One					
	Western Bay	Vale, Valleys & Cardiff	North Wales	Mid & West	SEWAS
1	170	218	53	69	188
2	42	51	18	21	47
3	67	100	39	35	70
4	22	35	12	13	29

Option Two					
	West Glamorgan Collaborative (Swansea & NPT)	VVC & Bridgend	North Wales	Mid & West	SEWAS
1	129	259	53	69	188
2	33	60	18	21	47
3	41	126	39	35	70
4	11	42	12	13	29

Option Three						
	West Glamorgan	Cwm Taf Morgannwg	Cardiff and Vale	North Wales	Mid & West	SEWAS
1	129	130	129	53	69	188
2	33	26	30	18	21	47
3	41	71	55	39	35	70
4	11	NA	N/A	12	13	29

# Appendix One

## Regional Adoption Arrangements: Appraisal of Existing Options

### OUTLINE PROJECT SPECIFICATION BRIEF

#### PURPOSE OF DOCUMENT

The purpose of this document is to provide a Brief that outlines the requirements of a project that assists Bridgend CBC to evaluate existing regional Adoption arrangements and their appropriateness with the creation of the new Cwm Taf Morgannwg Regional Partnership.

#### BACKGROUND

From 1st April 2019 healthcare services for people in the area of Bridgend County Borough Council (BCBC) have been provided by Cwm Taf Morgannwg University Health Board instead of Abertawe Bro Morgannwg University (ABMU) Health Board to align decision-making across health and local government.

From a local authority perspective, whilst the disruption to general services may not be as significant as that to be experienced by the Health Boards, the boundary changes impact on a number of BCBC services. To ensure that BCBC have not been disadvantaged by the transfer of regions, there are a number of essential services that BCBC continue to receive under the auspices of the West Glamorgan (previously Western Bay) footprint. A number of these services have been developed under Regional decision making and are being maintained under Transitional arrangements. One of the services that BCBC continue to receive/contribute to is the West Glamorgan Adoption Service, which was nationally defined as a result of the Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales).

#### CURRENT SITUATION/PROPOSAL

The creation of a National Adoption Service is one of the key policy strands of the Welsh Government, as enacted in the Social Services and Well-Being (Wales) Act 2014. This Act provides powers, under Section 9, for Ministers to direct local authorities to collaborate in relation to adoption services and to prevent any local authority from withdrawing from these collaborations in the future. Consequently, five Adoption Regional “Collaboratives” Regions and the National Adoption Service were created in Wales and the Regions became fully operational in 2015.

The Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 came into force on 13th March 2015. The primary purpose of these Directions is to ensure effective joint arrangements are in place between local authorities in Wales for the delivery of adoption services.

Schedule 1 of the Directions sets out which local authorities must collaborate with each other. For the former Western Bay region the local authorities are Swansea, Bridgend and Neath Port Talbot. Swansea host and manage the regional service on behalf of the partner agencies. However the Cwm Taf Local Authorities of Merthyr and Rhondda Cynon Taf were joined to Cardiff, and the Vale of Glamorgan to create the Vale, Valleys and Cardiff Regional collaborative.

The regional adoption service provides a range of services and interventions across the five key domains to those affected by adoption. Those being:

- Assessing and supporting prospective adopters
- Assessing non-agency (parent/carer, formerly step parent adoptions)
- Birth Record Counselling and Intermediary Services (BRC &IS)
- Adoption support (assessments and support services to anyone affected by adoption)
- Twin tracking and Family Finding (TT&FF), which involves working with birth families of children in or following care proceedings and once a Placement Order has been granted by court in searching for an adoptive placement

The recent transfer of BCBC from the former Western Bay Region to Cwm Taf Morgannwg requires not just BCBC but the new Cwm Taf Morgannwg Region to evaluate the current Regional Adoption collaborative arrangements against alternative options. The evaluation will result in identification of the preferred option.

However, as indicated above any potential changes to Regional collaborative arrangements would have to be considered in the context of The Adoption and Children Act 2002 (Joint Adoption Arrangements) (Wales) Directions 2015 (“the 2015 Directions”).

