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Bridgend County Borough Council



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Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate

Deialu uniongyrchol / Direct line /: 01656 643148 / 643147 / 643694

Gofynnwch am / Ask for:

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Wednesday, 14 October 2020

Dear Councillor,

CABINET

A meeting of the Cabinet will be held remotely via Skype for Business on **Tuesday, 20 October 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 - 26
To receive for approval the Minutes of 15/09/2020
4. Annual Report 2019-20 27 - 84
5. Budget Monitoring 2020-21 Quarter 2 Revenue Forecast 85 - 118
6. Capital Programme Update - Quarter 2 2020-21 119 - 138
7. An In-House service for Victims of Domestic Abuse 139 - 148
8. Novation of Contracts for Services provided by Bridgend County Crossroads, Caring for Carers 149 - 152
9. Multi-Agency Permanence Support Service – Children's Services 153 - 158
10. Regulation of Investigatory Powers Act 2000 159 - 176
11. Representation on Outside Bodies and Joint Committees 177 - 186
12. Shared Regulatory Services - Variation to Joint Working Agreement 187 - 190

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13. Information Report for Noting 191 - 200
14. Appointment of Local Authority Governors 201 - 206
15. Invitation of Tenders for Home-to-School Transport Contracts 207 - 212
16. 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.

Please note: Due to the current requirement for social distancing this meeting will not be held at its usual location. This will be a virtual meeting and Council Members and Officers will be attending remotely. The meeting will be recorded for subsequent transmission via the Council's internet site which will be available as soon as practicable after the meeting. If you have any queries regarding this, please contact cabinet_committee@bridgend.gov.uk or tel. 01656 643147 / 643148.

Yours faithfully

K Watson

Chief Officer, Legal, HR & Regulatory Services

Councillors:

HJ David

CE Smith

Councillors

HM Williams

D Patel

Councillors

RE Young

NA Burnett

CABINET - TUESDAY, 15 SEPTEMBER 2020

MINUTES OF A MEETING OF THE CABINET HELD IN REMOTE MEETING VIA SKYPE FOR BUSINESS ON TUESDAY, 15 SEPTEMBER 2020 AT 14:30

Present

Councillors HJ David – Chairperson

CE Smith

PJ White

HM Williams

D Patel

Apologies for Absence

Cllr RE Young and Interim Chief Officer - Finance, Performance and Partnerships.

Officers:

| | |
|--------------------|---|
| Janine Nightingale | Corporate Director - Communities |
| Kelly Watson | Chief Officer Legal, HR and Regulatory Services |
| Laura Kinsey | Head of Children's Social Care |
| Mark Shephard | Chief Executive |
| Deborah Exton | Interim Deputy Head of Finance |
| Mark Galvin | Senior Democratic Services Officer - Committees |
| Lindsay Harvey | Corporate Director Education and Family Support |
| Jackie Davies | Head of Adult Social Care |
| Martin Morgans | Head of Performance and Partnership Services |
| Zak Shell | Head of Neighbourhood Services |
| Michael Pitman | Democratic Services Officer - Committees |
| Robin Davies | Group Manager - Business Strategy and Performance |
| Nicola Bunston | Consultation Engagement and Equalities Manager |

526. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Councillor D Patel – Prejudicial interest in Item 16 as she is named in the report. Personal interest in Item 17 as her Cabinet portfolio is named in the report. Councillor Patel left the meeting whilst item 16 was being considered.

Councillor HM Williams – Personal interest in Agenda item 14, as his grandchildren were in receipt of Learner Travel.

Councillor CE Smith – Personal interest in Agenda item 15, as he had nieces and nephews that attended Mynydd Cynffig Primary School.

527. APPROVAL OF MINUTES

RESOLVED: That the Minutes of a meeting of Cabinet dated 30 June 2020 and 21 July 2020, be approved as a true and accurate record

528. LOCAL AIR QUALITY MANAGEMENT - ANNUAL PROGRESS REPORT 2020

The Chief Officer – Legal, HR and Regulatory Services submitted a report, the purpose of which, was to seek approval for the 2020 Bridgend County Borough Council (BCBC) Local Air Quality Management (LAQM) Annual Progress Report (APR) based upon on air quality datasets obtained in 2019. The report required Cabinet approval in order to submit a final version to Welsh Government (WG) before the 30th September 2020, as

well as to consider the Draft Action Plan in respect of air emissions at Park Street, Bridgend.

She then introduced Officers from Shared Regulatory Services (SRS) to present the report.

Members were advised, that under Section 82 of the Environment Act 1995 every local authority has an obligation to regularly review and assess air quality in their areas, and to determine whether or not air quality objectives to protect health are likely to be achieved. Where the air quality reviews indicate that the air quality objectives are not being achieved, or are not likely to be achieved, Section 83 of the 1995 Act requires local authorities to designate an Air Quality Management Area ('AQMA'). Section 84 of the Act ensures that action must then be taken at a local level which is outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves.

The Annual Progress Report, annexed at Appendix 1 to the main report, provided details on the ratified data for the air quality monitoring undertaken in 2019 within BCBC.

The Park Street, Bridgend AQMA Order was officially implemented on the 1st January 2019. The area comprising the Bridgend County Borough Council Air Quality Management Area Order No. 1, Park Street is outlined by Figure 1, shown on the plan at paragraph 4.1 of the report.

This 2020 Annual Progress Report (APR) outlined the revisions made to the NO₂ non-automatic monitoring network utilised in Bridgend for 2019. Existing non-automatic NO₂ monitoring locations were decommissioned due to continued compliance and new NO₂ monitoring locations were commissioned to strengthen understanding in existing monitored areas, such as the Park Street AQMA and Cowbridge Road.

This 2020 APR does confirm that in 2019 air quality continues to be a prevalent concern along Park Street coinciding with the geographical boundary of the Park Street, Bridgend AQMA Order raised on the 1st January 2019. It is also noted that elevated annual average air quality levels exist in close proximity to Park Street along adjoining road networks where relevant exposure is apparent. Figure 2 depicts the non-automated monitoring sites located in and around the Park Street AQMA. Further details regarding this, were explained in the report.

It was essential that the highlighted monitoring sites are closely examined and suitable action is taken where necessary. Such action may involve amendments to the Park Street AQMA Order, including revisions of the geographical boundary to encapsulate a wider area and reasoning for declaration.

In addition to the non-automated monitoring network specific to the Park Street AQMA, it is imperative that SRS/ BCBC improve the air quality monitoring capabilities along Park Street by introducing an automated air quality monitoring system (AMS).

As part of the LAQM statutory duties, from the date of raising the AQMA Order (in this instance 1st January 2019) SRS and BCBC has 18 months in which to prepare a DRAFT Action Plan to improve air quality in the area, and once agreed, this plan must be formally adopted before two years has elapsed.

In order to develop ideas and ensure an effective AQAP which considers all aspects, prioritising public health, an AQAP Work Steering Group has been put together consisting of representatives from Bridgend County Borough Council's various departments, as well as persons from the local PSBs.

Agreed by the AQAP Working Steering Group and coincided with the feedback received at the December 2019 public engagement sessions, the extent of the air quality levels examined on Park Street are derived by the nature of traffic flows utilising the network. Queuing and inconsistent traffic flows would appear to be the principal cause of the portrayed poor air quality levels.

Following the indicative Cost Benefit Analysis a decision was made by the AQAP Work Steering Group to pursue those mitigation options that will manage and improve traffic flows through the Park Street AQMA and in doing so deliver air quality improvements in the shortest time possible, and in line with the ambitions of Welsh Government and BCBC; reduce levels to as low as reasonably practicable.

SRS Officers then explained some suggested proposals by which to achieve the above.

The Officers then concluded their report, by advising that Air quality data collection has been deemed as an essential service by Welsh Government, whereby monitoring was resumed for May 2020. The results for 2020, which will be recorded in the 2021 Annual Progress Report will need to be corrected/ ratified to account for the gaps in the annual datasets incurred by the COVID situation.

The Cabinet Member – Future Generations and Wellbeing commended the report and the amount of hard work that had gone into this, including drop-in sessions at Halo at the end of last year.

She also thanked the local Members of the Ward covering the Park Street area, for their contributions. She highlighted the report was based on 2019 data that supported findings in 2018 arising from the Area Management Order, put in place, as a result of queuing of traffic flows in this area of Bridgend.

The Cabinet Member – Future Generations and Wellbeing also extended her thanks to those members of the public who had also been involved in consultations with herself, SRS staff, the local members and other Council staff regarding this issue, which was a public health problem. The nitrogen dioxide levels needed to be reduced in Park Street to as low as possible as soon as possible. The proposals contained in the Local Air Quality Management Action Plan would be monitored going forward, including any measures as of yet not implemented, she added.

The Leader noted that a suggestion had been made that in order to address the above problem, a by-pass road could be facilitated at this location, ie near the foot of Park Street by the traffic lights, to alleviate some of the traffic congestion and air quality problems. However, he felt that this was a considerable resource issue and that the provision of this, would probably displace the problem and cause more traffic problems/air quality issues elsewhere.

A SRS Officers advised that there were a number of mitigating solutions being considered as part of the Local Air Quality Management Control proposals, though these had to be both viable and achievable options, which also needed to be implemented within an appropriate timescale.

The Head of Operations – Community Services echoed that the provision of a by-pass road would prove to be a very expensive option to pursue in order to provide a possible solution to the problem. Other mitigating factors could be looked at he added, such as the encouragement of more ultra-low carbon emission vehicles being used by the public, which was high on the Government's agenda and ways to prevent the idling of vehicles at locations such as Park Street, though this was always difficult on the highway network

where there were traffic lights, where vehicles would as a matter of course be held up in traffic. The further use of Active Travel routes could also contribute towards a solution, he added.

The Cabinet Member – Education and Regeneration concluded debate on the report, by stating that a long term possibility worth considering, was a cycling/walking route from Penyfai to Cefn Glas, particularly given that the stretch of highway that presently existed between these two locations, was highly dangerous to cycle or walk along.

RESOLVED: That Cabinet:

- (1) Noted and accepted the results of air quality monitoring gathered in 2019.
- (2) Noted the progress made in developing the Air Quality Action Plan for Park Street, and endorse the decision to proceed with detailed transportation and air quality assessments to help quantify the impact the favoured measures could have on air quality within the Park Street, Bridgend AQMA
- (3) Agreed the finalisation of the 2020 Annual Progress Report (as attached at Appendix 1 to the report) for submission as a final version to Welsh Government before 30th September 2020.

529. **CROSS PARTY RECOVERY PANEL - PHASE 1 FINDINGS AND RECOMMENDATIONS**

The Chairperson of the Corporate Overview and Scrutiny Committee presented a report (on behalf of the Committee) which informed Cabinet of the Phase 1 Findings and Recommendations of the Cross-Party Recovery Panel attached at Appendix A to the report, which had been endorsed by the Corporate Overview and Scrutiny Committee

The report also asked the Executive to note that the work of the Cross-Party Recovery Panel will continue, with regular reviews of the work to help ensure effectiveness and respond to any emerging issues.

The Chairperson of the Corporate Overview and Scrutiny Committee, advised that it was agreed at the meeting of the Corporate Overview and Scrutiny Committee on 13 July 2020, to establish a Cross-Party Recovery Panel. Membership of the Recovery Panel comprises the 12 Members of the Corporate Overview and Scrutiny Committee plus 4 additional Members: 2 Labour; 1 Independent Alliance and 1 Conservative, nominated by Group Leaders. The Panel was established with the aim of shaping, informing and advising Cabinet on the Council's recovery planning to form the basis of the recovery phase for the Covid-19 pandemic.

The Cross-Party Recovery Panel met on six occasions during August and were supported by the Senior Democratic Officer – Scrutiny, two Scrutiny Officers and the Group Manager Legal & Democratic Services. During its meetings, the Cross-Party Recovery Panel considered presentations from requested invitees including: Public Services Board (PSB) Team Officers; Bridgend Association of Voluntary Organisations (BAVO) Chief Executive, Operational Manager and a Community Navigator; the Corporate Director - Social Services and Wellbeing and the Head of Adult Services; the Director of Bridgend County Care and Repair, and the Head of Partnership Services and Group Manager – Housing.

She added, that in Phase 1, the Cross-Party Recovery Panel has taken a structured approach to the selection of key areas from those identified for priority to feed into the recovery process and has identified key issues following examination.

CABINET - TUESDAY, 15 SEPTEMBER 2020

The Chairperson of the Corporate Overview and Scrutiny Committee, confirmed that on 7 September 2020 the Corporate Overview and Scrutiny Committee received a report on the findings of the Cross-Party Recovery Panel and approved that the recommendations of the Panel should be forwarded to Cabinet as part of the recovery process, in order to feed into the realignment of the Council's Medium Term Financial Strategy and the Corporate Plan.

The Corporate Overview and Scrutiny Committee also considered the next steps proposed for the Recovery Panel and considered whether it wished the work of the Panel to continue beyond September. It was acknowledged that the recovery of the County Borough following the Covid-19 pandemic is a significant and a complex programme that has a key role to play in the economic vitality and community resilience of the county borough and its residents.

The Chairperson concluded her submission, by referring Members to the 16 Recommendations that had been made by the Cross Party Recovery Panel and endorsed by the Corporate Overview and Scrutiny Committee, appended to the report.

The Leader thanked Members of both the above bodies, for the work they had contributed as reflected in the reports Appendix.

The Chief Executive added that the recommendations would be examined in conjunction with the Council's revised Corporate Plan and Medium Term Financial Strategy going forward. These and other contributory factors would look to shape the Council's Recovery Plan.

The Leader concluded debate on the item, by assuring that any recommendations that were time sensitive would be looked at by Cabinet and the Corporate Management Board as a matter of priority.

RESOLVED: That Cabinet:

(1) Considered the findings and recommendations of the Cross-Party Recovery Panel (Appendix A to the report) which have been endorsed by the Corporate Overview and Scrutiny Committee as part of the recovery process, in order to feed into the realignment of the Council's Medium Term Financial Strategy and the Corporate Plan going forward and;

(2) Noted that the work of the Cross-Party Recovery Panel will continue and further recommendations will be reported to the Corporate Overview and Scrutiny Committee and Cabinet for approval

530. **PORTHCOWL WATERFRONT REGENERATION SCHEME: SALT LAKE AND SANDY BAY SITES**

The Head of Operations – Community Services presented a report to Cabinet, in order to update Cabinet on the Local Development Plan candidate site submission and proposed land use framework for this strategic scheme. To also further update Cabinet on the proposed marketing of the food retail site on part of The Green and Salt Lake car park and finally, to seek a formal resolution to authorise officers to commence all necessary steps to acquire land to support the Porthcawl Waterfront Regeneration project, including steps preparatory to serving a Compulsory Purchase Order.

He confirmed that There are two landholdings within the Porthcawl Waterfront Regeneration site which the major landowners are keen to promote for development and subsequent disposal:

1. Land at the Salt Lake car park site (phase 1) which is exclusively owned by the Council.
2. Substantial landholdings at the Coney Beach and Sandy Bay sites (phase 2), owned by the Council and another major landowner.

The report highlighted some of the next steps in the delivery of this project.

The Head of Operations – Community Services confirmed, that the site is currently allocated for mixed development within the existing Local Development Plan. This allocation is supported by adopted Supplementary Planning Guidance (SPG), often referred to as the “Seven Bays Project – Porthcawl Waterfront SPG”. The site has been put forward as a candidate site for consideration as part of the replacement Local Development Plan 2018-2033 (LDP).

To evidence the deliverability and viability of the site the major landowners have produced a draft land use framework and masterplan for consideration as part of the LDP process, he explained. The land use plan was shown at Appendix 1 to the report.

The Head of Operations – Community Services proceeded, by confirming that as a first stage in bringing the phase 1 scheme forward on the Salt Lake car park land, the Council is intending to market a food retail site of circa 2.2 acres on the northern portion of The Green and Salt Lake car park site. Appendix 2 of the report, showed the outline of the site intended for this edged in red.

It was anticipated that the marketing will commence in early Autumn 2020 and bids will be received and appraised by the end of the calendar year. A further report would be submitted to Cabinet in the new year, providing an update and seeking approval to dispose of the site.

The food store site forms a key element of the wider masterplan that has been worked up for the Porthcawl Waterfront Regeneration Scheme and is intended to act as a precursor to, and catalyst for, future phases of development across the wider site.

The Head of Operations – Community Services stated that within the Phase 2 Sandy Bay and Coney Beach sites, the major land owners are keen to bring their landholdings forward for disposal. There are some unoccupied land parcels where title needs to be cleansed or which are in third party ownership and need to be acquired.

The Council will attempt to acquire the third party land through negotiated agreements. However, it may not be possible to acquire the third party land by agreement and, if necessary, the Council will use its powers under the Town and Country Planning Act 1990 to acquire land within the red edged boundary and as shown in Appendix 3 to the report.

He then concluded his submission by referring Cabinet to the report’s financial implications adding firstly, that it was anticipated that the sale of the food store on the Salt Lake car park site will generate a capital receipt. In November 2018 Council resolved to use this receipt to invest in approved infrastructure improvements within the Porthcawl Regeneration project, including the upgrading of the Hillsborough Car park which serves the town centre.

The acquisition of land on the Sandy Bay / Coney Beach site will have a cost, including any compensation to be paid. The costs are to be shared between the major land owners. No funding has yet been approved for this and a separate report will be brought to Cabinet and Council, for funding to be included within the Capital Programme, should this proceed.

The Cabinet Member – Education and Regeneration thanked Officers and local Ward Members for the hard work they had put in to this latest phase of the regeneration of Porthcawl, notwithstanding its delay due to the Covid situation.

He added that he had himself engaged with the Porthcawl Town Council, Porthcawl Civic Trust and spoken to Sustainability Wales regarding the proposals and to take ideas forward for low carbon energy developments as part of the development scheme. He had also engaged with schools in Porthcawl on the recommended proposals as well as to seek their ideas, as part of the consultation process.

Discussions had also been ongoing with the RNLI, the local MP and colleagues at the Senedd Cymru, the Cabinet Member – Education and Regeneration added, including with regards to purchasing the leasehold at Salt Lake car park.

The Leisure part of the proposals would comprise of mixed developments he added and a short term leasing agreement would look to be secured of the site, followed by a longer term version as soon as it was established what the market was in terms of offers for the land.

He concluded his contribution, by stating that some of the detail of the Master Plan for the Eastern Promenade works had been revised, which would in turn see this location including a pedestrianised area and a proper Esplanade/Promenade.

Any Capital receipts from the Scheme would also be placed back into Porthcawl towards further re-development proposals.

The Leader confirmed that he hoped that there was going to be no requirement for a Compulsory Purchase Order to be pursued in respect of some of the land within the Phase 2 Sandy Bay/Coney Beach sites and that the sale of these ‘pocket’ areas could be secured by way of agreement with the landowner(s). He asked if the proposals contained in the report had been the subject of some significant public consultation, to which the Head of Operations - Community Services replied that they had.

The Leader closed debate on the item by reiterating what had been said earlier in debate, by the Cabinet Member - Education and Regeneration, particularly that any monies incurred from the land sales, would be further committed to Porthcawl.

RESOLVED: That Cabinet:

- (1) Noted the intention to submit a land use framework as part of the Local Development Plan process for the Porthcawl Regeneration scheme.
- (2) Noted the proposed marketing of the sale of land forming part of The Green and Salt Lake car park for use as a food store site
- (3) Approved the making of a resolution to authorise officers to take all necessary steps to acquire the land edged red on the attached plan, including all preparatory steps for making a compulsory purchase order for the purposes of enabling the comprehensive development of the Porthcawl Regeneration Scheme.

531. AN IN-HOUSE SERVICE FOR VICTIMS OF DOMESTIC ABUSE

The Chief Executive presented the above report and asked Cabinet if it could be deferred to a future meeting, in order to have further and more detailed discussions with stakeholders.

Members agreed with this proposal.

RESOLVED: That Cabinet agreed to defer this item in order to pursue further stakeholder engagement.

532. COVID-19 PREVENTION AND RESPONSE PLAN FOR THE CWM TAF MORGANNWG REGION

The Chief Executive presented a report, the purpose of which, was to seek Cabinet endorsement of the COVID-19 Prevention and Response Plan for the Cwm Taf Morgannwg Region.

By way of background, he advised Members that In a joint letter from the Welsh Government Chief Medical Officer, NHS Wales Chief Executive and Director, Local Government on 27 July 2020, Local Health Boards were asked to lead the development of Local Covid-19 Prevention and Response Plans in partnership with Local Authority Chief Executives.

The Public Health Protection Response Plan developed by Public Health Wales (PHW) on behalf of Welsh Government, proposed 3 key elements, as follows:-

1. Preventing the spread of Coronavirus Disease (COVID-19) through contact tracing and case management.
2. Sampling and testing different people in Wales.
3. Population surveillance.

These 3 elements had been endorsed by both Rhondda Cynon Taf and Merthyr Councils, the Chief Executive added.

Subsequent letters and guidance from Welsh Government and Public Health Wales, set out that effective implementation of an integrated national and local system should be based on six principles, as outlined in the second part of paragraph 3.2 of the report.

The Chief Executive emphasised, that Local Authorities have a central role in the management of the Covid-19 response in Wales. This has been demonstrated in the provision of social care and support to the most vulnerable residents; the childcare hubs delivering support to essential key workers and supporting vulnerable children; the maintenance of essential services and the critical role that local authorities have in the Test Trace Protect (TTP) programme and response to incidents or outbreaks.

He further explained that the Regional Strategic Oversight Group (RSOG), oversees the work of six work streams, namely:

- Surveillance;
- Sampling & Testing;
- Contact Tracing & Case Management;
- Risk Communications and Community Engagement;
- Protect, and;
- Covid-19 mass vaccination

The Cwm Taf Covid-19 Prevention and Response Plan attached at Appendix 1 to the report, provided a robust approach to how the region has responded effectively to the threat from Covid-19, also setting out clearly how it would continue to do so.

Appendix 4 of the Plan outlined considerations for local enhance measures, where increases in cases required additional measures by which to control transmission of the infection. An Action Plan and associated documentation, also supported the main Plan

The Plan also sets out an overview of the key surveillance indicators and reporting schedule, (Appendix 5 of the report referred).

The Chief Executive advised that there was evidence to show very recently, that the virus was once more starting to spike in parts of Wales, though not so much currently in Bridgend.

The Chief Executive concluded the report, by confirming that there will be regular reviews of the Plan via the Regional Strategic Oversight Group. This will help ensure effectiveness of implementation or the need for change. The plan will also be reviewed in response to any emerging regional issues. Any significant changes will be signed off by the Regional Strategic Oversight Group, with sight of the plan as required, also by individual partners such as the Health Board and Local Authorities.

The Cabinet Member – Wellbeing and Future Generations was grateful for the report and the detailed amount of information that was contained in its supporting documentation. She added that she was also grateful to the 40 Contact Advisors from BCBC who had once more committed their support to the pandemic situation.

The Cabinet Member – Social Services and Early Help was concerned regarding the recent increase in cases and the situation with Care Homes. He asked if the Track & Trace project (TTP) measures in place were robust enough, bearing in mind the spike in cases within the neighbouring County Boroughs of RCT and Merthyr Councils.

The Chief Executive advised that 8 Education Officers had been added to the TTP teams shared across the above 2 areas and Bridgend County Borough, though he acknowledged that if the spike increased further, more Officers may have to be placed in this role. There was TTP funding available for such staffing reinforcements. Welsh Government were also looking at mutual aid arrangements in order to commit added resources to work corporately across the whole of Wales, as opposed to on a local authority by local authority basis. Public Health Wales had recently advised Bridgend, that people in Care Homes, who were amongst the most vulnerable in society, should not be allowed visitors at the present time, due to the rise in Covid cases.