## PROJECT SCOPE

The purpose of this project is to undertake an evaluation of the existing Regional Collaborative Adoption arrangements that the Cwm Taf Morgannwg local authorities are part of, and assess their suitability in line with the creation of the new Cwm Taf Morgannwg Region. The evaluation must be limited to 3 related options as follows:

**Option 1:** Continue with existing Regional collaborative arrangements i.e. Rhondda Cynon Taf and Merthyr Tydfil CBC remain part of the Vale, Valleys and Cardiff Adoption Region and Bridgend CBC remain part of the former Western Bay Region (now West Glamorgan)

**Option 2:** Bridgend CBC leave West Glamorgan Regional collaborative and join the Vale, Valleys and Cardiff Regional collaborative

**Option 3:** Bridgend CBC, Rhondda Cynon Taf and Merthyr Tydfil create a new Cwm Taf Morgannwg Regional (Adoption) Collaborative

The evaluation will consider existing arrangements, taking into account performance, issues and costs (including staffing). In addition, the evaluation will also identify potential issues and benefits with each of the options above and should also include potential structures costs (including financial) and specific benefits.

The evaluation will be concluded in a report that will fully consider the information gathered and provide balanced and objective conclusions that lead to a recommendation as to which of the three options provides the best arrangement and how this could be implemented.

## DELIVERABLES

The deliverables expected from this project include a report that provides:

- an analysis of the Findings
- Conclusions
- Recommendations

In addition to a summary that can support a presentation of the findings.

## REQUIRED FIELDWORK AND WORK PLAN

The fieldwork required to deliver the project and estimated time is set out below. The estimated time is based on a 7 hour day therefore a half day equates to 3.5 hours and where appropriate will be inclusive of travelling time. Travelling expenses will be paid at 0.45 pence per mile.

Task	Estimated time
Set up meeting with Laura Kinsey, Head of Childrens Social Care, Bridgend CBC	0.5 day
Presentation to each Regional (Adoption) Collaborative Board	0.5 day
Create Presentation and Deliver to both Boards (0.5 day per Board)	1.0 day
Identification and Request of required documents	0.5 day
Development of Interview Questions	1.0 day
Interviews with Regional Collaborative Board Chairs (0.5 day per interview)	1.0 day
Group interviews with each Region's Heads of Children Services (0.5 days per interview)	1.0 day
Interview with the Director of the National Adoption Service	0.5 day
Interviews with Regional Adoption Managers (0.5 days per interview)	1.0 day
Analysis of documentation	2.0 days
Analysis of Performance data	1.0 day
Identification of staffing structures and related costs	1.0 day
Analysis of all information	2.5 days
Report Write up	2.5 days
Development of summary and presentation of Findings	1.0 day
Administrative Time	1.0 day
<b>Total days</b>	<b>18 days</b>

## REPORTING ARRANGEMENTS

Commencement of the fieldwork will include a set up meeting with Laura Kinsey, Head of Childrens Social Care in Bridgend CBC, which will discuss the scope and expectations of the project. Following the set up meeting, the project officer is expected to provide weekly updates and any concerns presented during the project should be reported to Laura Kinsey as necessary.

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

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

##### SCHOOL MODERNISATION PROGRAMME – BAND B MYNYDD CYNFFIG PRIMARY SCHOOL

#### 1. Purpose of report

1.1 The purpose of this report is to:

- seek approval to submit a revised Band B Strategic Outline Programme (SOP) to Welsh Government (WG) which substitutes the Bridgend South East scheme with a replacement Mynydd Cynffig Primary School (2 form entry plus nursery); and
- seek approval for an options appraisal and feasibility study to be conducted for a replacement Mynydd Cynffig Primary School.

#### 2. Connection to corporate well-being objectives/other corporate priorities

2.1 This report assists in the achievement of the following corporate well-being objectives under the Well-being of Future Generations (Wales) Act 2015:

- **Supporting a successful sustainable economy** - taking steps to make the county borough a great 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 borough.
- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help deliver the Council's well-being objectives.