The Monitoring Officer added that since 1 September the TTP team had been hosted by RCT County Borough Council and a considerable number of the Shared Regulatory Services team had been seconded there to assist in TTP work. Some employees that were originally in the TTP at Bridgend had been seconded to RCT to assist in this work due to the spike in cases and if the spike continued, more BCB employees may be needed to support this work, in due course.

The Leader advised that the lockdown in Caerphilly was a stark reminder of the risks the public faced if the virus was not controlled. Cases were starting to rise slowly in both Bridgend and RCT. He urged the people of Bridgend to play their part in the fight against the virus, as if cases continued to rise here, then action would be required to reduce the number of positive cases, including Bridgend going into lockdown if this was considered necessary.

RESOLVED: That Cabinet noted the report and appendices and endorsed the COVID-19 Prevention and Response Plan for the Cwm Taf Morgannwg Region.

533. **UPDATED CORPORATE PLAN 2018-2022 REVIEWED FOR 2020-21 FOLLOWING IMPACT OF COVID-19**

The Chief Executive submitted a report, to seek Cabinet endorsement of the updates to the Council's Corporate Plan 2018-2022 reviewed for 2020-21, following the impact of Covid-19 (Appendix A to the report) and submission of the Revised Corporate Plan (Appendix B), to Council for approval.

The Covid-19 pandemic will affect the ability of the Council to progress on the delivery of its well-being objectives set out in the refreshed Corporate Plan. It was therefore prudent to revisit the current commitments and targets and refocus the key priorities for the rest of 2020-21.

Attached at Appendix A to the covering report, was an extract from the refreshed Corporate Plan setting out proposed changes. This included some minor changes to BCBC's commitments as well as some new ones to reflect the key priority areas we need to focus on for the remainder of 2020-21.

There are also a number of new success measures in the Plan, as well as current ones, where the targets have been revisited.

The Chief Executive added that new commitments/amendments were set out in red in the refreshed Plan, as were changes to any targets. Where commitments/measures had been deleted, these were shown but were stricken through.

If Cabinet approved the changes in Appendix A, the revised commitments and measures will supersede those commitments and measures set out in the current Corporate Plan and will become the updated Corporate Plan 2018-2022 reviewed for 2020-21 version 2. This was attached at Appendix B to the report.

Delivery of the above, would be supported by the Medium Term Financial Strategy (MTFS) and Directorate Business Plans, both of which would be monitored closely in the medium/interim future.

The Leader and Cabinet Member – Wellbeing and Future Generations, suggested some additions/amendments to the revised Corporate Plan and these were reflected in the decision below.

The Chief Executive concluded that the thrust of the Corporate Plan was not necessary to cover all services that the Authority provided, but more to path out the Council's Improvement Plans, particularly in the face of the pandemic.

RESOLVED: That Cabinet endorsed the updates to the Corporate Plan 2018-22 reviewed for 2020-21, attached at Appendix A to the report and agreed the revised Corporate Plan at Appendix B to Council, for approval, with the following caveats:

1. **Appendix A – Wellbeing Objective 1 – Supporting a Successful Sustainable Economy – Priority Area: Growth and Prosperity** – Further narrative to be included on work being undertaken to reduce the number of vacant properties in

town centres and promote economy to those retail properties presently in business.

2. **Appendix A – Wellbeing Objective 2 - Helping People and Communities to be more Healthy and Resilient.**
 - a) Where reference is made to working in partnership, this be added to by including the 3rd sector, as well as Town and Community Councils and Community Groups.
 - b) Adding a provision regarding the work ongoing to support 'rough sleepers' to keep them off the streets, as well as the work being progressed to support those who are homeless.

General

3. That a provision be added to the Corporate Plan, with regards to supporting, through the development of a Strategy and accompanying Action Plan, work being progressed with partners, to support the mental health of Adults and Children (particularly in light of the Covid-19 pandemic.)

534. DEVELOPMENT OF STRATEGIC EQUALITY PLAN ACTION PLAN 2020-2024

The Consultation, Engagement and Equalities Manager presented a report, the purpose of which, was to seek Cabinet approval and adoption of BCBC's Strategic Equality Action Plan Action Plan 2020-2024.

She advised that, within the Strategic Equality Plan the Council must publish an action plan containing objectives that describe how equality issues for people in Bridgend will be addressed for the next four years.

Annual progress reports describing the work involved in implementing the current Strategic Equality Plan 2016-2020 have been presented to Cabinet Committee Equalities since 2016. Annual progress reports will continue to be presented during the lifetime of the Strategic Equality Plan 2020-2024.

The Consultation, Engagement and Equalities Manager, confirmed that the Strategic Equality Plan 2020-2024 was approved by Cabinet on 10 March 2020 (appendix 1 to the report). In order to develop the equalities action plan (appendix 2) the Council had:

- Reviewed our Strategic Equality Plan 2016 – 2020 and our action plan for this period
- Given further consideration to each of the nine protected characteristics covered by the three main aims of the general duty and the requirement to eliminate discrimination, harassment and other actions prohibited in the Equality Act 2010.
- Considered the implementation of the Socio-Economic Duty (now deferred to March 2021)
- Considered national and local issues and taken into consideration the Black Lives Matter campaign and the impact of COVID-19
- Used feedback that we regularly get from local equality and diversity groups and via the Bridgend Community Cohesion and Equality Forum such as how accessible our services are and how we can help support, promote and raise awareness of issues such as hate crime and LGBTQ History Month
- Worked with services to develop outcome focused actions that will be delivered over the next four years

The report then referred to the consultation process that had taken place with regards to the Action Plan and arising from that, there were 25 outcomes and 58 actions.

The Consultation, Engagement and Equalities Manager, added that within the action plan each of the objectives are linked to relevant protected characteristics, the Future Generations Act five ways of working and our corporate priorities.

The Strategic Equality Plan action plan 2020-2024 would be reviewed annually, to demonstrate progress against actions, incorporate new areas of work for the council, changes to legislation and the development of any new objectives for the duration of the plan.

The Cabinet Member – Wellbeing and Future Generations commended the Action Plan which she felt was clear in that it was user friendly in terms of establishing what we had committed to. She was especially pleased to see a commitment to the menopause campaign, play, eliminating holiday hunger and pay gap monitoring being extended to cover, any possible gap between BAME and disabled employees. As the Action Plan was evolving, she looked forward to seeing more work being added to it on the likes of hidden disabilities and healthy relationships, moving forward.

The Cabinet Member – Education and Regeneration was also pleased to note that the Action Plan addressed the issue of 'Black Lives Matter' and hate related bullying.

The Leader stated that he was encouraged by the increased offering of training within schools and he looked forward to both the Strategic Equality Plan and the Action Plan being monitored by the Cabinet Committee Equalities going forward.

The Deputy Leader closed the debate, by stating that he was encouraged to see progress in the implementation of the Real Living wage to all Council employees (benefiting those on the lowest salaries).

RESOLVED: That Cabinet approved and adopted the Authority's Strategic Equality Plan Action Plan 2020-2024.

535. SERVICE DELIVERY PLAN - OUR STRATEGIC 5 YEAR VISION

The Corporate Director – Social Services and Wellbeing submitted a report, to present to Cabinet the public consultation feedback for the draft Social Services and Wellbeing Service Delivery Plan – Our 5 Year Vision 2020 - 2025.

The report also sought approval from Cabinet for the Social Services and Wellbeing Directorate 5 Year Service Delivery Plan and Action Plan.

By way of background, The Head of Adult Social Care, confirmed that the draft Social Services and Wellbeing Directorate 5 Year Service Delivery Plan (2020-2025) is building on the previous ten year Commissioning Strategy for Adult Social Care and the Children's Social Care 'Vision into Action, Better Outcomes for Children, Young People and their Families' document. These documents have provided essential strategic direction for Social Services and Wellbeing in Bridgend which have, in turn, informed the range of essential transformation programmes that have responded to increasing demand and financial pressures. The updated Service Delivery Plan was attached as Appendix 1 to the report, whilst it's supporting Action Plan could be found on page 572 of the report (pack).

She continued by stating that, the draft Service Delivery Plan was presented to the Council's Corporate Overview and Scrutiny Committee on 13th February 2020. The Committee raised some notable observations that have since been added to the Service Delivery Plan, as were included in paragraph 4.1 of the report.

The Head of Adult Social Care confirmed that the draft Social Services and Wellbeing Directorate 5 Year Service Delivery Plan 2020-2025 consultation was launched on 9 March 2020 and was coordinated by the Council's Consultation and Engagement Department. A summary of the Service Delivery Plan was created and a survey was developed that consisted of 11 questions.

The survey was also sent to all 1,401 Citizens' Panel members in the format of their choice, and to 170 stakeholder groups identified by the Social Services and Wellbeing team via an email link. BAVO also shared the consultation with their stakeholders in order to gain feedback on the Service Delivery Plan 2020-2025.

The survey received 297 responses through a combination of online and paper surveys. The social demographic data of the Citizens' Panel reflects a good cross section of the county borough's population and all respondents lived in the county borough.

She confirmed that the 'headlines' from the survey respondents, were included in paragraph 4.9 of the report.

Following the consultation process, a report had been put together that provided the findings from the feedback and this was attached at Appendix 2 to the report.

The Head of Adult Social Care, explained further that the Service Delivery Plan was originally drafted in readiness for the consultation process in 2019-20, however the impact of COVID-19 has delayed the progression of the report and as a consequence, many of the financial figures in the plan are based on 2019-20 figures and not the projections from the current financial year, 2020-21. The figures would be updated accordingly, prior to the Service Delivery Plan being published.

The Cabinet Member – Social Services and Early Help commended the report, adding that a considerable amount of work had gone into the Service Delivery Plan in addition to that committed to the previous Commissioning Plan.

The Cabinet Member – Wellbeing and Future Generations referred to paragraph 3.6 of the report and asked if the Plan would be majorly affected in any way as a result of the Covid-19 pandemic.

The Head of Adult Social Care replied that the pandemic could interfere and/or delay some of the Plans key aims and objectives, however, services, some of which may be newly introduced, may need prioritising as a result of the illness, particularly if the effects of it continue for some time yet to come. She added that Carers, particularly those that worked in Care Homes, had been extremely busy since March 2020 with very challenging and demanding workloads since Covid-19 had emerged. So in summary, though the Plan would be fully delivered this could take longer than was originally envisaged.

The Leader advised that he hoped that the Plan would continue to address people with mental health issues, particularly since Covid-19 had been prevalent, both those of low level and individuals with long-term more complex issues. He also asked if the Regional Partnership Board had been involved in the above work both to date and moving forward, as some of the proposals of the Plan would need to be realigned with the Regional Planning Framework of the Partnership Board.

The Head of Adult Social Care explained that partnership working during the pandemic had been paramount both from an operational and strategic perspective, where workforce planning and the building of opportunities though challenging, were being met. Key priorities discussed with BCBC partners, had included building infrastructure across care homes as well as providing extra beds in hospital for people who had become ill with the virus, whilst still providing adequate care provision for those with other illnesses and ailments. Supporting people with mental health problems had also been discussed and addressed as part of work involved in the partnership process, added the Head of Adult Social Care.

The Deputy Leader concluded debate on this item, by advising that the Plan should also be reviewed periodically as soon as it had been fully established and 'future proofed', in order to ensure that its aims and objectives continues to meets citizens needs including any changing ones, moving forward.

The Head of Adult Social Care replied by stating that the Plan would be adapted and would evolve as time progressed, in order to meet any changing needs and demands of both the current and future population within the BCBC and that the new Corporate Director – Social Services and Wellbeing was keen to further develop the Plan in-keeping with this principle. Adult Social Care and Children's Social Care Remodelling Boards would also inform and update the Plan.

RESOLVED: That Cabinet:

- (1) Noted the feedback provided by the communication and engagement exercise that considered the content and ambition of the Service Delivery Plan as a vision of service improvement.
- (2) Approved the Service Delivery Plan Our Strategic 5 Year Vision 2020 – 2025 as an appropriate strategic document that sets out the Council's intentions for service improvement for the services provided and commissioned by the Social Services and Wellbeing Directorate;
- (3) Delegated authority to the Corporate Director Social Services and Wellbeing to make any amendments required to the Plan in relation to the financial figures for 2020/21 prior to publication.

536. **CARE INSPECTORATE WALES (CIW) LOCAL AUTHORITY ANNUAL PERFORMANCE REVIEW APRIL 2019 - MARCH 2020**

The Corporate Director – Social Services and Wellbeing submitted a report, the purpose of which, was is to inform Cabinet Committee of the Care Inspectorate Wales (CIW) review of Bridgend Social Services for the period April 2019 – March 2020 and to seek Cabinet approval of the annual review.

This report was presented and by the Head of Children's Services and contributed to by the Head of Adult Social Care.

The background to the report, outlined that the code of practice for review of local authority social services in April 2019, outlined the intention of CIW to write and publish an annual letter for local authorities, which would:

- provide feedback on inspection and performance evaluation activity completed by CIW during the year;
- report on progress the local authority has made in implementing recommendations from inspections and/or child and adult practice reviews;

- outline our forward work programme.

The report confirmed that the annual review letter was published on 3rd August 2020 and the letter summarised the CIW review of Bridgend County Borough Council's performance in carrying out its statutory social services functions from April 2019 – March 2020.

The content of the 2019-20 performance letter is informed by the performance evaluation activity undertaken by the inspectorate during the course of the year. This activity was the inspection of older adults' services in September 2019, and various discussions and visits with the Social Services and Wellbeing Directorate during the course of the year. Planned focused activity in March 2020 was cancelled due to COVID-19.

The annual performance letter was attached at Appendix 1 to the report. It summarised the strengths and areas for improvement in line with the principles of the 2014 Act under the headings of Wellbeing, People, Prevention and Partnerships. The content was an accurate reflection of the CIW discussions with the directorate and their ongoing findings which have been consistently shared with BCBC.

The action plan that has been developed following the inspection of older adults' in September 2019 was attached at Appendix 2, for Members information.

The Head of Children's Services, assured Members that the improvements recommended by the CIW were being progressed, but there were also a significant number of areas of strength in this service area, which had been acknowledged by the CIW in their inspection.

She added that Children's Assessment timescales were showing an improvement since the inspection in that targets at the end of March were hitting 74%, but these were now showing at 96%. LAC numbers were still fairly high, though some of the work relating to this area had been affected by the lockdown. The Head of Children's Services was pleased to advise that there were no children currently in unregulated placements.

The Head of Adult Social Care, added that the Action Plan for Older People had been considered by Cabinet just prior to lockdown. Improvement targets within this were being progressed and where applicable, target dates for the completion of these were being identified in the Plan.

The Cabinet Member – Social Services and Early Help was pleased with the progression being made and the strengths in both service areas that had been acknowledged by the CIW. There was always room for improvement as a result of these types of inspections and he was pleased to note that work was actively ongoing in areas where room for some improvement had been identified.

The Leader was also pleased with the report and requested that any outstanding actions that may remain outstanding be identified in conjunction with the consideration of the Annual Report which would be reported to Council at an appropriate future date. In the interim, he felt that a progress report to Cabinet should be awaited in 3/4 months time, in order that Members could monitor progress in both areas of Children's and Adult Social Care.

The lead Officer's advised that they were happy with this approach.

RESOLVED: That Cabinet received the report and endorsed the findings of the CIW as contained in the Appendices to the report.

537. CABINET COMMITTEE - CORPORATE PARENTING TERMS OF REFERENCE AND MEMBERSHIP REVIEW

The Corporate Director – Social Services and Wellbeing submitted a report in respect of the above matter.

The Head of Children’s Social Care advised that, The Programme for Government, Taking Wales Forward, committed to “examine ways of ensuring looked after children enjoy the same life chances as other children and if necessary reform the way they are looked after”. This is reinforced by the national strategy Prosperity for All, with social care as 1 of the 5 priority areas, with actions to pursue and achieve as were outlined in paragraph 3.1 of the report.

She advised that, Welsh Government were now embarking on an extensive programme of work and engagement activity to take forward a new ‘refreshed’ approach to corporate parenting. The new approach is about doing things differently and to organisations’ best abilities including a new Voluntary Charter referred to in paragraph 4.2 of the report.

The programme of work includes engagement with a wide cohort of care experienced children to identify what corporate parenting means to them and their expectations from the services they routinely engage with. Working with this cohort, Welsh Government will look to co-produce a Voluntary Charter that organisations can sign up to setting out their commitment and unique offer to care experienced children. This Voluntary Charter will enable all stakeholders, across the public and private sector and the devolved and non-devolved spheres, to sign up to a common statement of improved support and action when working with care experienced children. It is anticipated the Charter will allow signatories to describe how they engage with care experienced children and what they propose to do differently or offer in addition to care experienced children in the future.

The Head of Children’s Social Care continued by stating that, to build on the agreements as set out in the Voluntary Charter, they will also look to use existing legislative powers to strengthen statutory guidance, clarifying roles and responsibilities and extending duties across the public sector. This would be achieved by adopting the principles outlined in paragraph 4.3 of the report.

The membership of the Council’s existing Cabinet Committee - Corporate Parenting comprises of 15 Elected Members (6 of whom are Cabinet Members and have voting rights), Corporate Management Board (CMB) and relevant Heads of Service. The current Terms of Reference of the Committee, were shown in paragraph 4.4 of the report.

At the last meeting of the Cabinet Committee Corporate Parenting, Members discussed how it could be strengthened and the value of extending membership to key partner agencies. Importantly the Committee were also keen to ensure that the voice of the looked after child (or care experienced child) was heard.

The Cabinet Member – Social Services and Early Help welcomed the extended role of partners to assist in the above manner as they were also corporate parents, as well as hearing more the voices of the likes of Young Carers.

RESOLVED: That Cabinet:

1. Noted the local implications of the Welsh Government work programme and approve the commencement of a review of the existing Cabinet Committee - Corporate Parenting Terms of Reference and membership.
2. Approved the establishment of a Working Group to conduct the review to be led by the Head of Children's Social Care and to include corporate colleagues and representation from key external partners and young people who are or have been looked after by the Authority.
3. Noted that the findings of the Working Group and any proposed amendments to the Terms of Reference and membership of the Cabinet Committee – Corporate Parenting will be reported back to Cabinet.

538. LEARNER TRAVEL POLICY

The Corporate Director – Education and Family Support submitted a report, The purpose of which, was to:

- update Cabinet on the outcomes of the consultation exercise approved by Cabinet regarding the proposed changes to the local authority's Learner Travel Policy;
- assist Cabinet in determining whether or not it should progress with any of the proposals;
- identify how the proposals would contribute to the overall saving to the Council's medium-term financial strategy; and
- report on the outcomes of the independent strategic review of transport.

The Group Manager – Business Strategy and Performance added that one of the aims and objectives of the report, was how the Council could make savings identified in the area of Learner Travel, in order to address the current significant overspend.

In terms of the background to the report, he advised Cabinet that there were a considerable number of complexities outlined therein, so he summarised these as follows:-

1. Addressing the Local Authority's statutory responsibility identified in the Learner Travel (Wales) Measure and, in particular, statutory distances and the availability of walked routes to schools.
2. The Learner Travel budget being under significant pressure, due to £1.9m savings having been made since 2014/15 without a corresponding policy change.
3. Although such a policy change was made in 2015, it was not significant enough to account for all the expected savings identified in the MTFS
4. Costs have actually increased across many facets of school transport, for example, ALN, disabled pupils and pupils with complex medical needs.
5. Assessments of safe routes (to schools) have concluded recently, supporting our ability to implement a policy change with a view to making significant savings to recover from a deficit and address the nuances in the current Learner Travel Policy introduced in 2015. For example, whereby some pupils with siblings, have eligibility for transport, where those without do not. Some older pupils previously in receipt of school transport at former policy distance continue to benefit, where younger pupils do not.

In order to address these issues, the Group Manager – Business Strategy and Performance advised that a public consultation was agreed to be taken forward by Cabinet in July 2019.

The Group Manager – Business Strategy and Performance, referred Members to page 639 of the report (Table 1) for the full MTFS savings and growth in the budget, to address this financial pressure.

He then referred to page 642 of the report and the five proposals that it was considered, would address some of the issues as referred to above, which were detailed in this part of the covering report and in the Public Consultation document (Appendix 1 to the report).

Table 2 in the report, provided details of how the proposals would impact upon pupils and students.

In terms of the consultation, the Group Manager – Business Strategy and Performance confirmed that there were just under 1400 interactions during the public consultation which was a positive response.

Members could see from the detail provided at pages 649 to 651 of the report and in Appendix 2 (the Consultation report), the strength of public feeling both for and against the policy proposals.

Page 651 of the report contained an assessment of each of these proposals.

Table 5 in the report, identified the first policy element with regards to eligibility and safe walking routes, together with the options available to Cabinet, as well as the risks associated with accepting or not accepting that proposal.

The Group Manager – Business Strategy and Performance, emphasised that two important issues to consider, were that firstly in respect of the implementation of the walking routes, assessments of these had been completed and line with legislation, the routes must be considered as either unavailable or not as per the assessments. How these assessments are implemented or applied however, were at the discretion of the Cabinet.

Secondly, that for the proposal to remove nursery provision as illustrated on page 662 of the report, he explained that the likely disproportionate impact of this proposal on Welsh-medium and faith-based education if nursery transport were to be removed, but within the context of the identification that current large bus nursery transport is considered unsafe for nursery pupils.

The report then went on to detail options identified to address the above safety issues for Cabinet's consideration, for example, through direct payments or the use of smaller vehicles, as the larger vehicles presently being used could not be adapted to meet the needs of nursery pupils safety requirements.

The Group Manager – Business Strategy and Performance, explained that throughout the report, he had referred to the Council's statutory duty in terms of the provision of school transport, particularly to support Welsh -medium education and the potential savings that needed to be realised also.

He had also referred to the changes to and the impact of the policy proposals and although there is no corresponding legal duty for faith-based education, this had been considered in the same context, especially where the policy proposals may have a disproportionate impact.

The Corporate Director – Education and Family Support submitted a report, regarding the latest proposals in respect of the above school.

The report gave some background information, notably that 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. Further progress reports had been received by Cabinet from this date up to the present date.

He explained that in November 2019, the Mynydd Cynffig Primary School's infant site suffered a catastrophic failure of its heating system and the repair forced the temporary closure of the school building.

A subsequent building condition survey reduced 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 survey made isolated repair works to individual fabric elements at the school extremely challenging and economically unfeasible. As a result of the health and safety risk to pupils and staff, it was agreed that the school building would close and alternative teaching accommodation would be provided as a matter of urgency.

Funding was made available through the capital programme to procure temporary accommodation.

The Corporate Director – Education and Family Support, reminded Members that on 30 June 2020, Cabinet approval was received to reprioritise Band B, bringing forward the replacement school scheme for Mynydd Cynffig Primary. Approval was received to submit a revised SOP to WG to reflect this and for officers to commence an options appraisal and feasibility study for the proposed replacement primary school. Paragraph 4.5 of the report, set out a longlist of education options considered for this school.

In terms of the next stage of the business case process, a shortlist of education options had been put forward, namely:

- | | |
|----------|---|
| Option 1 | Do nothing |
| Option 2 | Refurbishment of the Mynydd Cynffig Primary School infant block, the junior building 'as is'. The school remains on two separate sites (shortlisted – do minimum) |
| Option 3 | New-build extension for the Mynydd Cynffig Primary School infant department on the junior site (shortlisted – do intermediate) |
| Option 4 | New build replacement Mynydd Cynffig Primary School - 2FE plus 75-place nursery provision on the Mynydd Cynffig Primary School junior site (shortlisted – do maximum) |

The Corporate Director – Education and family Support, added that the outcome of evaluations indicate that the feasibility study should be progressed on the Mynydd Cynffig Primary School junior site. The study will run concurrently with the Welsh Government business case process. It is anticipated that the 'do maximum' option will require the largest landtake and therefore it is this option, a new build replacement Mynydd Cynffig Primary School - 2FE plus 75-place nursery which should be taken through the feasibility stage as the preferred option.

He concluded his report, by outlining its financial implications.

The Cabinet Member – Education and Regeneration felt that the report gave good news in that pupils within this location would be benefiting from short term accommodation for nursery aged children, with longer term aspirations as outlined in bullet point 4 of the reports recommendation.

The Leader stated that he was pleased to see that over £10m capital funding had been allocated for new primary school building at Kenfig Hill, that will enable for the first time, the infants and juniors to be on the same site offering a seamless transition.

RESOLVED: That Cabinet:

- noted the outcome of the education and site evaluation process conducted in respect of the proposed replacement Mynydd Cynffig Primary School;
- approved the shortlist of education options to be considered at Outline Business Case stage, as set out in 4.8 of the report;
- approved the Mynydd Cynffig Primary School junior site be taken forward to the feasibility stage as the preferred site option; and
- approved that the proposed replacement Mynydd Cynffig Primary School be considered through the feasibility study process as the preferred education option ie a 2 form-entry (FE) plus 75-place nursery provision.

540. **APPOINTMENT OF LOCAL AUTHORITY (LA) GOVERNORS**

The Corporate Director – Education and Family Support presented a report which sought approval from Cabinet for the appointment of local authority governors to the school governing bodies listed at paragraph 4.1 of the report.

He explained that for the 6 schools in the table within paragraph 4.1 of the report, all 8 applicants listed there, met the approved criteria for appointment as local authority governors and there was no competition for any of the vacancies

He added that appendix A of the report detailed the 25 other vacancies that needed to be filled in 20 schools.

The Cabinet Member – Education and Regeneration stressed the importance of the remaining vacancies as referred to above, being filled at schools as soon as was possible.

RESOLVED: That Cabinet approved the recommended appointments of LA Governors listed in paragraph 4.1 of the report.

541. **CABINET, CABINET COMMITTEE CORPORATE PARENTING AND CABINET COMMITTEE EQUALITIES**

The Chief Officer – Legal, HR and Regulatory Services, presented a report, the purpose of which was to:

- a. seek approval for the schedule of meetings of Cabinet, Cabinet Committee Corporate Parenting and the Cabinet Committee Equalities for the period October 2020 - April 2021.
- b. propose Children’s and Equalities Champions who will chair the Cabinet Committee Corporate Parenting and the Cabinet Committee Equalities.
- c. confirm the process for the nomination of Champions from each of the Overview and Scrutiny Committees to the Cabinet Committee Corporate Parenting.

CABINET - TUESDAY, 15 SEPTEMBER 2020

- d. seek approval of the invitees to attend meetings of the Cabinet Committee Equalities as nominated by each of the political groups represented on Council.

The proposed schedule of Cabinet meetings for the period October 2020 – April 2021, was shown in paragraph 4.1.2 of the report. The meetings would in most cases follow a 4 weekly cycle.

The proposed dates for meetings of the Cabinet Committee Corporate Parenting and the Cabinet Committee Equalities, were detailed in paragraphs 4.2.1 and 4.3.further of the report, respectively.

The report further advised of membership proposals regarding Member Invitees to sit on both the above Cabinet Committees and these were explained in the main body of the report, with the named Invitees for Cabinet Committee Equalities shown in paragraph 4.3.3. The invited Members shown were based on political balance rules on membership of Council bodies.

Finally, the report further proposed Cabinet Member Champions for the above service areas, who would also then be the Chairpersons of each of the Cabinet Committees.

RESOLVED:

- (1) That Cabinet approved the schedule of meeting dates for Cabinet, Cabinet Committee Corporate Parenting and the Cabinet Committee Equalities meetings for the period October 2020 - April 2021 as outlined in Paragraphs 4.1.2, 4.2.1 and 4.3.1 of the report.
- (2) That the Cabinet Member for Social Services and Early Help be appointed as Lead Member for Children and Young People, Children and Young People Champion and Chairperson of the Cabinet Committee Corporate Parenting.
- (3) That the process for determining the invitees for the Cabinet Committee Corporate Parenting as outlined in paragraph 4.2.3 (of the report) be approved.
- (4) That the Cabinet Member Wellbeing and Future Generations be appointed as the Equalities Champion and as Chairperson of the Cabinet Committee Equalities.
- (5) That Cabinet approved nominations of the invitees to the Cabinet Committee Equalities on the basis of 4 Labour Group Members, 2 Conservative Group Members, 2 Independent Alliance Group Members and 1 each from the Llynfi Independents and Plaid Cymru Groups as outlined in 4.3.3 of the report.

542. INFORMATION REPORT FOR NOTING

The Chief Officer Legal, HR and Regulatory Services presented a report, that informed Cabinet of an Information Report for noting (attached thereto) that had been published since its last scheduled meeting.

Details of the Information Report was shown in paragraph 4.1 of the covering report.

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

543. URGENT ITEMS

None

544. 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 14 and 16 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.

545. **APPROVAL OF EXEMPT MINUTES**

RESOLVED: That the exempt minutes of a meeting of Cabinet dated 30 June 2020 and 21 July 2020, be approved as a true and accurate record.

The meeting closed at 18:30

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE CHIEF EXECUTIVE

ANNUAL REPORT 2019-20

1. Purpose of Report

- 1.1 The purpose of this report is for Cabinet to consider the Annual Report 2019-20 (**Appendix A**) and recommend it to Council for approval.

2. Connections to corporate well-being objectives / other corporate priorities

- 2.1 The annual report evaluates our progress against our well-being objectives, outlined in our Corporate Plan. This report relates to our performance for the year April 2019 to March 2020 and the well-being objectives for that financial year, namely:

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

3. Background

- 3.1 According to the [Shared Purpose Shared Future](#) statutory guidance (SPSF: 2) for the Well-being of Future Generations (Wales) Act 2015, individual public bodies must annually review the progress of their well-being objectives and publish a report to assess the extent to which these objectives contribute to the 7 wellbeing goals in accordance with the sustainable development principal.
- 3.2 Under section 15 of the Local Government (Wales) Measure 2009 and in accordance with the related statutory guidance issued by the Welsh Government, the authority must publish its assessment of performance for the previous financial year before 31 October.
- 3.3 In March 2019, the Council published its Corporate Plan 2018-22, revised 2019-20. The Plan sets out its vision, which is always to act as 'One Council working together to improve lives', and its three well-being objectives. The Plan also reiterates the well-being objectives for 2019-20.

- 3.4 The Plan defined 41 commitments to deliver the three well-being objectives and set out 56 outcome focused indicators to measure the progress for the financial year.
- 3.5 The Council's Medium Term Financial Strategy (MTFS) identified how it would best use its resources to support the achievement of the well-being objectives and statutory duties, including the management of financial pressures and risks over the following four years.

4. Current situation / proposal

- 4.1 The Annual Report, prepared under the Well-being of Future Generations (Wales) Act 2015, evaluates how well the Council succeeded in 2019-20 in delivering its commitments and planned outcomes for the financial year, using its success measures and other evidence.
- 4.2 Overall, the Council performed well in 2019-20. Of the 41 commitments 34 (82.9%) were completed successfully with 3 (7.3%) achieving most of their milestones and 4 (9.8%) missing most of their milestones.
- 4.3 Of the 56 indicators identified for the Corporate Plan, 52 can be compared against their target: 35 (67.3%) met their target, 9 (17.3%) were off target by less than 10% and 8 (15.4%) missed the target by more than 10%. Detailed information about the Council's performance is included in **Appendix A**.
- 4.4 Due to Covid-19, Welsh Government confirmed that there would be no data collection of Public Accountability Measures (PAMs) for 2019-20 therefore no analysis has been undertaken in relation to these indicators.
- 4.5 A summary of funding and financial performance for the year, regulators' findings and themes that underpin our work are also set out in the report.
- 4.6 This is an important document as it provides citizens and stakeholders with detailed information about the Council's performance against its well-being objectives and outcomes.
- 4.7 Once approved, the Annual Report will be published on the Council's website and shared with stakeholders. Hard copies of the report will be produced and placed in the Council's public libraries.

5. Effect upon policy framework& procedure rules

- 5.1 The Annual Report provides an assessment of progress on the Corporate Plan 2018-22, revised 2019-20, which forms part of the corporate policy framework.

6. Equality Impact Assessment

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

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

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

8. Financial implications

8.1 There are no financial implications arising from this report.

9. Recommendation

9.1 That Cabinet considers the Annual Report 2019-20 (**Appendix A**) and recommends it to Council for approval.

Mark Shephard
CHIEF EXECUTIVE

Contact Officer: Wanda Kirby
Corporate Performance Manager

Telephone: (01656) 643382

E-mail: Wanda.Kirby@bridgend.gov.uk

Postal Address Corporate Performance Team, Ravens Court, Brewery Lane,
Bridgend. CF31 4AP

Background documents

None

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ANNUAL REPORT

BRIDGEND COUNTY BOROUGH COUNCIL
CYNGOR BWRDEISTREF PEN-Y-BONT AR OGWR



*“One council
working
together to
improve lives”*



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Introduction

Welcome to Bridgend County Borough Council's annual report. It evaluates our progress against our well-being objectives, outlined in our Corporate Plan. This report relates to our performance for the year April 2019 to March 2020.

Our vision is to act as "one Council working together to improve lives". We will do this by delivering our well-being objectives. These represent our ambitions and commitments to our citizens and our contribution to Wales' seven well-being goals as outlined in the Well-being of Future Generations (Wales) Act 2015 (the Act).

Progress against our well-being objectives

This report looks back on the progress we made together during 2019-20 on the steps to meet our well-being objectives. To evaluate performance, we have 56 measures of success, which we review annually to set targets to drive improvement.

Analysis of performance shows that for 52 of the measures for which we have data:

- 35 (67.3%) met their target
- 9 (17.3%) were off target by less than 10%
- 8 (15.4%) missed the target by more than 10%

Trend data is available for 45 indicators. Of these, 26 (58%) indicators showed an improvement in performance or maintained the maximum level of performance compared to last year. 18 (40%) indicators showed a downturn in performance, with 1 (2%) being the same

In addition to our measures of success, we also made a number of commitments to support the delivery of our well-being objectives. We delivered what we said we would, with 34 (83%) of our commitments successfully completed. Three (7%) achieving most of their milestones and a further four (10%) judged not to have made sufficient progress.

The implementation of the Social Services and Well-being Act (SSWB) continues to be a priority and is a driver for change and for new ways of working. The principles underpinning the SSWB Act align with the sustainable development principle enshrined in the Well-being of Future Generations (Wales) Act 2015.

We continue to work hard to change and improve services at the same time as having to make significant efficiency savings. For 2019-20, we had to make total savings of £7.621 million with a further £2.413 million in 2020-21. Making smarter use of our resources will include prioritising our spend better. It will also mean investing in those things that make the most difference to outcomes for local people, and particularly the political priorities around young people and societies most vulnerable.

This report focuses on the key activities carried out during 2019-20 to help achieve our well-being objectives. We use a combination of quantitative (measures of success) and qualitative (case studies) evidence to measure progress.

Despite the financial challenges we face, we are proud of what we have achieved. We remain committed to working with our partners and local communities to achieve our ambitions for Bridgend County Borough now and over the longer term. We are putting in place solid foundations that future generations can benefit from and improve on. We do this so that we can provide effective services which are important to our citizens, and that will improve people's lives now and in the future.

The Covid-19 pandemic has created unprecedented challenges that have had a dramatic impact on the way we do business. Collaboration, partnership working, committed staff and an army of volunteers have helped us to keep delivering vital services and provide support to people from across Bridgend County Borough. Service reform and new ways of working introduced in extremely short timescales have provided insight into the benefits of doing different things to support communities. The Council is committed to maximising the lessons learned to inform our planning and service design to deliver better outcomes for people who live, work and visit Bridgend County Borough.

Please look at our annual report and let us know what you think. For those readers that would like to see more in depth information, the report includes many links to detailed reports and data. We welcome comments on how we have done and how we can further improve our services for those we serve.



A handwritten signature in black ink that reads "Huw David".

Cllr Huw David – Leader of the Council



A handwritten signature in black ink that reads "M. Shephard".

Mark Shephard – Chief Executive

A snapshot of Bridgend County Borough

In Numbers



| | |
|---------------------|-------------------------------|
| Population | 144,876 |
| Area | 98.5 square miles |
| Households | 64,766 |
| Average House Price | £156,365 (UK HPI: March 2020) |

| | |
|---|-------|
| Primary schools | 48 |
| Secondary schools | 9 |
| Special schools | 3 |
| Faith schools | 6 |
| Wards | 39 |
| Councillors | 54 |
| Constituency AMs | 2 |
| Regional AMs | 4 |
| MPs | 2 |
| Council staff –excluding schools (Full time equivalent) | 4,303 |

Our Services include:

Bridgend County Borough Council delivers over 800 services, these include:

- schools
- social care
- safeguarding vulnerable adults & children
- maintaining highways and public transport
- refuse and recycling
- street cleaning and safety
- parks and play areas
- elections
- collecting revenues and administering benefits
- leisure, arts and libraries
- supporting business and tourism
- special events and festivals
- environmental health
- planning and building control

Well-being

Below is a snap shot of economic, social, cultural and environmental well-being across Bridgend County Borough. These categories of well-being are prescribed in the Well-being of Future Generations (Wales) 2015 Act:

Economic well-being

- 76.2% of the working age population are in employment (year ending March 2020)
- 20.6% of pupils achieved 5 GCSEs at A*- A (academic year 2018-19)
- 98.8% of pupils at A level achieved level 3 threshold, (academic year 2018-19)
- 4095 active businesses
- More than 80 local entrepreneurs helped to start their own business after attending a week-long course with the PopUp Business School in Bridgend
- 7 awareness sessions held for the EU settlement scheme

- 30 local businesses attended the SME business breakfast to promote apprenticeships
- Stalls from over 50 businesses and organisations were at the Jobs Fair in Porthcawl where over 300 people came to see opportunities available

Social well-being

- 22% of adults take part in sport 3 times a week
- 30,055 junior swims – 4,219 disabled children supported
- 47,506 over 60's free swims recorded for 5,200 individual users
- 1968 referrals through the National Exercise Referral Scheme resulting in 28,625 visits to 72 weekly classes
- 70% of adults feel they have good or very good general health
- More than seven out of every 10 children is a healthy weight (74.4%)
- 5 hours of day time support provided for rough sleepers every day Monday to Friday throughout the year
- 1,857 young people got involved in 123 outreach activities and drop in sessions across Bridgend County Borough to address anti-social behaviour.

Cultural well-being

- 74% of adults attend or participate in arts, culture or heritage activities at least three times a year
- 65% of people strongly agree that the 'Welsh language is something to be proud of'
- 27% of adults volunteer
- 11,437 children attended library events and activities over the summer holidays in 2019
- 2,472 children took part in the Summer Reading Challenge in 2019
- 45,882 children attended library events and activities throughout 2019-20
- 167,127 children's books were borrowed in 2019-20
- 794 Year 6 Pupils received National Cycle Standards training during 2019-20

Environmental well-being

- 83% of people are satisfied with their local area as a place to live
- 2,210 trees were planted at 6 locations across Bridgend County Borough
- 67.66% of waste in Bridgend County Borough is recycled which is above the Welsh Government target of 64%
- In 2019-20, Bridgend County Borough residents recycled 7,893 tonnes of food waste, which is enough to power a typical school for over four years.
- Bridgend Green Network has been established to bring together volunteer coordinators for environmental and conservation activities. 22 Members from 14 different organisations are volunteering to improve our green spaces.
- Rest Bay, Trecco Bay and Porthcawl Marina retained their Blue Flag awards
- 9 parks across Bridgend County Borough achieved a Green Flag award from Keep Wales Tidy

How we assess our performance

The Well-Being of Future Generations (Wales) Act 2015 requires public bodies to act in a manner that seeks to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs. Based on the sustainable development principle, our well-being objectives are intended to deliver long term positive outcomes. We review progress annually to ensure planned activities are getting us closer to our goals. Our well-being objectives also discharge our statutory duty under the Local Government (Wales) Measure 2009 to ‘make arrangements to secure continuous improvement’. We use a combination of quantitative performance measures and targets to assess performance, along with the progress of our commitments to help deliver our key programmes.

Our contribution to the well-being goals

Our well-being objectives are designed to maximize our contribution to achieving the seven national well-being goals. These are set out below:

| Well-being Goal | Well-being Objective: Supporting a successful economy | Well-being Objective: Helping people be more self-reliant | Well-being Objective: Smarter use of resources |
|--|--|--|---|
| A prosperous Wales | ✓ | | ✓ |
| A resilient Wales | | | ✓ |
| A healthier Wales | ✓ | ✓ | ✓ |
| A more equal Wales | ✓ | ✓ | ✓ |
| A Wales of cohesive communities | ✓ | ✓ | ✓ |
| A Wales of vibrant culture and thriving Welsh language | ✓ | ✓ | |
| A globally responsible Wales | ✓ | | |

Performance measures

A number of performance measures are identified within the Council’s Corporate Plan which help show the progress made in delivering the Well-Being Objectives we have set ourselves. Where applicable, targets are set against these performance measures to show what we want to achieve.

Performance measures are assigned a Red Amber Green (RAG) status:

- **green** where the measure is on or above target
- **amber** where the result is within 10% of the target
- **red** where the result is greater than 10% from the target.

The trend arrow refers to the improvement trend. An improved trend on last year's performance will indicate an upward arrow. A brief explanation of where performance is below target is also given.

| | | | |
|------|--------------------------------------|--------------------------|---------------------------------|
| Key: | ↑ = increased or maximum performance | ↓ = performance declined | ↔ = performance stayed the same |
|------|--------------------------------------|--------------------------|---------------------------------|

Commitments

Progress against our key programmes' commitments affects how we assess progress on each well-being objective. We assign a RAG status to each commitment using a balanced appraisal of performance along with the current progress of agreed tasks. The self-assessment categories are below:

A **red** status means that there are delays of more than 10% of the total length of the planned action. And/or budget and/or performance measures for the commitment are mostly red.

An **amber** status means that there are delays of less than 10% of the total length of the planned action. And/or performance measures for the commitment are a mixture of red, amber and green.

A **green** status means that the commitment is being met, and on budget. Also that the performance measures are mostly green.

Well-being Objective 1

Supporting a successful economy

Why we choose this objective?

We want to build a county borough where people have more opportunities to secure meaningful work, develop a career and improve their family income and circumstances. We know that higher levels of prosperity boost health and well-being and create more resilient communities that need fewer services. We believe that education remains the most important lever for improving the life chances of young people. We believe that a successful economy can and should be balanced against the needs of the environment.

What do we want to achieve?

Our Aims

1. To help local people develop skills and take advantage of opportunities to succeed and to extend that success to every community in the county borough
2. To create conditions for growth and enterprise
3. To create successful communities

Our key programmes.

Under this objective, there are four key programmes to help achieve our aims and deliver improvements in well-being.

Cardiff Capital Region City Deal

Bridgend County Borough Council and its neighbouring South East Wales Councils, make up the Cardiff Capital Region City Deal. The £1.28 billion Deal will deliver a range of programmes that will increase connectivity, improve physical and digital infrastructure as well as regional business governance over the next 10-15 years. The Deal is projected to deliver 25,000 extra jobs across the region.

Strategic Review of Post 16 Education and Training –

This programme evaluates education provision and curriculum delivery across Bridgend County Borough. It ensures there are clear options available to provide the best possible opportunities for learners in the county borough.

Successful Economy Programme –

This programme consists of key regeneration and development schemes, including regeneration and a flood defence scheme in Porthcawl and Maesteg Town Hall Redevelopment. We are also developing a programme of improvement in Bridgend Town Centre, using Welsh Government's Targeted Regeneration Investment Programme. As part of the Valleys Taskforce, we are working to maximise opportunities for regeneration in the valleys.

Tackling Poverty

To ensure a consistent and targeted approach to tackling poverty we are streamlining the available grants to tackle poverty so we can focus on alleviating child poverty and supporting vulnerable families. We are doing this through early intervention initiatives including Flying Start, Families First, Supporting People and Communities First Legacy Funding.

How did we do?

Performance Measures

Aim – To help local people develop skills and take advantage of opportunities to succeed

| Measure and preferred outcome (higher or lower) | Actual 2018 -19 | Target 2019 - 20 | Actual 2019 - 20 & RAG | Trend | Wales average |
|--|--------------------|---------------------|------------------------------|-------|------------------|
| Percentage of working age population that is in employment.** (Higher) | 70.8% | 71% | 76.2% | ↑ | 76.6% |
| Percentage of economically active 16 - 64 year olds.** (Higher) | 74.0% | 74% | 78.6% | ↑ | 73.7% |
| Number of apprentices employed across the organisation. (Higher) | 43 | 25 | 35 | ↓ | N/A |
| Number of apprenticeships taken by looked after children. (Higher) | 1 | 1 | 2 | ↑ | N/A |
| Percentage of Year 11 leavers from schools in the authority identified as not being in education, employment or training (NEETs) in the Careers Wales Destination Survey. (Lower) | 0.9% | 1.3% | 0.7% | ↑ | 1.8% |
| Percentage of care leavers who are in education, training or employment at: a) 12 months b) 24 months after leaving care (Higher) | a) 63.64% | 60% | 54.55% | ↓ | N/A |
| | b) 57.89% | 60% | 57.14% | ↓ | N/A |
| <p>a) This was impacted by a small cohort, who disengaged from programmes they had signed up to the beginning of the academic year. A renewed focus in supervision of young people who are NEET will be taken forward into 20-21.</p> <p>b) Where the young people are NEET this relates to physical or mental health issues which prevents them from working, or they are in custody. We will continue to strive to improve our performance in this area.</p> | | | | | |
| Percentage of 16 - 64 year olds without qualifications.* (Higher) | 10.5% | 11.2% | 9.2% | ↑ | 8.2% |
| Percentage of schools meeting the Learning & Skills Measure in terms of the subject offer at Key Stage 4 & Post 16. (Higher) | 100% | 100% | 100% | ↔ | N/A |
| Number of participants in the Employability Bridgend programme going into employment (Higher) | New 2019-20 | 180 | 334 | N/A | N/A |
| Gross Value added per head (Higher, data published one year in arrears) | £3,077 | £3,078 | £3,209 | ↑ | N/A |

* Data for year ending Dec 2019 (Stats Wales) (statswales)

**Data for the year ending March 2020

Aim – To create conditions for growth and enterprise

| Measure and preferred outcome (higher or lower) | Actual 2018 -19 | Target 2019 -20 | Actual 2019 - 20 & RAG | Trend | Wales average |
|---|--------------------|--------------------|------------------------------|-------|------------------|
| Total annual expenditure by tourists. (Higher) | £347.3m | £347.4m | £362.69m | ↑ | N/A |
| The number of business start-ups. (Higher) | 460 | 461 | 475 | ↑ | N/A |
| The number of active businesses. (Higher) | 4160 | 4161 | 4095 | ↓ | N/A |
| Whilst this is only slightly lower, future figures are going to be negatively affected by the impact of COVID – 19. Economic recovery planning will be at the forefront of our activities for the coming year to mitigate the potential hit as businesses go into administration (Note: Due to a lag in data, figure provided is for 2018). | | | | | |
| The percentage occupancy of Council-owned starter units. (Higher) | 93.5% | 93.5% | 95% | ↑ | N/A |

Aim – To create successful town centres

| Measure and preferred outcome (higher or lower) | Actual 2018 -19 | Target 2019 -20 | Actual 2019 - 20 & RAG | Trend | Wales average |
|---|--------------------|--------------------|------------------------------|-------|------------------|
| The number of visitors to town centres - footfall for: (Higher) | | | | | |
| a) Bridgend | a) 6.7m | 7.2m | 6.3m | ↓ | N/A |
| b) Porthcawl | b) 2.1m | 2.5m | 2.7m | ↑ | N/A |
| Bridgend town centre footfall was adversely affected by a number of factors. Nationally, the uncertainty over BREXIT and a general election dented consumer confidence across the UK. Locally, the closure of the Ford plant and periods of heavy rain and flooding throughout the winter were a factor. The current configuration of the pedestrian space and Traffic Regulation Order in the town centre are seen by many visitors and businesses as barriers to footfall growth. | | | | | |
| The number of vacant premises in town centres (Lower) | | | | | |
| a) Bridgend | a) 60 | 69 | 64 | ↓ | N/A |
| b) Maesteg | b) 10 | 9 | 13 | ↓ | |
| c) Porthcawl | c) 11 | 10 | 19 | ↓ | |
| d) Pencoed | d) 6 | 6 | 7 | ↓ | |
| BCBC are progressing the review of its Local Development Plan with a view to consulting later in 2020. This will contain appropriate retail policies which will help to promote the vitality and viability of BCBC's town centres. | | | | | |
| The financial value of externally funded town centre regeneration projects underway/in development. (Higher) | £20.8m | £13m | £15m | N/A | N/A |

Steps taken to achieve our key programmes

We made 15 commitments to support the delivery of this well-being objective, through our four key programmes. For 12 commitments, we achieved all that we had planned. Therefore, we have assessed our performance as **green**. The remaining three commitments we assessed as **red** because we did not fully complete the planned actions. We did not make a decision within the financial year 2019-20 regarding post 16 provision. We have since asked schools to work together to deliver on a range of improvements to the current situation. We did not complete our actions to progress strategies to assist young people who are more able and talented as this is now being delivered through the Central South Consortium. All activities to drive forward our agenda in support of pupils eligible for free school meals were completed apart from one. Changes to the structure of some resources planned to provide targeted support to vulnerable learners in having their educational needs met were delayed. These have now been reconfigured.