2.2 On 3 March 2015, Cabinet approval was received for the Council to adopt revised principles as a framework for school organisation in Bridgend. Five key principles were set out to inform the organisation and modernisation of our schools. These are:

- commitment to high standards and excellence in provision;
- equality of opportunity, so that all pupils can access quality learning opportunities, regardless of which school they attend;
- inclusive schools, which cater for the learning needs of all their pupils;
- community-focused schools, where the school actively engages with its local community; and
- value for money.

- 2.3 The Policy and Planning Framework sets out 17 areas where these principles should be applied in practice.
- 2.4 The principles which are particularly relevant in the context of Band B are:
- the size of primary schools (to ensure that “all Bridgend’s primary schools are large enough to make the full range of necessary provision”); and
  - value for money, efficiency and effectiveness (“narrowing the gap between the most and the least expensive provision currently”).

### **3. Background**

- 3.1 In April 2009, Cabinet approved a number of individual projects that emerged from a feasibility study, which reviewed 3 to 18 learning provision in the Cefn Cribwr, Cornelly, Kenfig Hill and Pyle area. Approval was received to progress a project to cater for a proposed amalgamation of the then Mynydd Cynffig Infant and Junior Schools.
- 3.2 In December 2010, the Council’s SOP for the 21<sup>st</sup> Century Schools Programme was submitted to WG and a replacement Mynydd Cynffig Primary School scheme was identified as a Band A project. In 2011, the project was again confirmed as a priority Band A scheme in a further SOP submission to WG.
- 3.3 A feasibility study was undertaken in 2011 to establish the most suitable site for the primary school. That study considered the establishment of primary provision on Mynydd Cynffig Infant and Junior Schools’ sites plus the site of Cynffig Comprehensive School, the outcome of which determined that the preferred site was that of the Junior School.
- 3.4 Following the establishment of Mynydd Cynffig Primary School in September 2015, a decision was made to undertake further feasibility work to explore the potential of remodelling Cynffig Comprehensive School, in order to accommodate Mynydd Cynffig Primary School at that location.
- 3.5 The feasibility study showed that Cynffig Comprehensive School site allowed for suitable alternative solutions to the critical issues of sufficient developable area and appropriate site access. It also offered sufficient space to develop a 2-form entry school plus nursery and remove some secondary surplus places.
- 3.6 The outcome of the feasibility study was reported to Cabinet in July 2016 and approval was provided to commence the consultation process to relocate the primary school to the secondary site.
- 3.7 The outcome of the consultation was reported to Cabinet in January 2017. The community strongly opposed the proposal and Cabinet determined to consider a counter proposal from the objectors (ie to locate the new school on the junior site).
- 3.8 In March 2017, the outcome of a review of the 2011 feasibility study and the counter proposal was reported to Cabinet together with concerns regarding revised budget estimates for the new school development at the secondary

site. Cabinet determined to abandon the proposal, as there was insufficient funding available to take forward the scheme at the comprehensive or junior school site.

- 3.9 In October 2017, Cabinet approved Bridgend's Band B priorities, which included a 2.5-form entry school plus nursery for the Bridgend South East area of the county borough. At that time, Cabinet also agreed for further feasibility work to be undertaken for a replacement Mynydd Cynffig Primary School which, depending on the outcome and available funding, could be delivered as a priority scheme in Band C. Subsequent Cabinet approval was received in January 2020, to undertake a feasibility study for a 2-form entry dual-stream school plus nursery (ie Welsh and English-medium provision) at the proposed Parc Afon Ewenni development site. At that meeting Cabinet also approved the submission of a revised SOP to WG to reflect strategic changes which would rebalance the programme and the forms of entry between the proposed North East scheme (revised increase to 2.5-form entry plus nursery) and South East (revised decrease to 2-form entry plus nursery).
- 3.10 In November 2019, the Mynydd Cynffig Primary School's infant site suffered a catastrophic failure of its heating system and the repair forced the school to close for three weeks. Pupils and staff were temporarily decanted to neighbouring schools in order for teaching and learning to continue.
- 3.11 A building condition survey which was undertaken during the above closure period reduced the condition of the school from its previous condition, that is, "C" to a category "D" (ie 'Bad – life expired and/or at risk of imminent closure, requiring significant immediate/urgent works'). The nature and assortment of the disrepairs highlighted within the condition survey made isolated repair works to individual fabric elements at the school extremely challenging and economically unfeasible.
- 3.12 The outcome of the condition survey and the potential issues were reported to the School Modernisation Strategic Programme Board (Board) and as a result of the health and safety risk to pupils and staff, the Board agreed that the school building would close to pupils on 13 March 2020 and alternative teaching accommodation would be provided as a matter of urgency. In the meantime, pupils would receive their education from available teaching spaces at Corneli Primary School, Ysgol y Ferch O'r Sgêr and the Integrated Children's Centre, as per previous arrangements.
- 3.13 A scheme for the provision of temporary classrooms was tendered via a mini competition of Lot 11 of the South East Wales Schools Capital Procurement Framework (SEWSCAP 3). The submissions were evaluated to establish the most economically advantageous tender. Council has responsibility to approve additions to the capital programme. However, due to the urgency of the works, it was necessary to revise the capital programme to include a budget allocation for Mynydd Cynffig Primary School (infants) so that the contract for the works could be awarded (subject to delegated approval). Due to the urgent nature of this approval, the Chief Executive used his emergency powers to amend the capital programme for the necessary funding (ie £1.2m), in order to purchase the accommodation and undertake infrastructure works relating to

sections of the main school building that are required to be retained and kept in use (eg hall and kitchen).

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

- 4.1 WG officials have confirmed that the revised SOP, which rebalances the programme between the North East and South East (as detailed in paragraph 3.9 of this report), has been considered by the capital panel. The panel has recommended that the Minister approves the revision. However, official confirmation of the Ministerial decision is yet to be received.
- 4.2 Tender award for the purchase of the temporary accommodation for the infants site of Mynydd Cynffig Primary School is being progressed. Although there is a significant financial commitment for the supply of accommodation, the overarching concerns regarding the primary school occupying two separate sites, plus the size of the junior building remains. Added to this concern is that the Foundation Phase will be taught in temporary accommodation until such time that a new school is provided.
- 4.3 Despite Cabinet's approval to progress a feasibility study in respect of a dual-stream school for Bridgend South East (Parc Afon Ewenni) in January 2020, a development at this location is currently being reviewed in terms of viability. In due course, it will be determined whether Parc Afon Ewenni will be included as an area for development within the new Local Development Plan (LDP). Given the current position in terms of developing the site for housing, the Parc Afon Ewenni Board has confirmed that a school at this location will not be deliverable within the Band B period, as it would need to align to the timing of the residential development. Therefore, consideration must be given to deliver a school at Parc Afon Ewenni in Band C (should the site be included in the new LDP), and to re-prioritise Band B to bring forward a replacement 2-form entry plus nursery Mynydd Cynffig Primary School scheme. The WG intervention rate for Band B is 65% for mainstream school capital schemes, and this would be lost if neither scheme is progressed.
- 4.4 The development of a replacement Mynydd Cynffig Primary School would be subject to the WG business case process, options appraisal and feasibility study. The junior site would be considered as part of the option appraisal process and there are known land issues that would need to be resolved, should a decision be taken to progress a scheme at that site. However, early indications are that they are not insurmountable and can be worked through.

#### **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 initial screening has been undertaken for Mynydd Cynffig Primary School, the outcome of which indicates that a full Equality Impact Assessment will be required prior to any formal decision in terms of a specific proposal.



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

7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment provides a comprehensive summary of the outcomes expected from the implementation of the service.