Cardiff Capital Region City Deal

We are one of 10 Local Authorities that are part of the Cardiff Capital Region (CCR) City Deal programme. City Deal will help boost economic growth by improving transport links, increasing skills, building homes, helping people into work and giving businesses the support they need to grow.

Metro Plus

The Metro Plus programme was initially agreed in March 2019. CCR City Deal in collaboration with Welsh Government and Transport for Wales identified a proposed £50 million for local transport schemes to support the implementation of the South Wales Metro.

The programme is designed to create 'interchanges' incorporating all modes of transport which can act as key hubs for using new and extended metro networks. This will improve access to work, training, education, culture, retail and leisure throughout the region

Phase 1 of Metro Plus saw each Local Authority within South East Wales receive a £3m share towards implementing schemes in their area. In Bridgend County Borough the funding is being used to implement a Park and Ride facility at Pyle as part of the development of an integrated transport hub. The hub will serve the local community and the nearby settlements of Porthcawl, Kenfig Hill, Cefn Cribwr and Cornelly with enhanced links to Village Farm Industrial estate. A bus interchange at Porthcawl is included with Active Travel connections. Programme delivery commenced in 2019 and will be complete by 2022.

The CCR is poised for the next stage of the South Wales transport network development. The potential Metro Plus phase 2 programme includes eleven local projects across the region. For Bridgend County Borough these are the Brackla Railway station and Pencoed Crossing.

Cardiff Capital Region Graduate Internships

A significant development for the City Deal was the launch of a graduate internship scheme. The scheme has provided targeted support to assist businesses create high quality placement opportunities.

The objective is to retain talented graduates in the region by highlighting the available employment opportunities and the investments in state-of-the art sectors such as financial technology, cyber security and compound semiconductors. The scheme is open to graduates from all degree backgrounds.

Key performance data on the CCR graduate scheme to end March 2020:

- 213 businesses engaged across the region, 17 of which were within the local authority of Bridgend
- 58 placement opportunities developed and advertised across the CCR
- 26 graduates placed with businesses across the CCR

Apprenticeships

Apprenticeships remain a workforce planning priority. We employed 35 apprentices during 2019-20. The Council benefits from investing in growing our own talent to help with succession planning, and there are well-being improvements for those taking up the opportunity. Learning a new skill, connecting with people helps improve self-esteem, confidence, life satisfaction and improve job prospects.

To increase the number of looked after children taking up apprenticeships, the LAC Apprenticeship Group have

- Developed a pre-apprenticeship scheme
- Promoted apprenticeships to looked after children in Year 11
- Ensured relevant support is available to access the scheme

In addition, 26 looked after children in Year 11 were contacted about work experience with seven expressing an interest. Three engaged in work placements at Bryn y Cae, BCBC Catering Department and Bryngarw Park, two more secured employment.

Strategic Review of Post 16 education and training

A final decision on post 16 provision was expected during 2019. However, it was agreed in November 2019 that it would be prudent to conduct a second public consultation to measure the public views on the final three options.

- Option 1. A mix of school sixth forms with some mergers to create new local authority maintained sixth-form centre(s).
- Option 2. A mix of school sixth forms with some mergers to create new further education (FE) college-governed sixth-form centre(s).
- Option 3. The retention of sixth forms in all schools - the current position

The consultation took place between 2 December 2019 and 21 February 2020. To maximise the response rate a mixed methodology was used to gather views. Analysis of the findings from each of the data sources indicated that Option 3 is the preferred option. This option is now being taken forward as a solution for the foreseeable future. Schools have been tasked to work together to deliver on a range of improvements to the current situation.

More able and talented students

Each year our schools identify the brightest students and invite them to join the Seren Academy Network. In September 2019, Year 12 students for the Seren Academy network (post-16) and the Seren Foundation network (Years 8 to 11) were identified and recruited. The programmes are supported by grants from Welsh Government and good progress was made during 2019-20.

We continue to be committed to progress the development of strategies to assist young people who are more able and talented to help them reach their potential. However, we did not progress with this initiative as this is now being delivered through the Central South Consortium (CSC). The CSC are developing a regional More Able and Talented strategy, but activity was suspended due to the Covid-19 emergency. It is anticipated this work will be restarted in the autumn term of 2020. While formal education was suspended, the Council and CSC have worked in partnership to develop an “Excellence and Equity” teaching and learning strategy. Upon completion in autumn 2020, the document will be used to continue to support the improvement in specific groups of learners.

Successful Economy Programme

Porthcawl

Porthcawl has undergone significant regeneration to secure its future as a premier seaside town, creating jobs, homes and investment in the local economy for years to come. The £3m project to replace sea defences at Town Beach, has helped to transform the seafront area and protect 260 homes, businesses and historic buildings such as the Grand Pavilion.

The next phase of the Councils’ £6m plan to protect Porthcawl from flooding and coastal erosion have been submitted to Welsh Government. The business case has been approved, and the tendering process is underway. The new flood defence will see major work undertaken on the Western Breakwater, Eastern Promenade and Sandy Bay areas. The new flood defence will protect 530 homes and 175 businesses while complementing regeneration plans for Salt Lake. The improvements will act as assurance for future and current investors, businesses, visitors, and residents.



The new £1.5m Rest Bay Watersports Centre opened in October 2019. It has been purpose-built for surfers, kayakers, canoeists and paddleboard fans, as well as cyclists and walkers. The complex also includes a café, changing cubicles and showers, all weather bicycle storage, accessible beach wheelchairs and year-round lessons in watersports activities

EU funding was made available through the Welsh Government’s Tourism Attractor programme to help create this ‘must see’ destination to be enjoyed by visitors and residents alike.

In addition to physical regeneration, efforts to boost recycling, ensure Porthcawl is a tidy, and litter free place to live and visit. In partnership with Porthcawl Town Council we are trialling an innovative solution to the problem of discarded chewing gum. People are encouraged to dispose gum in ‘Gum Drop’ bins attached to lampposts along John Street. The bins are made from recycled chewing gum. They can be removed and recycled along with their contents to create a range of products, including new bins and wellington boots. Porthcawl is one of the first Welsh towns to feature the innovative bins.

Three new-dedicated bins for recycling fast-food packing are available on the Western Promenade, John Street and Griffin Park. Two water fountains will be installed along the seafront to encourage people to fill up reusable bottles instead of buying single-use plastic bottles.

Maesteg Town Hall

In partnership with Awen Cultural Trust we are redeveloping Maesteg Town Hall, a grade II listed building to become a cultural community venue to support the social and economic regeneration of the town and wider valley communities. The project will generate employment opportunities; provide a prominent and suitable arena for commercial, learning and cultural use and help sustain Maesteg town centre and increase town centre footfall. Construction is expected to take 15 months to complete having been scheduled to commence in February 2020.

Planned improvements include a modern library, a heritage and volunteering centre, a café, new workspaces, toilets and fully accessible 'changing place' facilities. A multifunctional performing arts centre is to be created on the first floor. This will incorporate the main hall, a renovated stage, improved dressing rooms, a bar and for the first time a smaller, more intimate studio theatre and community cinema. The balcony seating area will be refurbished. Both upper and lower floors will be linked by a modern glazed atrium and foyer to address accessibility throughout the building.

Bridgend town centre

As part of our work to support business and make the town more attractive and accessible the indoor market has seen a lot of improvement work to help breathe a new lease of life into it. Over the last year, a series of illustrative panels providing information about the market's rich history have been set up to welcome shoppers. The market bell, which dates back to 1837 has been relocated to the main entrance.

A central market area is now available for specialist events, family entertainment, children's play facilities and other activities designed to encourage footfall and support trade. Tables and chairs allow people to enjoy a sit down lunch for food purchased at the market.



As part of the revamp, new public toilets were built in partnership with Bridgend Town Council and the market traders association. Located by the rear entrance, one will be wheelchair accessible and contain baby-changing facilities.

Covid-19 and the lockdown has had a significant impact on traders. To support stallholders and other small and mediums sized enterprises, the Council provided rent-free support for both the Bridgend and Maesteg markets.

Valleys Task Force

We are working alongside partner authorities in South East Wales to deliver a number of regional projects supported by the VTF, including the Empty Homes Grant. The grant helps support the delivery of the Council's priority of returning empty properties into use in the valleys area of Bridgend County Borough, to help generate communities and provide more choice and suitable accommodation for residents. Three projects are completed and the Council has committed to phase two to ensure a further year of funding.

We have also begun delivering a pilot foundational economy project B-Ridges in Bridgend and Maesteg town centres. The project will trial new approaches and create a support package for start-up businesses linked to the foundation economy. As defined by Welsh Government, this consists of basic services and products that people rely on, that keep the population safe, sound and civilised. Welsh Government provided £75,000 of the £100,000 total cost, with the 'Kickstart' funding programme supplementing the funding gap.

Work is underway with both the Bryngarw and Parc Slip discovery sites as part of the Valleys Regional Park (VRP) investment programme. Working with delivery partners AWEN (Bryngarw Park) and Wildlife Trust (Parc Slip) both schemes aim to maximise the social, economic and environmental potential of the valleys' natural, cultural and heritage assets.

Caerau Heat Scheme and Bridgend Town Heat Network Project

The Caerau Heat Scheme is an innovative project. The project aims to provide a sustainable low carbon source of heat for hundreds of homes in Caerau. The scheme forms part of our approach towards responding to the decarbonisation agenda through the delivery of our Smart Energy Plan. The project gathered further momentum during 2019-20.

The Welsh European Funding Office (WEFO) approved additional funding of £330,000, with a total grant offer of approx. £7.3 million. Nordic Heat were procured to deliver the technical and financial advice to the project and will support the development of an outline business case through to procurement. Work is progressing on a private wire from a local wind farm to provide electricity to the scheme. Options for the commercial delivery of the scheme are also being looked at.

The Bridgend Town Heat Network Project aims to supply several public buildings and homes with heat and power. Energy will be generated from a gas combined heat and power unit in the Bridgend Life Centre. We received a funding award of £241,000 from the Heat Network Investment Programme (HNIP) to conduct pre-commercialisation activities. This includes planning permission for the scheme, internal approval for the revised financial model and seeking approval from Council to provide borrowing for the construction of the scheme. A further £1m of capital funding is also available up until March 2021 subject to the project successfully passing through the pre-commercialisation stage.

TACKLING POVERTY

Financial well-being

The debt burden associated with poverty can be extreme. Debt affects people's ability to make decisions, including financial decisions, causing them to focus on short-term income over long-term gains, among other effects. Supporting people to manage their finances has a significant role to play in reducing future poverty.

The Housing Benefit and Supporting People teams collaborated to procure financial advice and support services from Citizens Advice. The service ran from 1 October 2018 to 31 March 2020 with an option to extend for a further year. The service, known as Financial Advice and Support Service (FASS) supports people in poverty or at risk of poverty due to any of the following reasons

- Debt problems
- Financial difficulty

- Unemployment (claiming benefits, including Universal Credit (UC))
- In work poverty
- Budget management issues

The FASS service have supported 617 new clients, 83% of these clients residing in the former Communities First areas of Bridgend County Borough. The service reported almost £20,000 of debt written off and over £1million in financial gains achieved. This was mainly through welfare benefit applications.

Bridgend Learning Partnership

Having the right skills to access quality jobs is a key route out of poverty. As a member of the Bridgend Learning Partnership, we work with partners to improve the skills level of the workforce in to tackle inequality by getting more people into work and better paid jobs.

The Partnership has continued to promote apprenticeship opportunities, particularly to under represented groups. Over 3,000 students aged 11 to 16 attended 'Have a Go events ' held in schools across the borough. The days are interactive and provide students with the opportunity to experience the wide range of apprenticeship opportunities available locally and nationally. The board also promoted the benefits of the apprenticeship programme to local businesses via business meetings and well-being events.

Seventy-two young people are undertaking the junior apprenticeship programme at Bridgend College. Students attend 5 days a week and study Maths and English GCSE as well as their chosen vocational route, and nine young people with additional learning needs have completed the Intern Programme at the Princess of Wales Hospital.

Employability

Employability Bridgend has had a successful year, with a very effective outreach and engagement strategy. This included 19 drop in sessions weekly and 12 engagement events and fun days to raise awareness of the support available. During 2019-20, we supported 1,254 participants from across Bridgend County Borough. Some 334 people entered employment. We worked with people currently in jobs, to further their development and improve their job prospects through training and mentoring. Some 204 people took up this offer of in work learning.

Volunteering is another avenue we utilise to help people progress. During the year, 93 participants volunteered. This is a very effective way of learning new skills and identifying new job routes, while at the same time having a positive impact on well-being. Training is an essential aspect of the employability support. 350 participants went on courses to improve their skill set and increase their chances of gaining employment or to find better jobs. While numbers tell one part of the story, the real impact on people's lives and families is best understood through the words on one of our participants.

Case Study: Employability

Davinia had been unemployed for several years and wanted a change of direction. She had some training in electrical work but felt she was struggling to get her foot in the door of the construction industry. She wanted to show her teenage daughter that women could achieve anything they set their mind to.

A neighbour recommended she go to the local Life Centre to meet with Employability Bridgend, which she did. Once signed up, Davinia was put on a CSCS course and received support with travel costs. She passed the CSCS course and her mentor supported her to secure employment through Bluewater Recruitment.

Davinia says, "Best decision ever coming to meet you... can't believe the help I had on my doorstep, it baffles me to why people aren't queuing at your door, thanks so much for everything."

Vulnerable learners

We continued to work with schools to close the gap in educational attainments for pupils eligible for free school meals and those who are not and improve outcomes for vulnerable groups including looked after children and young carers. In the 2018-2019 academic year (reported in the 2019-2020 financial year), the gap in performance at key stage 4 between pupils eligible for free school meals and those who are not, was smaller than the all-Wales average at 28.8% compared with 32.1%. All activities to drive forward our agenda in support of pupils eligible for free school meals were completed apart from one. Changes to the structure of some resources planned to provide targeted support to vulnerable learners in having their educational needs met were delayed. These resources are now reconfigured and the new 'Access to Education Team' will focus strongly on supporting the narrowing the gap agenda in 2020-2021. A profiling tool is being offered to all schools to track wellbeing progress in children who are looked after and young carers.

We continued to work with CSC to support schools in implementing the 'Closing the gap' strategy. The Additional Learning Needs (ALN) forum was launched in December 2019. This work is ongoing. Meetings have been held with Bridgend College to look at the young people that we currently have within the education system whose pathway may be Bridgend College.

Work with Careers Wales and Job Centre Plus to identify and support young people who are NEET (not in education, employment or training) through the 'Inspire to Work' Project continued. These partnerships have resulted in getting more participants into employment than was originally projected. To further our partnership links, plans were in place to house Inspire 2 Work staff in Job Centres throughout the borough to simplify the offer of support when a young person presents. With the onset of the Covid-19 crisis, these plans have been put on hold. These plans will need to be amended, but the drive from all parties is to co-locate staff to enhance partnership arrangements.

Well-being Objective 2

Helping people to be more self-reliant

Why we choose this objective?

Providing the right support, in the right place, at the right time can make a real difference to outcomes and ensure individuals and families can thrive. A people centred approach with a focus on prevention and wellbeing helps ensure we support people to lead independent lives and reduces the likelihood of becoming dependent on Council services.

By building on our track record of working with the third sector, the not-for-profit and private sector, we can support communities to develop their own approaches to local issues and meet people's needs within the community.

What do we want to achieve?

Our aims

1. To give people more choice and control over what support they receive by providing early access to advice and information;
2. To reduce demand by investing in targeted early help and intervention programmes;
3. To support the third sector, town and community Councils and community groups to build community resilience.

Key Programmes

Under this objective, there are two key programmes to help achieve our aims and deliver improvements in well-being.

Remodelling Social Care

- We will continue with this large programme of recommissioning adult home care, developing extra care and information and advice services for people and their carers.
- Working with partners, we are implementing a Multi-Agency Safeguarding Hub (MASH) as a single point of contact for all safeguarding concerns.
- We are implementing new models of residential care for children and young people and respite care for children with disabilities in order to make them more targeted and more effective.

Community Asset Transfer

This programme is about the sustainable transfer of assets to communities as a way to preserve community assets for the long-term and contribute to building community resilience.

How did we do?

Performance Measures

Set out below is how we performed against the performance measures we set ourselves to meet this well-being objective and what we achieved in 2019-20 against our two key programmes.

Aim – To give people more choice and control over what support they receive by providing early access to advice and information

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|---|-------------------|--------------------|----------------------------|-------|------------------|
| The percentage of a) adults b) children who received advice and assistance from the information, advice and assistance service during the year. (Higher) | a) 74.36% | 65% | 63.91% | ↓ | N/A |
| | b) 81.37% | 75% | 80.06% | ↓ | N/A |
| Target marginally missed. Staffing cover has been a challenge for the service. As transformation funding became available, recruitment has taken place towards the latter quarter of the year to mitigate this. | | | | | |
| The percentage of people who are satisfied with the care and support they received (Higher) a) Children aged 7-17 years b) Adults aged 18 years+ | a) 86% | 85% | *N/A | N/A | *N/A |
| | b) 82.87% | 85 % | *N/A | N/A | |
| The number of people who have been diverted from mainstream services to help them remain independent for as long as possible. (Higher) | 1284 | 1000 | 1508 | ↑ | N/A |
| The percentage of adults who completed a period of reablement and six months later have (Higher) : a) a reduced package of care and support b) no package of care and support | a) 67.27% | 70% | 71.43% | ↑ | N/A |
| | b) 61.31% | 60% | 68.48% | ↑ | N/A |

*Data no longer collected as per Welsh government decision to cancel this survey

Aim – To reduce demand by investing in targeted early help and intervention programmes

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|---|-------------------|--------------------|----------------------------|-------|------------------|
| The percentage of children supported to remain living within their family (Higher) | 64.13% | 65% | 62.83% | ↓ | N/A |
| Ongoing monitoring of caseloads to ensure care and support cases are appropriately closed or stepped down to Early Help has resulted in stable workloads, whilst LAC numbers also remained stable. The effect of these 2 factors means our performance is consistently close to target and will continue to be monitored. | | | | | |
| The percentage of children who receive Connecting Families interventions during the year who remain out of the care system as at 31 March of that year (Higher) | 93.4% | 85% | 92.5% | ↓ | N/A |
| The percentage of completed TAF (Team Around the Family) support plans that close with a successful outcome (Higher) | 69% | 72% | 70% | ↑ | N/A |

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|---|-------------------|--------------------|----------------------------|-------------|------------------|
| A greater number of cases were 'stepped up' to statutory services. This was the right outcome given the presenting circumstances. As these are recorded as TAFs closing without a positive outcome, it reflects negatively on performance. | | | | | |
| The percentage of looked after children on 31 March who have had three or more placements during the year (Lower) | 10.24% | 12% | 9.39% | ↑ | N/A |
| The percentage of individuals discussed at Transition Panel that have a transition plan in place by age of 16/17 (Higher) | 100% | 100% | 100% | ↔ | N/A |
| The percentage of households threatened with homelessness successfully prevented from becoming homeless (Higher) | 70.6% | 70% | 66.2% | ↓ | N/A |
| The latter part of the year saw the transition from the old operating system to Jigsaw, which coincided with an increase in the level of, drop ins who were homeless and required immediate response. Covid 19 had limited impact on these figures but will have a significant impact going forward, as there will be a large increase in final duties due to new WG guidelines regarding priority need status. In addition, the lockdown hampered the usual preventative actions we have been able to undertake. | | | | | |
| The percentage of people presenting as homeless or potentially homeless, for whom the local authority has a final legal duty to secure suitable accommodation (Lower) | 8.1% | 11.85% | 10.51% | ↓ | N/A |
| The percentage of care leavers who have experienced homelessness during the year (Lower) | 5.88% | 13% | 8% | ↓ | N/A |
| The percentage of private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority (Higher) | 8.41% | 5% | PAM* no data available | | |
| The number of dwellings created as a result of bringing empty properties back into use (Higher) | New 2019-20 | 5 | 20 | New 2019-20 | N/A |
| The percentage of people who feel they are able to live more independently as a result of receiving a Disabled Facilities Grant in their home. (Higher) | 100% | 80% | 98.1% | ↓ | N/A |

*Public Accountability Measure

Aim – To support the third sector, town and community Councils and community groups to meet local needs

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|--|-------------------|--------------------|----------------------------|-------|------------------|
| The number of adults who received a service provided through a social enterprise, cooperative, user-led service or third sector organisation during the year (Higher) | 529 | 480 | 526 | ↓ | N/A |
| The number of Council owned assets transferred to the community for running (Higher) | 4 | 5 | 4 | ↔ | N/A |
| The Community Asset Transfer Policy was revised to enable applications to be Fast Tracked and the process speeded up with only a 5-Year Financial Forecast needed. Additional support and incentives for community groups and in particular sports clubs designed to stimulate community asset transfers are now in place. | | | | | |

Steps taken to achieve our key programmes

We made 12 commitments to support the delivery of this well-being objective, through our two key programmes and our early help initiatives. All 12 commitments were met and within budget. We have therefore assessed our performance as **green**.

Remodelling social care

Adult Social Care- Information, Advice Assistance

The Common Access Point (CAP) is a single point of access enabling service that provides accessible health and well-being information and advice that supports people to self-manage their needs and maintain their independence. Providing high quality and reliable information ensures people can access help and assistance should it be required, in a timely manner.

The CAP is for people who need access to Adult Social Care with the exception of Learning Disability and Mental Health services. To support Mental Health services, there is an information and signposting service. Those needing help can be directed to GPs or can attend a drop in information clinic located throughout Bridgend County Borough. This service assists in identifying where specialist assessments are required and through the Assisted Recovery in the Community Service.