- |               |   |
|---------------|---|
| Long term     | <ul style="list-style-type: none"><li>• Fulfils the Council's statutory duty to provide sufficient pupil places.</li><li>• Allows teaching and learning to take place on one site, assisting with sharing expert knowledge and resources.</li><li>• Supports the day-to-day management and operation of the school.</li><li>• Helps parents with drop-off and pick-up arrangements, as all pupils will attend one site.</li></ul> |
| Prevention    | <ul style="list-style-type: none"><li>• Safeguards the Council's position in terms of any potential legal challenge regarding the supply of school places.</li></ul>  |
| Integration   | <ul style="list-style-type: none"><li>• Ensures that the curriculum can be delivered from a purpose built facility that meets social, environmental and cultural objectives.</li></ul>  |
| Collaboration | <ul style="list-style-type: none"><li>• Works effectively with schools and many internal and external partners to ensure that the building meets the short-term and future needs of users and the community that it will serve.</li></ul>   |
| Involvement   | <ul style="list-style-type: none"><li>• Engagement of potential stakeholders including Cabinet, members, governors, staff, pupils, community, internal and external partners.</li></ul>   |

## **8. Financial implications**

8.1 In December 2018, Council approved a programme envelope of £71.3m covering Band B new school builds of £68.2m, along with funding for potential highways works which is currently budgeted at £3.4 million across all Band B schemes (the cost of highway works will have to be met in full by the local authority, as there is no match funding from WG).

8.2 Since that time, WG has amended the Band B intervention rates, and in March 2019 Cabinet reviewed the funding options available, having regard to the increased contribution from WG, and the advantages/disadvantages of each of the options. Approval was received to proceed with two primary schools to be funded via Mutual Investment Model and two primary schools and one special school to be funded via capital grant.

8.3 Following this decision, the revised funding requirement, based on two MIM schemes and three schemes funded from capital grant, was detailed in the capital programme, and received subsequent Council approval. This has since been amended and updated as part of ongoing capital programme updates.

- 8.4 It is currently anticipated that a replacement 2-form entry plus nursery Mynydd Cynffig Primary School would require the same funding envelope as the planned 2 form entry plus nursery school at Bridgend South East (Parc Afon Ewenni). Options appraisal work and a detailed feasibility study will determine whether the £10.2m capital funding allocation is sufficient. However, site choice and potential abnormalities may impact on the funding requirement. Any financial implications for this scheme will be reported in a future Cabinet and Council report.
- 8.5 It must be noted that the approved funding for highway works may be insufficient, or there may be additional costs associated with land. Cabinet will be apprised of the outcome of the study in due course.

## **9. Recommendations**

Cabinet is recommended to:

- give approval to submit a revised Band B SOP to WG which substitutes the Bridgend South East scheme with a replacement Mynydd Cynffig Primary School (2 form entry plus nursery); and
- give approval for an options appraisal and feasibility study to be conducted for a replacement Mynydd Cynffig Primary School.

**Lindsay Iorwerth Harvey**

**Corporate Director - Education and Family Support  
June 2020**

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### **Background documents**

Cabinet Report (28 April 2009): "SCHOOL MODERNISATION PROGRAMME: PHASE 2 3-18 PROVISION IN THE AREA OF CEFN CRIBWR, CORNELLY, KENFIG HILL AND PYLE"

Cabinet Report (2 November 2010) "THE SCHOOL MODERNISATION PROGRAMME OVERVIEW AND BRIDGEND'S 21ST CENTURY SCHOOLS' STRATEGIC OUTLINE PROGRAMME SUBMISSION TO WELSH GOVERNMENT"

Cabinet Report (28 June 2011): "SCHOOL MODERNISATION PROGRAMME: SITE

## RECOMMENDATION FOR A PRIMARY SCHOOL IN MYNYDD CYNFFIG”

Cabinet Report (9 December 2014): “SCHOOL MODERNISATION: PROPOSAL TO CONSULT ON THE PROPOSAL TO CLOSE MYNYDD CYNFFIG INFANTS SCHOOL AND EXTEND THE AGE RANGE OF MYNYDD CYNFFIG JUNIOR SCHOOL TO CREATE AN ALL THROUGH PRIMARY SCHOOL”

Cabinet Report (16 June 2015): “SCHOOL MODERNISATION PROGRAMME: OUTCOME OF PUBLIC NOTICE ON THE PROPOSAL TO CLOSE MYNYDD CYNFFIG INFANTS SCHOOL AS AT 31<sup>ST</sup> AUGUST 2015 AND EXTEND THE AGE RANGE OF MYNYDD CYNFFIG JUNIOR SCHOOL FROM A 7-11 TO A 3-11 SCHOOL TO CREATE AN ALL THROUGH PRIMARY WITH EFFECT FROM 1<sup>ST</sup> SEPTEMBER 2015

Cabinet Report (5 July 2016): “SCHOOL MODERNISATION PROGRAMME: MYNYDD CYNFFIG PRIMARY SCHOOL – OUTCOME OF FEASIBILITY STUDY AND PROPOSAL TO CONSULT ON THE RELOCATION AND ENLARGEMENT OF THE SCHOOL”

Report to Council (6 July 2016): “SCHOOL MODERNISATION PROGRAMME: UPDATE ON REPLACEMENT MYNYDD CYNFFIG PRIMARY SCHOOL AND REVISED CAPITAL PROGRAMME”

Report to Cabinet (10 January 2017): “SCHOOL MODERNISATION PROGRAMME: OUTCOME OF CONSULTATIONS TO MAKE A REGULATED ALTERATION TO MYNYDD CYNFFIG PRIMARY SCHOOL”

Cabinet Report (3 October 2017): “SCHOOL MODERNISATION PROGRAMME – BAND B (2019-2024)”

Cabinet Report (19 December 2018): “SCHOOL MODERNISATION PROGRAMME – BAND B”

Council Report (20 December 2018): “SCHOOL MODERNISATION PROGRAMME – BAND B”

Cabinet Report (19 March 2019): “SCHOOL MODERNISATION PROGRAMME – BAND B”

Council Report (20 March 2019): “SCHOOL MODERNISATION PROGRAMME – BAND B”

Cabinet Report (21 January 2020): “SCHOOL MODERNISATION PROGRAMME – BAND B”

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO CABINET

30 JUNE 2020

#### REPORT OF THE CHIEF OFFICER LEGAL, HR 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 July to 31 October 2020.

##### 2. Connection to corporate well-being objectives / other corporate priorities.

- 2.1 This report assists in the achievement of the following corporate well-being objective/objectives under the Well-being of Future Generations (Wales) Act 2015:-
1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
  2. **Helping people and communities to be more health and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
  3. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

##### 3. Background

- 3.1 In accordance with the Council's Constitution, the Forward Work Programme will be prepared by the Monitoring Officer 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.

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

4.1 The proposed Forward Work Programmes are described below:

- Cabinet 1 July to 31 October 2020 - **Appendix 1**
- Council 1 July to 31 October 2020 - **Appendix 2**
- Overview and Scrutiny 1 July to 31 October 2020 - **Appendix 3**

4.2 Following consideration by Cabinet, the Forward Work Programme will be published on the Council's website.

#### **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. Wellbeing of Future Generations (Wales) Act 2015**

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 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.

#### **9. Recommendation**

9.1 Cabinet is recommended to:

- Approve the Cabinet Forward Work Programme for the period 1 July to 31 October 2020 at Appendix 1;

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

**Kelly Watson**  
**Chief Officer Legal, HR and Regulatory Services**  
**16 June 2020**

Contact Officer: Mark Galvin  
Senior Democratic Services Officer – Committees

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**Background documents:** None