To ensure the benefit of quality information and advice can reach as many people as possible, we invested our resources to provide information centres within and across communities. We worked with BAVO (Bridgend Association of Voluntary Organisations) to develop and deliver strategic programmes and interventions such as Connected Communities.

Connected Communities

The “Connected Communities” project aims to support older adults, people with learning disabilities and carers of vulnerable people to develop their support networks within their communities.

This project has enabled BAVO to recruit staff and help support people with information, advice and assistance (IAA), community based support to maintain or enhance independence and well-being and to connect or signpost people to appropriate community opportunities that meet their needs. This has complemented the local community co-ordinator roles within the Council, helping to create a network across Bridgend County Borough.

Connected communities recognises the need for “community building” to create sustainable community opportunities that can support access to community activities such as craft groups, activity programmes and well-being sessions. Support is also available to address housing concerns, welfare benefits and make connections to health and social care via the Common Access Point. BAVO have also been able to provide telephone support for people during evenings, weekends and bank holidays. The Council and BAVO worked together on the project to harness the third sectors potential to support community well-being and develop new ways of working. By doing this we have been able to identify opportunities to support more people in the community. Over 200 local people are benefitting and this figure is set to grow. The number of organisations making referrals is increasing, as is the range of community groups offering their services to support people

There are examples of local people taking up alternatives to care visits to home or attending day services- helping to reduce demand on these services. The case study below perfectly demonstrates the impact of this project on an individual level

Case Study:

Mrs P is 85 years old and lives alone. She had always been an active member of the community, through hobbies and interest groups. A number of falls had dented her confidence and she was worried about a planned hip operation

The community navigator met Mrs P at a Friendship Coffee Morning. She raised her concerns about how she would cope following the operation. The community navigator put her in touch with the charity Age Connect Morgannwg. They have a Hospital to Home service that provides 6-8 weeks of support for people over 50 discharged from hospital.

After the operation Mrs P had been reasonably active and mobile, but her mobility and confidence was again worsening due to her right knee. The community navigator provided support, helping Mrs P:

- to contact her GP and seek medical advice for her knee condition
- to make a referral to Care & Repair
- to apply for a Blue Badge,

Mrs P herself illustrates the impact of the support provided best:

“I have more peace of mind setting out to go shopping, knowing that I can park close to the shop. I was tending to put things off because I worry about how far I will have to walk from the car to the supermarket and back.....Much happier now I know GP has visited and is going to speak to other people to support me’.

Towards the end of the year, we received additional funding to recruit volunteers, which proved to be an invaluable resource during the pandemic and lockdown. The Council and CVCs (County Volunteer Councils) streamlined their approach to recruiting volunteers, with Covid-19 creating a sense of urgency around this issue. There is a real opportunity to sustain the volunteering spirit that has emerged during the pandemic, to support longer-term community development.

Carers

All carers should feel that they have voice, choice and control over their lives and that they have the right support to make informed choices. During 2019-20, we carried out extensive engagement and consultation with service users, families and stakeholders to co-produce a vision for our carers' service. We estimate that we have 18,000 unpaid carers in the borough of which around 1,600 are known to us.

The outcome of the engagement work was to commission a new Bridgend Carers Well-being Service with a priority to offer outreach to as many previously unidentified carers as possible.

This new service has a Carers Panel made up of 12 local carers. The new service is undertaking what matters conversations and carers assessments for carers, and is establishing a presence at community venues around the borough. It is anticipated this approach will support the process of promoting more 'carer-friendly' communities

Carers choir: Case Study

“Off Duty”, the Bridgend Carers Choir was formed in 2019. It was set up to provide some “me time” for carers in a welcoming and fun atmosphere, surrounded by people with similar experiences. Originally supported by the Council, Awen Cultural Trust and Bridgend Carers Centre, the choir has gone from strength to strength. This year they worked to expand opportunities for community based singing connecting more people into the choir.

The group have performed at a number of public events and produced their own song “Strong” written by Izzy Thomas the choir’s conductor. The song was recorded by students at Bridgend College and used as part of a media campaign by Carers UK with all the proceeds going to the charity.’ The choir showcased the song at the Councils celebratory *inspire for life* event in March 2020.

Group singing is evidenced to support better well-being and is an effective way of bonding people and together. Members of the choir say the singing helps with memory and report improved happiness and well-being. Being together as a choir has supported the carers to share experiences whilst having a common focus of singing together.



During 2019-20

- The Bridgend Carers Wellbeing service provided support to 1,263 unique individual Carers;
- 392 Adult Carers Assessments were completed and 99 Young Carers Assessments;
- Action for Children continue to support young carers, providing access to relevant information advice and assistance. 31 young carers received support, where feedback showed that:
 - 100% reported improvement in emotional and mental well-being;
 - 97% reported improvement in family relationships; and
 - 95% felt they could make positive changes in lifestyle and behaviour because of the support received
- During the Covid-19 lockdown period a further 34 young carers were supported via digital platforms. There with 11 carers who received more intensive one to one telephone support and 10 families received emergency grants for food and activities.

Young carers group

Since October 2019, the young carers group meets once a week. The 35 young carers access health and well-being sessions delivered by an experienced youth worker. The weekly breakfast sessions are an opportunity for young carers to socialise with their peers and take a break from their caring responsibilities. The group have become a support network for one another and other

young carers. They have held fund-raisers to support their activities and raise awareness of young carers within the wider community. Recently they were awarded winners of the Mayors Citizenship Award.

Childrens social care: Early help

Since 2016, Children Social Care has been remodelling its services so that services focus on delivering early help and effective permanence arrangements. The service is designed to improve and promote outcomes for children and young people in the County Borough of Bridgend.

During 2019-20 there was an increase in the range of 'Universal, Additional and Vulnerable' services that assist with supporting children and their families to prevent their circumstances deteriorating and becoming more complex.

What we have done for universal services:

- Helped children and young people develop healthy behaviours
- Delivered a programme of events under the "Getting Bridgend Moving" that include activities targeting children and young people
- Developed a positive parenting programmes and partnerships with Flying Start
- Invested in early years and whole household approaches- recognising the importance of the 'First 1000 days' of a child's life

We have also changed the way we work to provide better outcomes. There has been a growing engagement with primary and secondary schools. We recognise the potential of schools to contribute to Ageing Well in Bridgend through intergenerational working and the development of age friendly communities. Closer working with schools is critical to develop the knowledge of teachers of how to refer and access appropriate services as required.

What we have done for additional services:

When children and young people need additional support to help them meet their full potential, accessing timely and appropriate early help can prevent issues from escalating and increase the likelihood that any intervention will succeed.

Early help in Bridgend delivers services in three Early Help Hubs located in the north, east and west of Bridgend County Borough. In addition, a central hub offers a range of specific family support services across the whole of Bridgend County Borough.

Within each hub, there are a range of professionals who can offer support to children and their families. Referrals are through a 'one front door' route from numerous agencies including schools and by self-referral. Early hubs use a team around the family approach, with 1,203 families supported during 2019-20.

High quality universal and additional services are the building blocks of effective early help. We will continue to develop the service so that it better supports Information, Advice and Assistance by improving content and making certain information is clear, concise and provides confidence. This will help ensure contacts and referrals to Children Services receive the appropriate level of service at the right time. We will streamline pathways between services and work closely with other professionals to advise how services should be accessed appropriately.

Services for vulnerable children

There has been significant service transformation to meet the needs of vulnerable children. These changes have led to better outcomes with a reduction in the number of children placed in out of county accommodation. In the five years between 2014 and 2019 the number of looked after children reduced from 412 to 381. Though the most recent data shows a slight increase (394 as of

31st March 2020), intensive interventions continued to be made to help children from becoming looked after.

Performance data

| | Number of individual children worked with | Number of families worked with | % of children prevented from becoming looked after | % of children removed from CP Register | % of children closed to Children's Social Care |
|-----------|---|--------------------------------|--|--|--|
| 2018-2019 | 146 | 72 | 88.5% | 54.0% | 10.3% |
| 2019-2020 | 115 | 59 | 92.5% | 44.8% | 23.5% |

Our work focuses on reunifying families where this has been a necessity and the delivery of parenting groups including:

- Non-Violent Resistance – Parenting programme for children who are displaying challenging and aggressive behaviours.
- Incredible Years – Parenting programme for younger children exploring attachment, routines, boundaries and play.
- Grobrain – Early years programme for parents with babies looking at secure attachment, interactions and play.
- Connecting Dads – a programme for fathers looking at their role as a Dad and the importance of this.
- Chill Out Group – Group for teenagers looking at anxiety and stress management and strategies to deal with this.

How we assess need

To ensure that we appropriately identify need and provide the right support to families, we use the Joint Assessment Family Framework (JAFF) and Team Around the Family (TAF) processes.

The JAFF is a standardised approach to assessing a child’s needs and deciding how these should be met. The JAFF promotes more effective, earlier identification of additional needs particularly in universal services. It aims to provide a simple process for a holistic assessment of child’s needs and strengths. The process takes into account the roles of parents, carers and environmental factors on a child’s development. Practitioners are better placed to agree with children and families about appropriate modes of support. A TAF is required when the family require support from different services to meet their identified needs.

In 2019-20, we received 2,147 JAFF referrals, 28% of these were from schools and 31% from health services. 1,065 JAFF assessments were undertaken resulting in 399 TAF action plans. 70% of these were closed with a successful outcome, which is an indicator that the family’s needs have reduced.

Transition services

A key outcome for effective transitioning for looked after children has been the development of supported and semi-supported living accommodation. This has increased the range and capacity of our accommodation. There are now seven transitional supported accommodation beds, and four step down beds. These are designed to offer young people flexible staffing support to ‘step down’ from care environments that had 24 hour support. It is intended this service model will support care

leavers to move onto more permanent and independent housing accommodation. These new options have reduced the pressure on the Homelessness service. Previously this was the only way for carer leavers to access supported accommodation, and has made transitioning planning more effective. Regionally we will work with Cwm Taf Morgannwg Health Board to identify how they can engage as appropriate to joint work cases in transition and ensure that children receive effective and equitable health services.

Fostering services

Bridgend foster care assess, recruit and support a wide range of carers. This includes general foster carers, relatives, parent and child, transitional family link, supported lodgings and When I'm Ready households.

During 2019-20 we targeted the recruitment of new carers in a number of ways

- Contributing to the National Fostering Framework to develop the all Wales brand 'Foster Wales'
- Promotional events to raise the profile of fostering – including attending school fetes, working with local church communities, and an evening in Court Coleman
- Multiple online campaigns
- New referral scheme for existing carers
- MAX cards that give foster carers discounted or free admission to activities



During 2019-20, we exceeded our target by recruiting, eight new generic foster carer households, and 14 connected persons (or kinship) carers were approved. Thirteen fostering households left the service, the majority due to significant changes in their personal circumstances. Three households were adopting the children and young people already in their care. We terminated the approval of two carers due to safeguarding concerns.

During 2019-20 we also developed new services. The “mother and baby service” is an innovative approach to the demand for high supervision of parent and baby, forming part of the parenting assessment within proceedings. It can be a direct alternative to residential care or can be a preferred resource in its own right. Reunification Support Workers is a recent new service. The objective of the service is to prevent a potential breakdown of a foster care placement.

The introduction of transitional foster carers has been an important addition. These carers are experienced short-term carers who have a therapeutic approach to parenting. The role of the carers is to use their parenting skills to prepare children for transition to a permanent placement this might be within fostering or reunited with their family.

Multi-Agency Safeguarding Hub (MASH)

Bridgend MASH brings together key professionals, either co-located or virtually, to ensure better decision making through timely information sharing and robust analysis ensuring effective safeguarding for vulnerable children, young people and adults. This way of working ensures MASH can identify needs early and respond proportionately leading to better outcomes for service users.

As part of our continuous improvement approach to service delivery, MASH monitors and reviews its processes and systems in line with the needs of services. The MASH are about to implement the Mhub system, a bespoke multi agency information management system which will further enhance the sharing of information between partner agencies.

We have also improved the process for assessing Public Protection Notifications (PPNs) in relation to children. All PPNs are now subject to the Joint Filtering Process which involves three services (Information Advice Assistance, Early Help and Police) collaboratively agreeing how best to meet the needs of the child. This ensures speedier decision-making and reduces the risk of any delays in response. There is also a collective agreement on whether the PPN meets the threshold for an intervention or would be better serviced by a referral to the BAVO social navigator who sits within MASH. In 2019-20, there were 6,351 contacts in relation to children to the Information Advice Assistance service. There were 3,119 contacts to our Early Help team and 325 Adult Safeguarding referrals.

Case Study: High Risk Victim of Domestic Abuse

A high-risk repeat victim of domestic violence and abuse is one of the most difficult cases that the MASH receives. Ensuring the safety and well-being of the service user requires a timely multi-agency response to address the diverse range of risks and issues. Such a referral was made to the MASH as soon as the incident had been risk assessed and is an example of how effective collaboration across sectors can provide life changing support for the most vulnerable in our community.

Upon receipt of the referral, the case was presented at the Daily Discussion meeting, which is a multi-agency risk assessment conference to agree an immediate safety plan and the long-term actions to ensure the safety of the service user. The agencies involved include police, health, child protection, adult protection, housing practitioners, Independent Domestic Violence Advisors (IDVAs), probation and other specialists from the statutory and voluntary sectors.

The case involved physical, mental, emotional and financial abuse as well as stalking. To provide appropriate support required drawing on a wide range of partners to help:

- Police provided a TESCOS alarm (panic alarm) which would immediately alert police to respond
- IDVA supported the service user to navigate the criminal court proceedings and liaised with the prosecution to request an application for special measures and a restraining order.
- IDVA contacted the prison service to stop the aggressor contacting the service user
- A debt management plan was put in place to help her manage debts affordably
- With lower rent arrears she was eligible to be put on the housing register- and was moved to a new location before the aggressor was due to be released from prison
- Additional safety measures were added to make the property secure along with a fire safety assessment by SWFR
- Police put a marker on the new address- meaning any calls to police would be prioritised

With these measures in place, the service user was able to focus on her mental health supported by her GP. The family are now back under one roof, and she is more confident to rebuild her life. The IDVA will monitor the release of the aggressor and keep the service user informed.

Community Asset Transfer

Community Asset Transfers (CAT) is one of the key ways in which Councils can help build community resilience and safeguard services and assets that are of value to the community. The Council's CAT Policy was revised to include a 'Fast Track' protocol to streamline the process and is appropriate to the scale of the asset being considered. During 2019-20, the following assets were transferred to the community.

Pencoed Pavilion (*Pencoed Town Council*) – The transfer of the Pavilion was completed in March 2020 following a refurbishment funded by the Council and the Town Council at a cost of more than £90,000. The Pavilion has been closed since March 2018 following storm damage and is due to be re-opened for the local playgroup and sports clubs.

Griffin Park Health & Wellbeing Centre (*Porthcawl Town Council*) – The Town Council has taken over day to day running of the centre on a renewable management agreement while the development of a new road scheme for Sandy Bay is being progressed by the Council. The facility is currently used to support veterans.

Caerau Community Centre (*Caerau Development Trust*) – The charity has agreed a short-term lease to enable solar panels to be installed while a long-term 35 year lease is being progressed.

Great Western Avenue Play Area (*Coity Higher Community Council*) - The Community Council has taken over the responsibility for the play areas in Coity and introduced a programme of refurbishment jointly funded under the Council's T&CC Capital Grant Scheme. Funding of £30,000 was awarded for two projects costing £60,000.

Improving places and spaces

To support the community have greater voice and control over assets, the Council has established a £1million CAT fund. This fund will enable buildings such as pavilions to be improved post transfer. The fund was extended to also be used to support pitch improvements and to provide equipment grants to enable the self-management of facilities. An additional model has seen several town and community Council's progress arrangements to manage sports pavilions. This community ownership model may in time include playing fields.

The Council has created its own £75,000 Bridgend Sport Support fund to provide immediate financial assistance to local sporting clubs. Originally intended to focus on mini, junior and youth teams involved in the CAT process it has been broadened in recognition of current pressures arising from the Covid-19 pandemic.

There has been continued partnership working with national governing bodies. Football Association Wales supported a review of school and community resources to identify potential sites for community hub models.

A similar project has commenced with the Welsh Rugby Union at the Parc Derwen site in Coity with the development of an 'alternative rugby' hub. The project has already seen the site adopted as the home of the Welsh Touch Rugby Association and Wales Deaf Rugby will be using it for their training camps. The WRU intend to use the site for festivals as part of their seasonal realignment project. It is hoped it will become a hub for coach education.

Early Intervention and prevention programmes

Although not identified as one of our key programmes, one of our aims is ‘to reduce demand by investing in targeted early help and intervention programmes’. During 2019-20, we continued to develop our approach and took steps to improving well-being by delivering community based initiatives that focus on early intervention and prevention. Some of the key achievements are set out below.

Children’s Play – Activity pods

We strongly believe in the importance of play in children’s lives and the benefits it gives to their health, happiness and well-being. It is also important in laying the foundation for each child in reaching their full potential during their adult life. To help the Welsh Government achieve its commitment that Wales becomes a country where every child has a wide range of challenging and interesting opportunities to play, we offer innovative ways to help children enjoy their leisure time.

The activity pod programme, developed in partnership with the reuse charity ‘Scrap Store’, offers outdoor play opportunities for pupils in Key Stage 1. The charity diverts reusable waste away from landfill/energy recovery to help improve art and play opportunities. Scrap materials such as cardboard tubes, tyres, lengths of material, netting, ropes, crates, and bins are used to create innovative and interesting spaces to play.



Schools are provided with the scrap material and poddely (a type of play equipment) to allow them to make their own play environment that best meets their pupils needs and maximises opportunities for play, sport and physical activity. To safeguard the long-term sustainability of the programme, training is provided to all schools. This ensures there are the right skills and confidence to take full advantage of the activity pod.

The programme supports children’s inventiveness and creativity. This results in children using the items in endless different ways, enabling all ages, genders and abilities to find ways to play and socialise together. The reuse principle of the activity pod also makes a positive impact on the environment.

New Generation of Community Health and Well-being Centres

During the year there have been improvement works taking place at Bridgend Life Centre to continue our aspiration of creating a series of wellbeing hubs to support the wellbeing of people for generations to come.

The Wellbeing of Future Generations Act has increased our focus on ensuring our leisure facilities move with the times and recognise the changing needs of people. During 2019-20, Audit Wales carried out an in-depth examination of our Active Bridgend plan and identified a number of positive aspects of our approach. This included our focus on long-term planning to ensure the sustainability of our services to improve health and well-being.

The development of our leisure facilities as Life Centres with a broad range of services and facilities is now moving to the next level of integration. We are working with partners to provide an even

broader mix of facilities. The outcomes will focus on dementia support, falls prevention, combatting loneliness and isolation and physical and mental well-being.

Through our Healthy Living Partnership with Halo Leisure, we secured a £750,000 investment to transform the Indoor Bowls Centre in Bridgend to create our first well-being hub. Completed in October 2019, the new facilities include studio spaces for targeted programmes, meeting and training rooms, consultation spaces and a larger office base for strategic services. There was additional investment towards the end of the year to improve accessibility. This included adapted fitness equipment for people with physical disabilities, new sensory equipment to support mental well-being initiatives and an improved lift system and access to the building.

The exercise referral programme is now located in the hub, which has over 2,000 referrals per year. The programme supports conditions such as Parkinson's, stroke, pulmonary rehabilitation and falls prevention. The venue also supports the Feel Good for Life programme for people living with dementia and their carers. The programme won the Community Leisure UK award for physical activity. Through our partnership with BAVO a base for the third sector has been created and the Employability Bridgend programme has co-located its staff and services within the Life Centre. This focus on co-location and accessibility of facilities and services will be expanded to other locations.

Super Agers

The Council has been successful in securing investment for a regional programme from the Healthy and Active fund to develop a "Super Agers" project. The Super Agers is a collaborative project and includes third sector, health board, public health and the local authorities in the region. The aim is to develop age-friendly communities, recognising the health and well-being benefits this brings to older adults

Super-Agers was launched at the 2019 'Olympage' games. There were 10 teams with 239 participants, including for the first time regional teams from RCT and Merthyr Tydfil. There are now similar opportunities taking place in community hubs, programmes for people with learning disabilities, in community centres and leisure/cultural venues and in independent care settings.



A series of workshops were also conducted with Bridgend College social care students who support activity-based work with older adults including the Olympage programme.

To support Super Agers in the home, there is an 'Active at Home' resource, which includes tai chi, seated exercise videos, a home activity tracker, pedometer and thera band. 124 participants have received these resources, with packs also available for those digitally excluded.

Housing and homelessness

During 2019–20, we made strides in meeting the key aims set out in our Homelessness Strategy 2018-2022 and subsequent action plan. Tackling housing and homelessness requires a multi-agency response. The Council adopts a proactive approach with partners to tackle rough sleeping.

During the year, developments have included:

- afternoon drop in sessions at local churches for rough sleepers,
- 5 hours of day time support provided for rough sleepers every day Monday to Friday
- frequent meetings and information sharing with key third sector partners

- creation of a specific Street Vulnerable MARAC which allows for multi-agency support to tackle rough sleeping on an ongoing basis

We continue to work with our partners to deliver services funded through the Housing Support Grant. During 2019-20, we awarded contracts to allow continued provision for two key projects:

- **Alternative to Bed & Breakfast Accommodation**, suitable accommodation with specialist support to those who we offer temporary accommodation. These units ensure those in temporary accommodation are supported to develop independent living skills to help secure long-term accommodation. The service ensures less reliance on unsuitable Bed & Breakfast accommodation.
- **Kerrigan Project** provides for the continuation of longer-term supported accommodation for those with multiple and complex needs. Support staff on site 24/7 work with individuals to develop independent living skills to support a move on into independent accommodation. The project also provides step down accommodation for those with lower level support needs and 'Floor Space', which, provides a direct access, night by night accommodation service to those, who would otherwise be rough sleeping.

Successful funding bids to Welsh Government Youth Homelessness Innovation Fund has brought additional funding to allow for the development of a Housing First youth project (in partnership with Caer Las) and an Assessment Centre (in partnership with Llamau). Both projects have increased our provision to young persons who find themselves homeless.

We put in place a single point of contact, the Housing Support Gateway for those looking to access or refer to housing support services. We improved on-line capabilities with the launch of our new case management system, 'Housing Jigsaw' that allows people to make an application for housing through the BCBC website.

We continued our work with the Home Office and Welsh Government to support the Syrian Refugee Relocation Scheme. We welcomed four additional families into Bridgend County Borough throughout 2019-20.

Case Study – Housing First

Our Housing First service, delivered in partnership with Caer Las, provides an alternative method of support, with the aim of breaking the cycle of homelessness for some of the areas most entrenched and complex rough sleepers. 'Paul' (an anonymised name) was one of the first individuals supported through the project.

Paul was rough sleeping and had issues with alcohol dependency. Evicted from various temporary accommodation placements, Paul had never been able to maintain a tenancy and relations with family and friends had broken down. Housing First undertook pre tenancy work, which included building a relationship with Paul and addressing his concerns regarding his ability to maintain accommodation. After two months Paul was allocated a property through the Housing First steering group. Working with Paul, he was supported to do things for himself including setting up payments for utilities, securing furnishings and decorating the house to make it home

Paul has now been living in his property for around 9 months and is having reduced support, after gaining experience and confidence in managing his own tenancy. In line with the principles of Housing First the project is not however looking to completely end support to Paul until we can be completely confident that his support needs are completely addressed.