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**CABINET FORWARD WORK PROGRAMME - 1 JULY 2020 TO 31 OCTOBER 2020**

<b>Item</b>	<b>Title of Report</b>	<b>Cabinet</b>	<b>Contact Officer</b>
<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
1.	<b>Appointment of Local Authority Governors</b>	21 Jul 2020	<b>Lindsay Harvey, Corporate Director Education and Family Support</b> lindsay.harvey@bridgend.gov.uk
2.	<b>Learner Travel Review</b>	21 Jul 2020	<b>Lindsay Harvey, Corporate Director Education and Family Support</b> lindsay.harvey@bridgend.gov.uk
3.	<b>Post 16 Education</b>	21 Jul 2020	<b>Lindsay Harvey, Corporate Director Education and Family Support</b> lindsay.harvey@bridgend.gov.uk
4.	<b>School Modernisation Programme Band B - Mynydd Cynffig Primary School</b>	21 Jul 2020	<b>Lindsay Harvey, Corporate Director Education and Family Support</b> lindsay.harvey@bridgend.gov.uk
5.	<b>School Modernisation Programme Band B, Mutual Investment Model Welsh Education Partnership - Strategic Partnering Agreement</b>	21 Jul 2020	<b>Lindsay Harvey, Corporate Director Education and Family Support</b> lindsay.harvey@bridgend.gov.uk
6.	<b>Valleys Regional Park Future Funding</b>	21 Jul 2020	<b>Janine Nightingale, Corporate Director – Communities</b> janine.nightingale@bridgend.gov.uk
7.	<b>Bridgend Heat Network Scheme</b>	21 Jul 2020	<b>Janine Nightingale, Corporate Director - Communities</b> janine.nightingale@bridgend.gov.uk
8.	<b>Social Services and Wellbeing 5 Year Service Delivery Plan</b>	21 Jul 2020	<b>Susan Cooper, Corporate Director -</b>

Item	Title and Description of Report	Cabinet	Contact Officer
(a)	(b)	(c)	(d)
			<b>Social Services &amp; Wellbeing</b> susan.cooper@bridgend.gov.uk
9.	<b>Contract Extension - Clos Penglyn Supported Living Service</b>	21 Jul 2020	<b>Susan Cooper, Corporate Director - Social Services &amp; Wellbeing</b> Tel: 01656 642251
10.	<b>Capital Programme Outturn 2019-20 and Quarter 1 update 2020/21</b>	21 Jul 2020	<b>Gill Lewis, Interim Head of Finance and Section 151 Officer</b> gill.lewis@bridgend.gov.uk
11.	<b>Budget Monitoring 2020-21 Quarter 1 Revenue Forecast</b>	21 Jul 2020	<b>Gill Lewis, Interim Head of Finance and Section 151 Officer</b> gill.lewis@bridgend.gov.uk
12.	<b>Treasury Management Quarter 1 2020-21</b>	21 Jul 2020	<b>Gill Lewis, Interim Head of Finance and Section 151 Officer</b> gill.lewis@bridgend.gov.uk

**COUNCIL FORWARD WORK PROGRAMME - 1 JULY 2020 TO 31 OCTOBER 2020**

Item	Title of Report	Council	Contact Officer
(a)	(b)	(c)	(d)
1.	<b>Capital Programme Outturn 2019-20 and Quarter 1 update 2020/21</b>	22 Jul 2020	<b>Gill Lewis, Interim Head of Finance and Section 151 Officer</b> gill.lewis@bridgend.gov.uk
2.	<b>Urgent Delegated Decisions</b>	22 Jul 2020	<b>Kelly Watson, Chief Officer Legal, HR and Regulatory Services</b> kelly.watson@bridgend.gov.uk

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**OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME - 1 JULY 2020 TO 31 OCTOBER 2020**

Date	Title of Report	Scrutiny Committee	Contact Officer
6 Jul	<b>Learner Travel</b>	Combined Subject Overview and Scrutiny Committee 1 & 2	Lindsay Harvey, Corporate Director Education and Family Support Tel: lindsay.harvey@bridgend.gov.uk
6 Jul	<b>Post 16 Education</b>	Combined Subject Overview and Scrutiny Committee 1 & 2	Lindsay Harvey, Corporate Director Education and Family Support Tel: lindsay.harvey@bridgend.gov.uk

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of the Local Government Act 1972.

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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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