Empty Properties

Empty properties are a wasted resource and have many negative impacts, which can be categorised under three headings:

- **social**, such as crime including arson, graffiti, squatting, as well as reduced public confidence in the area or the Council
- **environmental**, including rodent infestation, fly tipping, dangerous structures, and a poor impression of the area
- **economic**, such as repair costs, increased burdens on Councils' resources, property devaluation, deterred investment

Over the last few years, the Council has developed many tools and approaches to encourage empty homes back into use. This included the removal of the 50% council tax reduction for properties empty for six months or longer, as well as investing grant monies and loans to support owners of empty properties. During 2019-20, thirty-four properties were renovated, creating 20 additional homes.

Most recently, we entered into a service level agreement with Rhondda Cynon Taff County Borough Council to allow them to deliver an empty property loan scheme in eligible rural parts of Bridgend County. The loan scheme is funded by the Valleys Task Force empty homes grant. The scheme aims to support the valleys area of Bridgend County helping to regenerate communities, provide choice and suitable accommodation for residents.

Well-being Objective 3

Smarter use of resources

Why we choose this objective?

Over the period 2018-19 to 2021-22, the Council is expected to make recurrent budget reductions of some £32.6 million. For 2019-20, our target budget reduction was £7.621 million and as in previous years, we continue to be committed to finding at least 50% of these reductions for the year by making smarter use of resources, and minimising any reductions in services. As austerity continues, it becomes harder each year to make further budget reductions, but this year we continued to seek ways of working to save us money, primarily by making smarter use of our resources, including our people and our buildings, and making the most of the assets we retain.

What do we want to achieve?

Our aims

1. To achieve the budget reductions identified in the Medium Term Financial Strategy.
2. To improve the efficiency of and access to services by redesigning our systems and processes.
3. To work collaboratively to make the most of public assets.
4. To develop the culture and skills required to meet the needs of a changing organisation.

Key Programmes

Under this objective, there are three key programmes to help achieve our aims and deliver improvements in well-being:

Digital Transformation Programme

This programme aims to change the way we operate to enable customers to access information, advice and services on line.

Rationalising the Council's Estate

This programme is about disposing of assets, transferring assets to communities to manage while making the most of assets we retain.

School Modernisation Programme –

This programme invests in a sustainable education system in school buildings that reduces cost and their carbon footprint

How did we do?

Performance Measures

Set out below is how we performed against the performance measures we set ourselves to meet this well-being objective and what we achieved in 2018-19 against our three key programmes.

Aim - To achieve the budget reductions identified in the Medium Term Financial Strategy

| Measure and preferred outcome (higher or lower) | Actual 2018- 19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|---|-----------------------|--------------------|----------------------------|-------|------------------|
| The percentage of budget reductions achieved (Higher) | 91.7% | 100% | 89.4% | N/A | N/A |
| Not all saving measures actioned achieved full year savings as they were implemented part way through the financial period, with some not realising as much as anticipated, however overall the budget outturn showed an underspend due to savings been made elsewhere. | | | | | |

Aim -To improve the efficiency of and access to services by redesigning our systems and processes

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|--|-------------------|--------------------|----------------------------|-------|------------------|
| The number of new services that are available to the public on line. (Higher) | 5 | 3 | 2 | ↓ | N/A |
| School transport applications and the Housing Jigsaw solution were put on line. A lot of work was done to configure, set up and test the online reporting tool with the aim to go live in March. Due to the Covid-19 issues that arose, this was not achieved but will be revisited at some point in the future. | | | | | |

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

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|--|--------------------|--------------------|----------------------------|--------------------|------------------|
| The percentage of surplus capacity of school places in a) primary schools b) secondary schools (Lower) | a) 4.89% | 10% | 9.36% | ↓ | N/A |
| | b) 22.01% | 18% | 20.65% | ↑ | N/A |
| Changes in demographics and use of spaces has resulted in a reduction in surplus places in the secondary sector. | | | | | |
| Realisation of capital receipts target (Higher) | £1,821 million | £2.8 million | £794,000 | N/A | N/A |
| The sale of Ysgol Bryn Castell was delayed by Covid 19 but contracts were exchanged and the sale receipt of £2.6 million will now be achieved in 2020/21. | | | | | |
| Percentage of £500k planned budget savings achieved through Implementation of Corporate Landlord model. (Higher) | New 2019-20 | 100% | 95% | New 2019- 20 | N/A |
| Within the end of year finance figures the service absorbed an additional known but unbudgeted cost pressures of c. £300,000. This is without the additional impact of Covid-19. | | | | | |
| Percentage of BCBC operational buildings achieve full statutory compliance (Higher) | New for 2019-20 | 100% | 54.6% | New 2019- 20 | N/A |

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|---|-------------------|--------------------|----------------------------|-------|------------------|
| Compliance is below target. This is due to us increasing the compliance testing regime by a further 3000+ items across the estate. This has impacted on the overall percentage performance. We also had issues with external certification. Provision of certificates for the period January to March by contractors were impacted by the Covid-19 lockdown as were the performance of some inspections due during March. Steps have been taken to improve the performance of contractors to ensure full compliance is achieved and maintained. | | | | | |
| Percentage change in carbon dioxide emissions in the non-domestic public building stock on previous year (Higher) | 18.98% | 6.46% | 28.83% | ↑ | N/A |
| Income generated from the Council's non-operational property portfolio (Higher) | £29,028 | £25,000 | £30,000 | ↑ | N/A |

Aim – To develop the culture and skills required to meet the needs of a changing organisation

| Measure and preferred outcome (higher or lower) | Actual 2018-19 | Target 2019- 20 | Actual 2019-20 & RAG | Trend | Wales average |
|--|-------------------|--------------------|----------------------------|--------------------|------------------|
| The number of staff taking up in-work health checks (Higher) | New 2019-20 | Set baseline | 169 | New 2019- 20 | N/A |
| The percentage of employees completing e-learning modules (Higher) | 54.1% | 25% | 40.02% | ↓ | N/A |
| The number of interactions from citizens on the corporate social media accounts (Facebook and Twitter) (Higher) | 48,701 | 41,444 | 82,422 | ↑ | N/A |
| Number of participants in staff survey (Higher) | 1291 | 1356 | 1150 | ↓ | N/A |
| The survey was made available to 3,054 staff (non-schools) in both Welsh and English in both online and paper formats. Reminders were also published. Despite this less staff completed the survey this year. Although there was a slight reduction in the number of participants, comparison of the tracker questions shows that overall responses were more positive in 2020 compared to 2018. | | | | | |
| The proportion of staff reporting through survey that they agree or strongly agree with the statements: (Higher) | | | | | |
| a) I feel every department is working towards the same common goal | a) 35% | 36% | 37% | ↑ | N/A |
| b) I am satisfied with BCBC as an employer | b) 59% | 60% | 66% | ↑ | N/A |
| c) Working here makes me want to perform to the best of my ability | c) 69% | 70% | 74% | ↑ | N/A |
| d) I feel that BCBC values its employees ideas and opinions | d) 31% | 32% | 39% | ↑ | N/A |
| e) Do you think there are opportunities for two-way communication to discuss and raise ideas and issues? | e) 59% | 60% | 72% | ↑ | N/A |

Steps taken to achieve our Key Programmes

We made 14 commitments to support the delivery of this well-being objective, through our three key programmes. Ten commitments were fully met and within budget, therefore our performance is assessed **green**. Three commitments judged **amber**, as we did not fully achieve what was planned and one assessed **red** because we did not fully complete the planned actions. We did not achieve all we set out to do in rationalising the Council's estate, as there was a delay in marketing the Waterton site and progressing with exit strategies to further reduce our administrative estate. We did not meet our planned budget reductions. However, we did still realise full savings by holding vacancies and making savings elsewhere. We therefore assessed ourselves as amber. We did not make progress in relation to the expansion of Welsh-medium childcare provision, as part of the school modernisation programme, therefore we assessed ourselves as red.

Digital Transformation Programme

The Digital Transformation programme has a citizen centred focus. We listened to the initial feedback from the 2015 budget consultation that 87% of our citizens wanted more council services online, as well as in the 2019 budget consultation where 70% of respondents stated they would support a move to digitalise services.

New, modern functionality also meets the demand of over 85% of our citizens who have access to the internet and prefer the convenience of online transactions (ONS).

In 2018, we launched a new single digital platform (My Account) for citizens to interact with us online for key services. Since launching over 36,000 has registered an online account, with over 16,000 people registering for council tax online and over 11,000 subscribing for eBilling resulting in savings on paper, postage and packaging.

In 2019-20, we received 14,000 online applications for various services including council tax, housing benefit, school admissions and school transport. In addition, 26,286 payments were made by residents using My Account.

By providing more online services and self-serve solutions, it enables us to explore opportunities to streamline and automate current manual processes as well as helping to save money. Work to centralise and automate utility payments was completed during the year, which resulted in reducing transaction costs and late payment charges. Significant work was also undertaken in automating creditor payments.

Our new chatbot "Oggie" was launched in August 2019 to enhance the customer service experience and to reduce contact volume on other traditional channels e.g. telephone face-to-face and emails. The chatbot deals with the more routine customer queries and by being available 24/7/365, it enables the citizen to contact us outside the traditional working hours. Since Oggie was launched, there have been 9,956 online conversations.

Towards the end of January 2020, we also became the first local authority in Wales to launch a new online system for people in need of housing support. The system called "Housing Jigsaw" enables people to sign up for homelessness services or join the housing register. All individual cases are available online which negates the delays previously involved in housing applications and decision-making. By including our housing partners in this journey, the customer gets a faster response and a more efficient solution to their housing needs. Since its launch, there have been 1,017 online transactions made which has also helped us reduce transaction costs as well as printing and postage.

Work to centralise and automate utility payments has reduced the number of utility bills paid each year from approximately 2,860 down to 28, i.e. a single monthly invoice is paid for electricity and gas and a quarterly invoice for water. Individual departments also have access to an on-line portal to see their individual utility invoice and monitor energy consumption over the year.

Whilst some good progress has been made in implementing new functionality within iTrent, our HR system, to streamline key managerial processes there is an ambition to assess further functionality beneficial to our staff and managers and work will continue into 2020-21.

Work has also continued to develop the Council's corporate website. Following an independent accessibility review, the Council's website was named as the most accessible in Wales for disabled people for the second quarter of 2020. The website has been designed to meet level 'AA' – a worldwide standard for websites which aims to make pages as accessible as possible. With innovations in place such as specialist software, which reads out webpage text to support blind people or to make text readable for people with dyslexia or ADHD, the Council's website achieved an overall result of 8/10, putting it among just 17 per cent of all UK Councils who scored seven or more.

At the start of the Covid-19 lockdown, it was evident that digital has enabled citizens to continue engagement with us as we have seen a transition to the digital channel. The intention is to learn from the period of lockdown, assessing the possibilities and opportunities arising from the 'new norm' by further promoting digital services and introducing more innovative ways of working and serving our communities.

Rationalising the Council's Estate

Corporate Landlord Model

We continued to develop a more commercial approach to Council assets and property services. Our Corporate Landlord operating model was fully deployed and operational. During 2019-20, we saw large increases in both productivity and volumes of work completed. This will continue to be enhanced as full condition surveys are completed and a switch is made from responsive repairs to planned preventative maintenance through 2020-21.

A commercial property portfolio review was undertaken, which will help to shape the development of a strategy for the future to deliver accommodation based on supply and demand requirements going forward. The full impact of Covid-19 is not yet fully known, though we recognise that there are significant pressures facing the accommodation portfolio. As we embrace home working it is likely that we will need to look at opportunities to rationalise the administrative estate further and this work will continue into 2020-21.

Disposal of assets

As a Council, we have some 950 assets with a value of circa £454 million and a budget of £14.6 million per annum. We need to ensure where assets are no longer needed, they are disposed of in the most effective way and that the assets we continue to hold are utilised effectively and efficiently.

We continue to rationalise the Council's administrative estate and in particular the leased estate. During 2019, work continued on exit strategies for some of our leased buildings including successfully releasing Kenfig Nature Reserve. Sunnyside House is planned for release in spring 2021.

Due to the impact of Covid-19 the sale of Ysgol Bryn Castell was delayed, resulting in the capital receipt target of £2.8 million for 2019-20 not being achieved. Capital receipts of £794,000 were realised and contracts exchanged for the sale of Ysgol Bryn Castell. The sale will complete in 2020-21. We do remain on target to achieve our enhanced disposals programme target of £21 million capital receipts by 2020-21.

Investment also continued in 2019-20. Grant funding enabled the completion of the redevelopment of the Rest Bay café and water sports centre at Porthcawl. Funding was secured for the Enterprise Hubs and new starter unit developments at Village Farm, which will progress into 2020-21.

At Waterton, our depot site, in conjunction with adjoining land, is being promoted as a comprehensive regeneration opportunity known as Parc Afon Ewenni. Currently, we are working with the adjoining landowners to ensure that the scheme retains its status as an allocated site within the emerging Local Development Plan. This work will continue throughout 2020-2021. Redevelopment options for retention of part of the site for redevelopment of a new depot or school are being reviewed and will be progressed during 2020-21. The site can then be marketed once these have been finalised.

Energy

We continued to undertake engagement, communications and training related to energy and carbon saving initiatives throughout the Council. We conducted energy audits to identify, quantify and prioritise energy saving opportunities within our buildings. We also actively looked to increase the uptake of renewable energy technologies to decrease dependency on fossil fuels.

In early 2018, capital funding was approved for the delivery of energy efficiency improvements in Council owned buildings as part of an ambitious £1.3million investment programme. Welsh Government offered free surveys from Carbon Trust to investigate potential energy saving opportunities. The energy saving measures include LED lighting, pipework insulation, Building Management System (BMS) controls or solar PV systems, to name a few. Following a review of options, the Re:fit framework - a joint venture between HM Treasury and Local Government association, specialising in delivering retrofit projects to public sector buildings was chosen.

Nineteen buildings were shortlisted, out of the initial thirty identified, and engagement with stakeholders continued during the year. A project plan was developed and the procurement process completed early 2020. A high level appraisal process has commenced on the selected buildings, sixteen of which are schools. The Council is looking to reduce £162,000 on annual energy bills and approximately 258 tonnes of carbon dioxide. This investment continues our efforts to work towards net-zero carbon and to maximise the reduction of carbon emissions produced by our own activities and assets. Work will commence during summer 2021 and is expected to take 12-18 months

In early 2020, we started a trial in five schools to reduce gas consumption by introducing a heating additive. The results of the trial showed gas consumption reduced by an average of 10%.

We replaced four diesel vans with four electric vehicles (EVs) as part of a pilot to reduce vehicle running and maintenance costs and our carbon footprint. Following the successful trial, we installed eight electric vehicle-charging points at Ravens Court. This new infrastructure will allow the expansion of EVs within the Council.

Funding was granted in 2019 to retrofit the existing Heating Ventilation and Air Conditioning system and lighting system in Ravens Court. The new system is expected to save £10,000 per year in energy costs, and save approximately 38 tonnes of carbon emissions as well as improving the working environment. Work is expected to be completed by the end of 2021.

Schools' Modernisation Programme

Our flagship school modernisation programme continued to work towards delivering new educational facilities for Bridgend County Borough, which are designed to support 21st century teaching and learning. With more than £68.2 million of funding set to be committed towards the next phase of the school modernisation programme, it remains our largest investment. We plan to build four efficient and sustainable primary schools and one special school over the next five to seven years as part of Welsh Government's 21st Century Schools and Colleges Programme, ensuring there is a sufficient supply of pupil places across Bridgend County Borough.

Options appraisal work in relation to the primary school projects has concluded and approved in January 2020 to progress feasibility studies in respect of each of the primary school projects. Feasibility studies are underway and will complete in 2020/2021. Programmes were affected because of Covid-19, and certain survey work could not take place as planned. Notwithstanding this, the outcome of the studies will be reported to Cabinet in 2020/2021, and a decision made regarding the preferred way forward in respect of each of the schemes.

Option appraisal work in relation to the special school is ongoing into 2020-21. Subject to obtaining the necessary approvals, the construction of two primary schools and the one special school will be funded from Welsh Government and Council capital. The other two primary schools will be funded via Welsh Government's new Mutual Investment Model (MIM) funding, whereby private partners build and maintain schools in return for a fee, and will cover the cost of construction, maintenance and financing the project. At the end of a fixed period, the buildings will become Council owned assets.

Funded by Welsh Government, the construction of the new East Hub building at Brynteg School is well underway. The Hub will allow effective joined-up working between Early Help, Safeguarding, multi-agency and joint services staff, supporting families and learners at the heart of the community that they serve. The building will be ready for occupation in the autumn of 2020.

The Council continues to work with contractors in order to maximise community benefits. Through our construction projects, we seek to ensure that schemes deliver on targeted recruitment and training, apprenticeships, work experience and pupil engagement, highlighting the future employment opportunities of a career in the construction industry.

Development work linked to the Cymraeg 2050 capital programme continued to progress in relation to the expansion of Welsh-medium childcare provision, but has been impacted by the Covid-19 emergency. Work will continue into 2020-21 to develop plans to identify childcare providers who will utilise the accommodation developed thus far to offer childcare in the communities identified (Betws, Ogmore Valley, Porthcawl and Bridgend Town).

In the Spring of 2020, we opened a Welsh-medium learning resource centre at YGG Calon Y Cymoedd. The provision, enables young children who have a diagnosis of autistic spectrum disorder (ASD) to receive their education through the medium of Welsh.

CORPORATE CHANGE

Although this was not identified as one of our key programmes, we have three aims which focus on doing things differently corporately to meet our well-being objective of 'Making smarter use of Resources'. The three aims focus on delivering budget reductions, developing culture and skills in a changing organisation and making the most of our spend on goods and services through procurement. The steps we made are set out below:

Budget reductions and our medium-term financial strategy (MTFS)

When developing our MTFS, we consider a number of different funding scenarios and aim to balance investment in preventative measures against the costs of reacting to unanticipated situations in statutory services. We aim to ensure the majority of savings are generated from smarter use of resources, with front line service reductions kept to a minimum. Each budget reduction proposal is weighted in terms of the impact on other areas of the Council, on the public and on our well-being duty as set out in the Well-being of Future Generations Act. Where a budget cut in one area of non-statutory prevention would lead to increased costs in another, this is not considered to be good financial management. Similarly, budget reductions are achieved through remodelling of existing service provision and through making services self-sufficient rather than removing them in their entirety, to make them more sustainable going forward.

Alongside this is a capital strategy aligned to a 10 year capital programme, and a treasury management strategy, which demonstrate how the Council ensures that all of its capital and investment plans and borrowing are prudent and sustainable. They are intended to give a high level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services along with an overview of how associated risk is managed and the implications for future sustainability. The capital strategy is monitored on a quarterly basis and reports provided to Cabinet and council. The capital programme is updated in line with the strategy and approved by council quarterly.

Of the £7.621 million budget reductions required for 2019-20, we achieved £6.815 million through smarter use of resources, avoiding cutting the quality or level of services.

These included:

- We further developed extra care housing, leading to £330,000 of savings,
- A further review of the HALO and AWEN partnership contracts leading to £150,000 of savings,
- £111,000 further efficiencies realised as part of the Shared Regulatory Services,
- Further rationalisation of software and hardware budgets, saving £200,000,
- Council wide staff restructures, leading to savings in excess of £1.4 million,
- We also reduced our corporate budgets by £2.388 million, mainly by reducing our annual capital financing commitment through a review of policy, removing funding set aside for pump priming and additional funding generated through the increase in Council tax from an original 4.2% to 4.5% in 2018-19.

We did not achieve our savings in full in respect of the Materials Recovery and Energy Centre (MREC), (£475,000) and Bridgend bus station (£45,000). Budget realignment is being considered for 2020-21. The savings relating to removing subsidies for bus services (£62,000), library and cultural facilities (£60,000) although not achieved in 2019-20, have been progressed, and full savings met in 2020-21. The savings relating to the implementation of the learner transport policy (£67,000) are dependent on the recent public consultation. The Council consults widely with citizens on all budget proposals as an integral part of its MTFS and strives annually to increase participation and involvement. This is reflected in the increased response rate year on year.

Developing culture and skills

The Council made good progress in transforming services and undertaking organisational changes. New staff engagement arrangements that were established in 2018-19, carried on into 2019-20, with regular induction sessions for new starters with the Chief Executive; open engagement sessions for staff with the Chief Executive and Leader; and a second annual staff survey undertaken. During the year, a strong focus was given to supporting managers to fulfil their

managerial responsibilities and to enable employees to look after their mental wellbeing with the introduction of mindfulness courses.

We continued to provide the learning and development opportunities for staff to meet future service needs by updating the learning and development website enabling employees to access or enrol on relevant training courses. Working with trade union colleagues, funding was secured for priority training opportunities, through the Wales Union Learning Funding (WULF).

Directorate specific training and development opportunities included extended managers' meetings taking place to ensure open communication on legislative and corporate changes. Leadership and management training opportunities continued to be offered to middle managers. Health board boundary issues were progressed and opportunities for cross-working/training continued to be examined. The availability of staff training is widely embraced by staff. Within constrained resources, the following has been achieved:

Six new e-learning modules developed:

- Managers' Induction
- GDPR
- Sensory Loss modules: Vision Loss, Hearing Loss and Dual Sensory Loss
- Safeguarding Children and Adults – Raising Awareness
- Carers E-Practice Guide
- Trans Awareness

Number of staff completing training

- IT Workshops – 21 workshops delivered and 199 employees attended
- Mental health training – 13 workshops delivered and 168 employees attended
- No of e-learning completions 2,040
- Workbook completions 685

Procurement

We spend around £170 million annually through procurement on bought-in goods, services and works and influencing the ways in which this is done can make a key contribution to 'sustainability and resilience'.

We are working towards the circular economy principles to ensure sustainable procurement, which ultimately underpins the seven well-being goals under the Well-being of Future Generations (Wales) Act 2015 (WBFGA). We will consider 'whole life costing' where money is spent in ways that deliver wider benefits and adds value as opposed to traditional procurement routes of awarding contracts based on lowest price. Consideration such as energy consumption and end of life decommissioning, financial and environmental factors will be considered as part of awarding contracts.

We continue to engage with businesses within our communities, to support new and innovative ideas. As well as considering how we integrate the five ways of working into our new procurement strategy and ensuring that the strategy enables procurement to maximise contribution to the well-being goals, some specific initiatives are being looked at. We have signed up to the UK Steel Charter and we are still looking at developing the foundation economy model.

As part of the new procurement strategy that we are developing, we will consider co-producing services with the public, private and community sectors to help shape innovative solutions. We will work with suppliers to identify the best solutions to suit our needs. We will work with others to replicate good practice. This new strategy will enable us to maximise our contribution to the well-being goals and encourage initiatives to help deliver sustainable procurement.

Consultations and engaging through social media

Throughout the year we carried out a range of consultations to find out your views and inform our decisions. We undertook online surveys, roadshows throughout Bridgend County Borough, ran focus groups and invited comment through social media on a number of topics. Further information can be found at <https://www.bridgend.gov.uk/my-council/equalities-and-engagement/consultations/>.

During 2019-20, we made good progress against our aim of improving and promoting mechanisms to improve responses to consultations and to engage with the public through social media. A variety of engagement methods were used throughout the year to improve resident inclusion and the response rate of consultations. Progress was made in making available easy read versions of consultation where they were appropriate i.e. the budget consultation and strategic equality plan consultation. Youth versions were also created for the budget consultation and learner travel review. Residents and community groups were also more widely engaged using a variety of techniques including: one to one support to complete surveys, discussion groups, clicker pads and drop in sessions in libraries.



Clicker pad engagement sessions were used to include residents in the Strategic Equality Plan, Post 16 and learner travel consultations, and to carry out the Medium Term Financial Strategy budget consultation.

Sessions were held with full Council, in comprehensive schools with pupils and carers, Bridgend Community Cohesion and Equality Forum, the Bridgend Coalition of Disabled People and Citizens' Panel members. We also used a variety of engagement methods including paper surveys, online surveys, Citizens Panel engagement events and public drop in sessions in libraries.

During the Budget Consultation period we also used promotional materials such as posters, flyers and business cards to aid promotion of the consultation. An explainer video was also developed and used on the website, social media channels and the digital screens within the Contact Centre to promote the budget consultation as well as a bilingual advert on Bridge FM. A QR code was also created to ensure easy access to the online surveys for residents.

During the year, we audited our social media channels and implemented new strategies and tactics to grow our social media channels, which contribute towards the Council's ability to engage with the public. Since July 2019, we have seen a significant growth in these type of interactions. We also received the highest amount of interactions on social media during the yearly budget consultation campaign than in previous years.

Being more strategic when we post content on our channels enabled us to engage with the public at the most popular times and days that people are online which contributed to a growth in the number of interactions. User generated content on Instagram proved popular and increased our interactions with the public Instagram stories with use of boomerang working well and for A-level and GCSE results day with hundreds of people viewing these videos. Trending hashtags on twitter increased reach and engagement such as #Goingtoxford on A-level results week.

On average, each post on social media reached 6,703 people. During the budget consultation social media campaign, a total of 2,009 interactions were received via social media. This included 147 interactions from the live question and answer (Q&A) session, 1,365 social media comments and 497 social media poll votes. Overall, the Council received 7,437 interactions during the budget consultation, covering survey completions, engagement event attendees and social media

interactions. This is an increase of 2,149 (40.6%) on the 5,288 interactions from last year, of which 1,200 relates to an increase on social media comments.

In the latter part of the year, due to severe weather and the Covid-19 pandemic, social media interactions increased by almost 50% which resulted in almost a doubling of the yearly target. We had the highest ever number of positive reactions (likes and loves) throughout the pandemic as the public have been engaging positively with our unsung heroes' campaign. We have turned the homepage of our website into a hub of information during the pandemic and residents have been actively engaged with our social media channels to find out the latest developments within Bridgend County Borough. In terms of developing our ability to engage with the public through social media we posted more regularly and consistently to generate more engagement. We created graphics, infographics and collages to promote important information. This resulted in a yearly increase of 9.94% in social media interactions.

Financial Performance

Our financial environment is becoming increasingly challenging. We need to make unprecedented savings in the future that can only be achieved by changing the way we work and changing the way services are delivered. Last year the gross amount we spent on delivering services to our citizens and investing in our landscape and infrastructure totalled around £439 million. The total amount that we had available to spend was made up from three main sources listed below.

Revenue Expenditure

Our revenue expenditure represents day-to-day costs such as salaries, equipment, supplies and services. Our **net** revenue expenditure in 2019-20 after allowing for appropriation to earmarked reserves, additional income from council tax and an under spend against council-wide budgets was **£270.246 million**, which resulted in an under spend of £563,435 which was transferred to the Council fund. The table below shows the expenditure and proportion of spend per well-being objective in 2019-20 and spend on other core services and statutory functions:

| Well-being objective for 2019-20 | Revised Budget 2019-20 (£'Million) | Actual Outturn 2019-20 (£'Million) | Actual Over/(Under Spend) 2019-20 (£'Million) |
|---|--|---|---|
| 1. Supporting a successful economy | 48.883 | 49.065 | 0.182 |
| 2. Helping people to be more self-reliant | 55.900 | 54.548 | -1.352 |
| 3. Smarter use of resources | 5.063 | 5.054 | -0.009 |
| 4. Core services and statutory functions | 160.963 | 161.579 | 0.616 |
| TOTAL | 270.809 | 270.246 | -0.563 |

Capital Expenditure

This represents our spending on schools and infrastructure such as roads, bridges and buildings. These assets will benefit the community over long periods of time and the expenditure is largely financed by borrowing and capital grants. Our capital expenditure in 2019-20 was **£22.822 million**, where the main projects carried out during the year included:

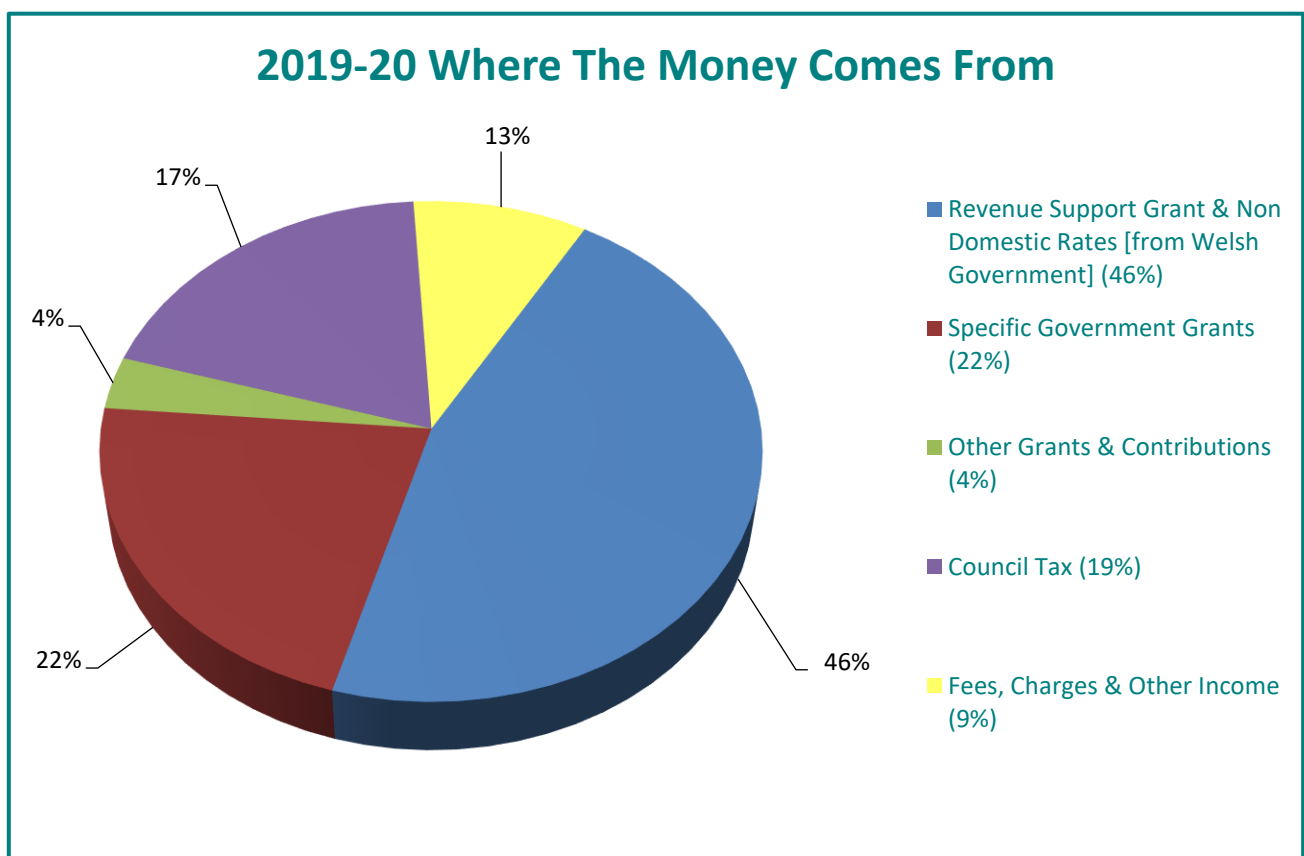
- £2.413 million Disabled Facility Grants and private sector housing
- £2.527 million on highways and carriageway works
- £1.908 million on Schools ICT infrastructure
- £1.562 million on schools capital maintenance works
- £1.117 million Porthcawl Resort Investment Focus

Grants

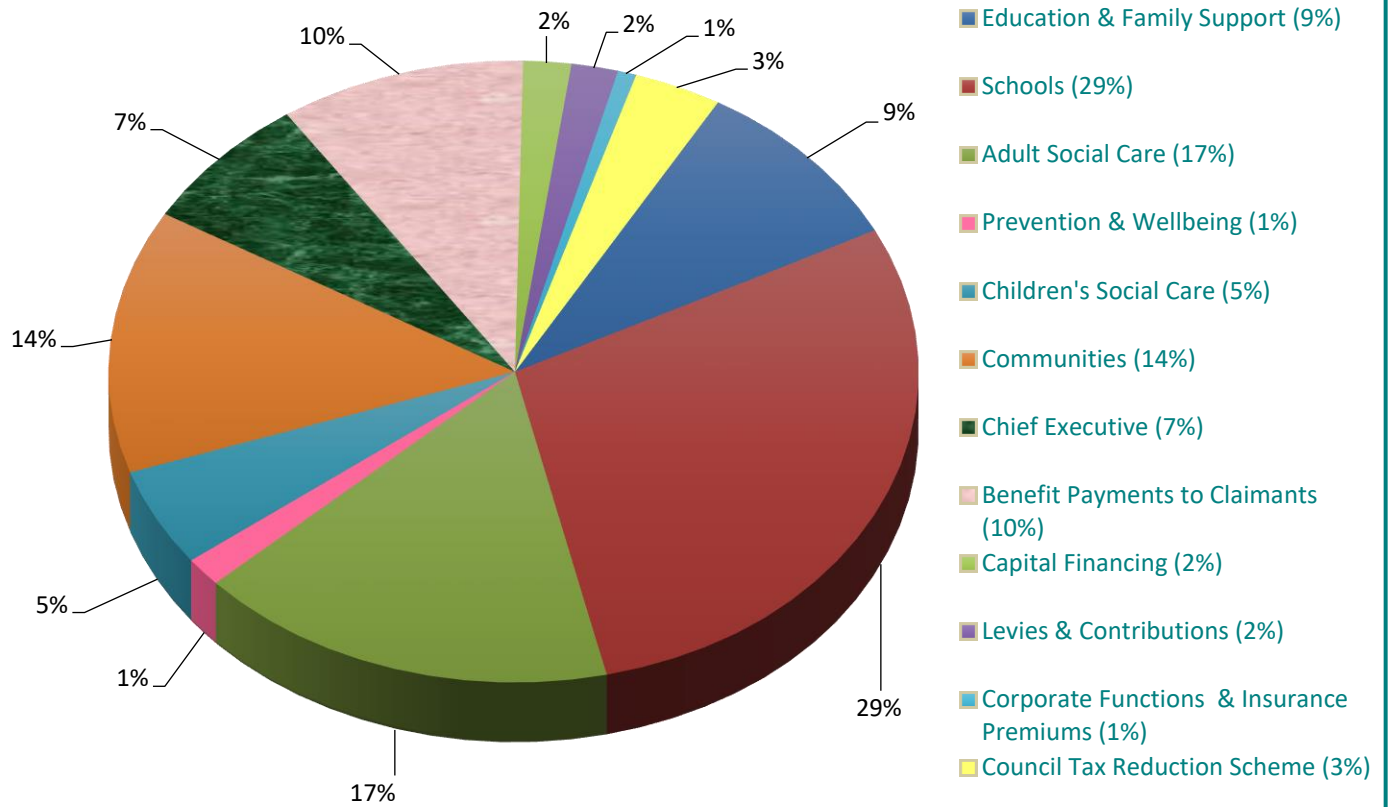
We also received specific government revenue grants in addition to the core Revenue Support Grant and Non-Domestic Rate (NDR) allocations and Housing Benefit Subsidy, totalling **£50.979 million** during 2019-20, which we are able to use in addition to our own revenue budgets. The main grants received during 2019-20 included:

- £6.105 million – Post-16 Grant
- £5.767 million – Supporting People Grant
- £4.895 million – Education Improvement Grant
- £4.592 million – Pupil Development Grant
- £3.076 million – Flying Start Grant
- £1.690 million – Families First Grant

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



2019-20 Where the Money Is Spent



What Our Regulators Said about Us

Audit Wales

The work of all Councils in Wales is scrutinised by external regulators to ensure that we use public money efficiently and effectively to deliver benefits for our communities. Audit Wales has an annual programme of audit and assessment work that it undertakes in the Council, and the conclusions from all this work are brought together in an Annual Improvement Report (the latest report available is to be published October 2020).

During the course of the year the Auditor General did not make any formal recommendations, however there were a number of proposals for improvement identified in the reviews undertaken during 2019-20. These reports can be viewed on the links below.

The Auditor General also researches topics at a national level in order to share best practice and make recommendations for how public bodies can improve. The topics covered during the year included the role of Public Service Boards, Well-being of young people, Violence against women, and First point of contact. These reports can be accessed via the links below.

| Performance and Audit Reviews (local) | Link |
|---|---|
| Follow up review of the corporate arrangements for the safeguarding of children in Bridgend | https://www.audit.wales/system/files/publications/bridgend_safeguarding_report.pdf |
| Delivering with less- Environmental health services follow up review for Bridgend | https://www.audit.wales/system/files/publications/bridgend_council_environmental_health_follow_up_english.pdf |
| Financial sustainability assessment | https://www.audit.wales/system/files/publications/pdf_6.pdf |
| Examination under the WFG Act (Wales) 2015 – ‘Active Bridgend Plan’ | https://www.audit.wales/publication/bridgend-county-borough-council-well-being-future-generations-examination-active |
| Savings planning follow up- Bridgend County Borough Council | https://www.audit.wales/system/files/publications/1469A2019-20_BCBC_savings%20planning_final.pdf |
| Performance and Audit Reviews (national) | Link |
| Review of Public Service Boards | https://www.audit.wales/system/files/publications/review-of-public-service-boards-english.pdf |
| The well-being of young people | https://www.audit.wales/system/files/publications/well-being-of-young-people-english_0.pdf |
| Social Services and Well-being (Wales) Act 2014: First point of contact assessments | https://www.audit.wales/system/files/publications/Front-door-to-adult-social-care-english.pdf |
| Tackling violence against women, domestic abuse and sexual violence | https://www.audit.wales/system/files/publications/VAWDASV_eng.pdf |

Estyn

Estyn is the office of Her Majesty's Inspectorate for Education and Training in Wales. The purpose of Estyn is to provide an independent inspection and advice service on quality and standards in education and training in Wales. To search for the latest reports, please visit https://www.estyn.gov.wales/system/files/2020-08/Bridgend%2520County%2520Borough%2520Council_0.pdf

Care Inspectorate Wales (CIW)

CIW evaluate the performance of social services (children and adult services) annually and publish their findings and recommendations in a letter to the Director of Social Services. The assessment for performance in 2019-20 can be found here <https://careinspectorate.wales/200803-local-authority-annual-performance-review-letter-201920-bridgend-county-borough-council>

During 2019-20, CIW also undertook an inspection in collaboration with Health Inspectorate Wales (HIW) to evaluate how Bridgend County Borough Council is promoting independence and preventing escalating needs for older adults. The key findings and recommendations are published in a report, which can be found here <https://careinspectorate.wales/inspection-older-adults-services-bridgend-county-borough-council>

OUR RESPONSE TO COVID-19

Towards the end of the financial year 2019-20, Covid-19 presented a huge challenge for local leadership. The pandemic also underlined the importance of effective collaboration between local partners, and with national government. The need to be flexible and responsive to meet the unprecedented changes to how we lead our daily lives has meant service reform and new ways of working have been introduced in extremely short timescales.

Staff from across public services and the third sector have worked tirelessly to help their communities. This has involved delivering food boxes, securing housing for homeless people, the creation of hubs for key workers, delivering accredited online adult courses, supporting people in their homes, the distribution of business grants, supporting the roll out of the Test Trace and Protect programme, and the return of schooling before the summer holidays. Many Council staff volunteered to be redeployed to keep critical frontline services going, and had to adapt to different shift patterns, learn new skills and work through weekends, normal school holidays and bank holidays. The following are just some examples of how staff came together to help local residents at the start of the pandemic in mid March 2020:

Local schools Teachers and assistants prepared online learning materials for more than 23,000 pupils every weekday.

Housing Team In early April four pods were set up in temporary locations near projects run by the Wallich and housing association Pobl. The new pods, which contain a bed and toilet, were introduced to respond to the needs of rough sleepers, allowing them to comply with social distancing requirements and if necessary to self-isolate. 24/7 support was available to those using the pods.

Cleaning staff: Crews started work from 4am to get childcare hubs ready for each day. Armed with disinfectant and bleach, many had to travel much further than normal due to their regular schools closed. The hubs, which also acted as collection points for free school meals, and four Flying Start centres were their main focus, but they also continued to clean corporate buildings where essential staff were based.

Catering Team Around 400 cooks, catering assistants and meals at home delivery drivers fed children, keyworkers and vulnerable adults during the pandemic, providing hundreds of hot meals a day and thousands of packed lunches each week. Working in shifts, they prepared, cooked and delivered meals, with many giving up their holidays to ensure the vital service could continue.

Language and Play officers recorded a series of book readings, songs and craft sessions to help young children continue to develop and learn. Uploading the videos to a closed Facebook page for families registered under the scheme and basing themselves at one of the emergency childcare hubs, the team combined their usual roles with supporting the childcare provision for keyworkers.

ICT Team Ordering hundreds of laptops during a worldwide shortage while dealing with twice the normal number of cyber-attacks, the ICT team ensured that Council staff could work from home during the pandemic. The additional workload has been on top of supporting schools as teachers moved towards online learning, repurposing over 500 laptops and ICT devices for digitally excluded learners and providing tablets to local care homes so that residents could make video calls to relatives.

Fees waived for sports clubs Football and rugby clubs will not pay hire charges for using outdoor sports facilities for the 2019-20 season. The Council's decision takes account of both the exceptional circumstances around the Covid-19 crisis and the continued commitment of sports clubs and town and community Councils to complete community asset transfers of outdoor facilities.

Responding to the Covid-19 coronavirus in Bridgend County Borough



Business support grants paid **£29,025,000**
2,340 Business grant applications approved



Calls received to customer services **43,827**
6,172,763 Social media reach



1,553
 Volunteers registered



10,500
 Hours of domiciliary care provided each week



1,048
 Individuals supported in their own homes



1,559
 No of keyworkers' children supported to enable parents to work



169
 Staff redeployed to a different role



2,600
 Individuals supported by Telecare services



13%
 Overall increase in recycled materials compared to this time last year



1,013
 Reconditioned laptops and devices issued to school children



Stats since 23 March 2020.



Important themes that underpin our work

Performance Management Framework

Performance management is about taking action in response to actual performance to make outcomes for users and the public better than they would otherwise be. You can see our Performance Management Framework [here: https://www.bridgend.gov.uk/media/2281/bcbc-performance-management-framework-2017-version.pdf](https://www.bridgend.gov.uk/media/2281/bcbc-performance-management-framework-2017-version.pdf)

Scrutinising our performance

Overview and scrutiny committees are a valuable part of the transparent and democratic process. They support the work of the Council as a whole in the improvement of public services. You can see more information on the role of scrutiny here: <https://www.bridgend.gov.uk/my-council/democracy-and-elections/overview-and-scrutiny-committees/>

Risk management

With growing demands on services at a time of increasing pressure on finances, effective risk management remains an essential part of the framework for ensuring good corporate governance. Since Corp Risk Register was last agreed, the Covid-19 pandemic has occurred which has had an effect worldwide. The register is being continuously reviewed during this period to take into account any Covid-19 related risks. More information can be found here, agenda item 4 <https://democratic.bridgend.gov.uk/documents/g3915/Agenda%20frontsheet%2010th-Sep-2020%2014.00%20Audit%20Committee.pdf?T=0&LLL=0>

Equality and diversity

We are committed to promoting equality and valuing diversity through all of our services and dedicated to treating our residents, customers, employees and visitors with respect, while providing services which respond to people's individual needs. More information can be found at: <https://www.bridgend.gov.uk/my-council/equalities-and-engagement/equality-and-diversity/>

Welsh language

We are committed to treating Welsh and English on an equal basis when carrying out our public business. Our five-year strategy and more information on how we promote the language can be seen at: <https://www.bridgend.gov.uk/my-council/equalities-and-engagement/welsh-language/>

Bridgend Public Services Board

Bridgend Public Services Board (PSB) is a group of public sector and not for profit organisations who work together to create a better Bridgend County Borough. In July 2020 the PSB published its second annual report highlighting the activity it has undertaken in 2019-20. You can read the full report here <https://www.bridgend.gov.uk/media/8924/psb-bridgend-ann-report-eng-0620.pdf>

Our well-being objectives for 2020-21

In our Corporate Plan 2018-22, we set out our well-being objectives. These are:

- Supporting a successful and sustainable economy
- Helping people and communities to be more healthy and resilient
- Smarter use of resources

As part of our corporate planning the well-being objectives were assessed against the requirements of the Well-being of Future Generations (Wales) Act 2015 to identify opportunities to maximise our contribution to the 7 well-being goals.

The Council agreed to the rewording of two objectives. The rationale behind the changes was to strengthen the alignment with the seven well-being goals. Full details on the actions we have in place can be seen in our Corporate Plan 2018-2022, reviewed for 2020-21 here: <https://www.bridgend.gov.uk/media/8471/corporate-plan-english-version.pdf>



Feedback

We welcome your comments on this annual report and your suggestions for improvement. You can give your feedback through



our website: www.bridgend.gov.uk



on Instagram www.instagram.com/BridgendCBC/



via Facebook www.facebook.com/BridgendCBC



on Twitter: @BridgendCBC



email to talktous@bridgend.gov.uk



in writing to Corporate Performance Team, Bridgend County Borough Council, Raven's Court, Brewery Lane, Bridgend CF31 4WB

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

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

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

BUDGET MONITORING 2020-21 – QUARTER 2 REVENUE FORECAST

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 position as at 30th September 2020, and to seek approval for budget virements between £100,000 and £500,000 as required by the Council's Financial Procedure Rules.

2.0 Connections to corporate wellbeing 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 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 26th February 2020, Council approved a net revenue budget of £286.885 million for 2020-21. As part of the Performance Management Framework, budget projections are reviewed regularly and reported to Cabinet on a quarterly basis. The delivery of agreed budget reductions is also kept under review and reported to Cabinet as part of this process.

4.0 Current situation / proposal

4.1 Summary financial position at 30th September 2020

4.1.1 The Council's net revenue budget and projected outturn for 2020-21 is shown in Table 1 below.

Table 1- Comparison of budget against projected outturn at 30th September 2020

| Directorate/Budget Area | Original Budget 2020-21 £'000 | Revised Budget 2020-21 £'000 | Projected Outturn Q2 2020-21 £'000 | Projected Over / (Under) Spend 2020-21 £'000 | Projected Over / (Under) Spend Qtr 1 2020-21 £'000 |
|-----------------------------------|----------------------------------|---------------------------------|---------------------------------------|---|---|
| Directorate | | | | | |
| Education and Family Support | 120,931 | 120,968 | 122,462 | 1,494 | 1,992 |
| Social Services and Wellbeing | 70,894 | 72,111 | 72,531 | 420 | 1,182 |
| Communities | 27,790 | 27,810 | 28,266 | 456 | (1,048) |
| Chief Executive's | 18,228 | 18,228 | 19,346 | 1,118 | 677 |
| Total Directorate Budgets | 237,843 | 239,117 | 242,605 | 3,488 | 2,803 |
| Council Wide Budgets | | | | | |
| Capital Financing | 7,329 | 7,329 | 7,129 | (200) | 0 |
| Levies | 7,459 | 7,460 | 7,471 | 11 | 11 |
| Apprenticeship Levy | 650 | 650 | 636 | (14) | (14) |
| Council Tax Reduction Scheme | 15,254 | 15,254 | 15,255 | 1 | 317 |
| Insurance Premiums | 1,438 | 1,438 | 1,387 | (51) | (66) |
| Repairs & Maintenance | 870 | 790 | 790 | 0 | 0 |
| Pension Related Costs | 430 | 430 | 430 | 0 | 0 |
| Other Corporate Budgets | 15,612 | 13,917 | 10,651 | (3,266) | 0 |
| Total Council Wide Budgets | 49,042 | 47,268 | 43,749 | (3,519) | 248 |
| Earmarked Reserves | 0 | 500 | 500 | 0 | 0 |
| Total | 286,885 | 286,885 | 286,854 | (31) | 3,051 |

4.1.2 The overall projected position at 30th September 2020 is a net under spend of £31,000, comprising £3.488 million net over spend on directorates and a £3.519 million net under spend on corporate budgets. The projected position is based on:-

- Inclusion of reimbursed expenditure/loss of income to date on areas impacted by COVID-19 received from Welsh Government (WG).
- Exclusion of COVID-19 expenditure/loss of income claims that are currently being reviewed by WG at the time of writing this report.
- Exclusion of COVID-19 expenditure/loss of income claims that have not yet been submitted as they relate to quarters 3 and 4 of 2020-21.

A detailed analysis of the more significant projected under and over spends is set out in section 4.3.

COVID-19

- 4.1.3 The UK was put into lockdown on 23rd March 2020 in an unprecedented step to attempt to limit the spread of coronavirus. The impact of the COVID-19 pandemic has had an inevitable impact on the Council's financial position in a number of ways:

| | |
|------------------------------|---|
| Additional cost pressures | Some have been one-off and some recurrent. The majority of one-off cost pressures have been submitted for funding to the WG Hardship Fund, e.g. PPE, ICT, voids etc. It is unlikely that recurrent pressures will be met in the medium term. |
| Lost income | Again, some have been one-off losses, others will be deferred losses (e.g. potentially planning income), and others could be permanent recurrent losses. Claims have been submitted to WG covering loss of income for Quarter 1. Main areas claimed were car parking and school meals. |
| 2020-21 MTFS savings not met | Total MTFS savings for the year of £2.413m which may not be achieved (e.g. staffing restructures, remodelling of services, income generation) or which may be achieved fortuitously due to circumstances, but will require decisions going forward on whether or not to proceed or revisit. |
| Unanticipated savings | For areas where service provision has reduced or stopped and subsequent savings have been made e.g. home to school transport, premises and fuel. |
| Council Tax | There is likely to be a shortfall in council tax collection, especially given the delay in starting recovery, and an increase in council tax benefits. |

- 4.1.4 As reported to Cabinet on 30th June 2020, a COVID Earmarked Reserve of £3 million was created at the end of 2019-20. Also on 30th June Cabinet agreed a proposed approach to respond to the COVID-19 pandemic to allow the council to re-start, recover and renew its service provision. A Recovery Panel to help shape, inform and advise Cabinet on the Council's recovery planning has been established. Phase 1 findings were reported to Cabinet on 15th September 2020.
- 4.1.5 Cabinet and Corporate Management Board (CCMB) agreed to establish a COVID-19 Recovery Fund for 2020-21 on a 'one off' basis to provide funding for conscious and proactive decisions aimed at boosting recovery that were unlikely to be paid for by WG, with £500,000 being utilised from the 2020-21 Public Realm fund (see section 4.3.3) and a further £500,000 being ring-fenced from the COVID Earmarked Reserve to create a fund of £1 million.

Estimated costs of the Council's response to the COVID-19 pandemic

- 4.1.6 In response to the pandemic, the Council, alongside other organisations, has providing direct support to its community / residents in a number of ways. Welsh Government has provided specific eligibility criteria for each of its funding streams, and all directorates have been made aware of them, and are capturing costs

accordingly. Any COVID-19 costs which are not identified and claimed will need to be funded from the normal service budgets. Claims submitted to WG covering expenditure to August 2020, and the outcome of these claims are shown in Table 2.

Table 2 – COVID-19 expenditure claims up to August 2020

| Specific Hardship Fund | Claimed | Paid | On hold | Disallowed |
|-------------------------------|--------------|--------------|------------|------------|
| | £'000 | £'000 | £'000 | £'000 |
| General | 1,435 | 880 | 24 | 531 |
| Homelessness | 743 | 743 | 0 | 0 |
| Free School Meals | 1,328 | 605 | 617 | 106 |
| Schools (including HUB costs) | 609 | 546 | 33 | 30 |
| Adult Social Services | 2,230 | 2,194 | 17 | 18 |
| Total | 6,345 | 4,969 | 691 | 685 |

- 4.1.7 The majority of the disallowed expenditure (£461,000) relates to ICT costs incurred by the Council primarily to establish home working arrangements. The WG hardship panel agreed that these costs may be additional and not within the council's financial plans, however they also felt that having such assets in place provides longer term benefits to local authorities. A contribution of 50% was therefore agreed with the majority of the balance being funded from the annual ICT Capital budget. The majority of the £106,000 disallowed expenditure under the Free School Meals category relates to the delivery costs of the food parcels which took the cost of the provision over the funding threshold set by Welsh Government.
- 4.1.8 The majority of the £691,000 of claims that have been placed on hold relates to Free School Meal claims. A separate panel meets to determine the Free School Meal claims and at the time of writing this report, the outcome of the claims for July and August are not known. As there is no certainty at the time of writing this report in relation to the outcome of the items placed on hold, the reimbursement of costs has not been assumed in the quarter 2 projections (see 4.3.1).
- 4.1.9 The Council has also submitted claims for loss of income to the Welsh Government for the first quarter of 2020-21 totalling £2.507 million as shown in Table 3.

Table 3 – COVID-19 loss of income for Quarter 1 2020-21

| Directorate | Claimed (covers to end of Qtr 1) | Paid | Delayed (50% paid) | On hold | Disallowed | Main areas |
|--|----------------------------------|--------------|--------------------|------------|------------|--|
| | £'000 | £'000 | £'000 | £'000 | £'000 | |
| Education and Family Support Directorate | 1,253 | 1,047 | 0 | 205 | 0 | £1.047m - School meal income, £205K - recoupment income |
| Schools | 188 | 188 | 0 | 0 | 0 | £90K - school meal income, £98K - loss of income from hire of school premises |
| Social Services & Wellbeing Directorate | 314 | 184 | 0 | 130 | 0 | £154K – contribution to Council’s leisure service provider, £130K - Residential and non-residential client contribution income |
| Communities Directorate | 600 | 577 | 1 | 22 | 0 | £210K - Car Park Income, £160K - rental income from properties due to 3 month rent holiday, £53K – civil enforcement income, £72K Green/Bulky/Trade waste income |
| Chief Executive's Directorate | 152 | 9 | 29 | 41 | 74 | £117K – legal, democratic and regulatory services, £29K - registration fees |
| Total | 2,507 | 2,005 | 30 | 398 | 74 | |

4.1.10 £2.005 million has been approved. £30,000 has been received as a 50% contribution towards some services areas as WG predict that income might catch up in these areas by 31st March 2021. £398,000 is currently on hold whilst we provide further evidence to WG (mostly £160,000 special school recoupment income and £130,000 for residential care home voids). The quarter 2 projections have excluded the ‘delayed’ or ‘on hold’ loss of income categories as there is no certainty at the time of writing this report in relation to the outcome of these claims. £74,000 has been disallowed – this mainly relates to court cost income that WG have indicated is related to Council Tax income and not eligible from the hardship fund (See 4.3.4).

4.1.11 Cabinet has also committed £306,000 from the COVID Recovery fund to support the free car parking offer for Town Centres, a phased rental income increase for its own premises, waived sports fees for the current season and wider economic resilience schemes. These have been built into the quarter 2 projections.

4.1.12 In addition to lost income from service provision, the Council is also likely to see a reduction in council tax income over the 2020-21 financial year as more people 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 the council tax income collection rate could result in an

additional pressure to the Council of around £1 million. Given the range of measures put in place to support council tax payers, it is too early to provide a realistic indication of projected council tax for this financial year, but it will be monitored continuously throughout the year and reported accordingly. Whilst no funding has been identified by WG for reduced council tax income, WG are monitoring this across all Welsh Local Authorities.

- 4.1.13 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 support, and the additional cost of this could be between £500,000 to £1 million over the 2020-21 financial year. Funding has been received from WG for the first quarter of 2020-21 (£133,000) and there is ongoing commitment from WG to support this area. However, it is difficult to predict the full year impact as we have yet to see the impact of the end of the furlough scheme/newly unemployed and a likely increase in the number of benefits claimants, but the cost will at least be partly mitigated.

Budget virements/technical adjustments

- 4.1.14 There have been a number of budget virements and technical adjustments between budgets since the MTFS was approved by Council in February 2020. The budget position is reported on the assumption that these virements will be approved. The main virements and technical adjustments are outlined below:

Budget Virements

| Service vired from / to | Amount |
|--|---------------|
| One-off contribution from Public Realm Fund (Communities Directorate) to fund in-year COVID-19 Recovery Fund (see paragraph 4.1.5). | £500,000 |
| One-off contribution from Corporate Contingency to fund the shortfall on the Home to School Transport savings within the Education and Family Support Directorate (see paragraph 4.1.22) | £344,000 |

Technical Adjustments

| Service vired from / to | Amount |
|--|---------------|
| Transfer of inflationary uplifts not confirmed when the MTFS is agreed that are held centrally until evidence of the uplift is provided by the service areas | £281,305 |
| Transfer of National Living Wage uplifts on commissioned contracts within Social Services and Wellbeing. This was an agreed Budget Pressure when the MTFS was approved but had been held centrally until evidence of the uplift was provided by the service areas. | £1,037,157 |
| Transfer of Real Living Wage uplifts to School Budgets that were held centrally until evidence of the uplift was provided. | £75,541 |
| Transfer of prudential borrowing from centrally held funding to corporate landlord – borrowing costs for buildings managed by the corporate landlord service. | £80,000 |

Pay/Price Inflation

- 4.1.15 When the budget for 2020-21 was set, directorates were provided with funding for known pay and price inflation. The remaining provision was retained centrally within Council wide budgets, to be allocated as further information was known about specific contractual price increases e.g. for energy. The technical adjustments table above presents the start of the release of these budgets as and when evidence is provided by the service areas.
- 4.1.16 Inflationary pressures include those arising from specific contractual commitments and significant increases in staffing costs arising not only from the above inflation increases in the national living wage, and the recent implementation of the real living wage by the Council, but also the recently agreed pay award of 2.75% for National Joint Council (NJC) workers. An estimated £2.6 million is due to be transferred shortly from centrally held budgets to individual directorates/schools to reflect the uplift required for the NJC award.
- 4.1.17 In addition, consultation has recently ended on the teachers' pay award and the estimated impact of the outcome of this is a further £1.2 million transfer from centrally held budgets to schools.
- 4.1.18 The specific amounts transferred for the NJC award and teachers' pay award will be reported in the Quarter 3 Revenue Forecast to Cabinet in January 2021.
- 4.1.19 Inflation rates have fluctuated since the budget was set (CPI was 1.7% in February 2020 and had reduced to 0.2% by August 2020). With the uncertainty around Brexit and COVID-19, and the possible economic fallout arising from these, the budget will need to be monitored closely during the remainder of the year.

Budget Reduction Proposals

- 4.1.20 The net budget for the financial year has been set assuming full implementation of the current year budget reduction requirements across the Council's budget, which amount to £2.413 million. Where proposals to meet this requirement have been delayed or are not achievable directorates have been tasked with identifying alternative proposals to meet their requirements such as vacancy management, or bringing forward alternative budget reduction proposals.
- 4.1.21 In February 2020 Council approved the Medium Term Financial Strategy for 2020-21 to 2023-24. This identified the need to develop recurrent budget reduction proposals, based on the most likely scenario, amounting to £29.293 million over the next four years. Against that background it is essential that expenditure is kept within the overall approved budget and that longer term proposals continue to be developed so that the Council has as much flexibility as possible to meet the challenges which lie ahead.
- 4.1.22 On 15th September 2020 Cabinet considered the outcome of the consultation exercise regarding proposed changes to the local authority's Learner Travel Policy. It was resolved to defer the decision to amend the Local Authority's Learner Travel Policy until after the review of the current statutory distances by Welsh Government

in March 2021. For 2020-21 the overall shortfall of £344,000 on the Home to School Transport savings will need to be funded from the Council's contingency budget. For future financial years the Education and Family Support Directorate will be required to submit a budget pressure as part of the 2021-22 MTFs process to cover this shortfall along with the additional pressure on the Home to School Transport budget as set out in section 4.3.1.

4.1.23 At year end consideration will be given to requests from directors to carry forward any planned directorate under spends for specific purposes into the following year, in line with the Council's Reserves and Balances Protocol, as long as these can be met from within the Council's cash limited budget for 2020-21. This is in line with the reports to Cabinet and Council on the MTFs, and the Council's Financial Procedure Rules. Similarly, consideration will be given to any budget over spends to determine how these will be funded, including whether or not they can be met from the Covid earmarked reserve, or whether these should be carried forward as a first call on the directorate budget for the following year. Finally, outstanding prudential borrowing will be repaid, where possible, to reduce future capital financing charges. However, a decision will not be made until towards the end of the financial year when the overall outturn position is more definite.

4.2 Monitoring of Budget Reduction Proposals

Prior Year Budget Reductions

4.2.1 A report was presented to Cabinet on 30th June 2020 on Revenue Budget Outturn 2019-20. In the report it was highlighted that, for 2017-18 to 2018-19, there were £2.342 million of budget reduction proposals that were not met in full, with a total outstanding balance to be met of £459,000. In addition, of the 2019-20 budget reduction proposals of £7.621 million, it was reported that there was a total outstanding balance to be met of £806,000. Directors have been asked to identify if any of these proposals are still not likely to be achieved in full during the 2020-21 financial year, and to identify mitigating actions that will be undertaken to achieve them. A summary of the latest position is attached as Appendix 1 with a summary per directorate provided in Table 4.

Table 4 – Outstanding Prior Year Budget Reductions

| | Total Budget Reductions Required | Total Budget Reductions Likely to be Achieved | Shortfall |
|---|---|--|------------------|
| DIRECTORATE /BUDGET REDUCTION AREA | £'000 | £'000 | £'000 |
| Education and Family Support | 269 | 0 | 269 |
| Social Services and Wellbeing | 452 | 452 | 0 |
| Communities | 1,750 | 1,310 | 440 |
| Chief Executive's | 30 | 30 | 0 |
| TOTAL | 2,501 | 1,792 | 709 |

4.2.2 Table 4 shows that of the £2.501 million outstanding prior year reductions, £1.792 million is likely to be achieved in 2020-21 leaving a shortfall of £709,000. Proposals still not likely to be achieved include:

- Learner Transport Policy and Transport Route efficiencies (£194,000) and Review of Special Schools Home to School Transport (£75,000). As noted in paragraph 4.1.22, the shortfall will need to be funded from the Council's contingency budget in 2020-21.
- Permitting Scheme for Road Works (£100,000) due to delays in approval process with Welsh Government.
- Reductions to the budget for the MREC (£1.3 million). As reported to Cabinet on 21st July 2020 the shortfall will be funded from the Council's contingency budget in 2020-21, and for future years the Communities Directorate will be required to submit a budget pressure request as part of the 2021-22 MTFS process.

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"*. An MTFS Budget Reduction Contingency reserve 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. During the financial year, the Section 151 Officer will consider applications from Directorates to the MTFS Budget Reduction Contingency reserve to mitigate some of the shortfalls.

Budget Reductions 2020-21

4.2.4 The budget approved for 2020-21 included budget reduction proposals totalling £2.413 million, which is broken down in Appendix 2 and summarised in Table 5 below. The current position is a projected shortfall on the savings target of £451,000, or 18.6% of the overall reduction target.

Table 5 – Monitoring of Budget Reductions 2020-21

| | Total Budget Reductions Required | Total Budget Reductions Likely to be Achieved | Shortfall |
|---|---|--|------------------|
| DIRECTORATE /BUDGET REDUCTION AREA | £'000 | £'000 | £'000 |
| Education and Family Support | 239 | 139 | 100 |
| Schools | 0 | 0 | 0 |
| Social Services and Wellbeing | 820 | 537 | 283 |
| Communities | 646 | 578 | 68 |
| Chief Executive's | 508 | 508 | 0 |
| Council Wide Budgets | 200 | 200 | 0 |
| TOTAL | 2,413 | 1,962 | 451 |

4.2.5 The most significant budget reduction proposals unlikely to be achieved in full include:

- EFS1 - Phased Implementation of Learner Transport Policy (£75,000). As noted in paragraph 4.1.22, the shortfall will be funded from the Council's contingency budget in 2020-21.
- SSW20 – Further savings from leisure centres and swimming pools (£70,000)
- SSW27 – Increase income generation from mobile response and telecare charging (£75,000)
- SSW29 – Further review of staffing structures across Adults' and Children's Services (£175,000)

4.2.6 Appendix 2 identifies the projected amount of saving against these proposals in detail and action to be taken by the directorate to mitigate the shortfall. Directors continue to work with their staff to deliver their proposals or alternatives and this is reflected in the forecast outturn for the year. During the financial year the Section 151 Officer will also consider applications from directorates to the MTFs Budget Reduction Contingency reserve to mitigate some of the shortfalls.

4.2.7 In the longer term, these proposals must be realised or must be met through alternative budget reduction proposals in order to deliver a balanced budget position. These will continue to be closely monitored and further draw down from the MTFs Budget Reduction Contingency reserve will be made as part of the overall review of earmarked reserves during quarter 3.

4.3 Commentary on the financial position at 30th September 2020

Financial position at 30th September 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. The main impact of COVID-19 on the budget, if we assumed that no further funding was forthcoming from WG, is summarised in Table 6 below. This outlines the areas where there would be over spends as a result of the pandemic, alongside areas where we would make savings from reduced provision of services. If funding was received for all our additional cost pressures, the net position could improve by £2.7 million:-

Table 6 – Net impact of COVID-19 on the financial position at 30th September 2020

| Directorate | Covid Related Over spends £'000 | Covid Related Under spends £'000 | Net Over spend £'000 | Comments |
|-------------------------------|---------------------------------|----------------------------------|----------------------|---|
| Education and Family Support | 1,020 | -337 | 683 | Net loss on the provision of school meals and shortfall in special school recoupment income, offset by reduced payments to bus contractors. |
| Social Services and Wellbeing | 170 | 0 | 170 | Level of voids in Local Authority Residential Care Settings. |
| Communities | 125 | -262 | (137) | Reduced income from car parks and civil parking enforcement, and costs of providing rent free holidays, offset by net reduction in seasonal staff costs for parks and playing fields. |
| Chief Executive's | 1,442 | 0 | 1,442 | Additional costs of facilities for homeless plus lower income from registrars, licensing and public health. |
| Total | 2,757 | -599 | 2,158 | |

4.3.1 **Education and Family Support Directorate**

The net budget for the Directorate for 2020-21 is £120.968 million. Current projections indicate an over spend of £1.494 million at year end. COVID-19 expenditure and loss of income included in this projection amount to £1.020 million - if these were to be successfully claimed from WG, the projection would improve to an over spend of £474,000. The main variances are:

| EDUCATION & FAMILY SUPPORT DIRECTORATE | Net Budget | Projected Outturn | Projected Variance Over/(under) budget | % Variance | Over/ (under) specifically COVID-19 related |
|---|-------------------|--------------------------|---|-------------------|--|
| | £'000 | £'000 | £'000 | | £'000 |
| Inclusion | 2,314 | 2,832 | 518 | 22.4% | 160 |
| Home to School Transport | 5,509 | 5,948 | 439 | 7.97% | (337) |
| Catering Services | 896 | 1756 | 860 | 96.0% | 860 |
| Integrated Working and Family Support | 1,472 | 1,378 | (94) | -6.4% | - |
| Health & Safety | 379 | 313 | (66) | -17.4% | - |
| Youth Justice Service | 350 | 300 | (50) | -14.3% | - |

Schools' Delegated Budgets

Total funding delegated to schools in 2020-21 is £99.686 million.

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

At the start of 2020-21, projections indicated an overall deficit balance for school delegated budgets of £1.146 million at year end. At quarter 2 this has improved to a projected deficit of £848,700. There are 25 primary schools, 4 secondary schools and 1 special school (51% of all schools) projecting a deficit balance at year end.

Central Education and Family Support Budgets

Inclusion

- There is a projected over spend of £518,000 for Inclusion which primarily relates to the shortfall in recoupment income for other Local Authority (LA) placements at Heronsbridge School and Ysgol Bryn Castell. £160,000 has been included in our claim to WG for 'loss of income' for the first quarter of 2020-21 which is currently on hold, hence the income has not been included in the above projection. If the claim is successful the projected over spend will reduce accordingly. The balance of the projected over spend is due to a reduction in the number of other LA pupils in Bridgend schools from 20 in the summer term 2020 compared with 13 currently projected for the Autumn term. It should be noted that some places can result in income in excess of £100,000.

Home to School Transport (HTST)

- There is a projected over spend on Home to School Transport of £439,000 in 2020-21. Whilst the schools were closed for the majority of the first quarter of 2020-21 due to COVID-19, the Minister for Economy, Transport and North

Wales recommended that local authorities continue to pay a minimum of 75% of the contract value for school and other contracted local passenger services in order for them to remain viable whilst longer-term measures were developed. It is estimated that £337,000 was saved during this period. However, at quarter 2 the projections still indicate a projected overspend of £439,000 illustrating the significant ongoing pressure on the Home to School Transport budget.

- In September 2015, Cabinet agreed changes to the local authority's Home to School/College Transport Policy in order to meet MTFS savings identified from 2016-17 to 2019-20. The policy change was implemented in September 2016 and Cabinet resolved to protect the entitlement of all pupils currently benefitting from home to school transport at the former distances until they moved schools or moved from one phase of education to another. Furthermore protection was provided for siblings of children already in receipt at the former distances, where they too would benefit from free transport at the same distance. Parents who were aggrieved that their child was at detriment in comparison with their peers challenged the safety of walked routes to schools. Therefore, the local authority agreed in August 2017 to progress the formal assessments of walking routes to schools. It was then proposed to seek the views of the public on a number of policy proposals, not least the implementation of available walked route assessments. In July 2019, Cabinet agreed to undertake a full 12-week public consultation on a new set of proposals that would provide sufficient savings to support the MTFS.
- On 15 September 2020 Cabinet were updated on the outcomes of the consultation exercise and resolved to defer the decision to amend the Local Authority's Learner Travel Policy until after the review of the current statutory distances by Welsh Government in March 2021. It is unlikely that any change to the statutory distances by Welsh Government will follow until 2022 at the earliest and therefore even if the statutory distances reduce as a result of this review, the RSG would unlikely reflect this until 2022-23 at the earliest. In the meantime there are ongoing historic pressures associated with budget reductions that have not been supported by a policy change of £269,000 and an in year MTFS savings target of £75,000 which remains undeliverable. As noted in paragraph 4.1.22, for 2020-21 the overall shortfall of £344,000 on the HTST savings will be funded from the Council's contingency budget.
- By combining the £337,000 in-year saving, the £344,000 funding from the Council's contingency budget and the projected overspend of £439,000, the underlying budget pressure on the HTST budget amounts to £1.120 million.

Catering Services

- The projected over spend of £860,000 has primarily arisen as a result of the COVID-19 pandemic. The projection includes the claim for provision of free school meals (FSM) of £617,000 that is currently on-hold by WG until further supporting evidence is received and therefore not included in our projections (see Table 2).
- The remaining over spend relates to an early projection on a reduction in forecast levels of school meal income due to reduced take up of schools meals since the return to school in September. It is anticipated that claims for shortfalls in school meal income will be included in our future claims to WG, however the income is not assumed in our current projections. The impact of reduced take up will require close monitoring for the remainder of 2020-21.

Integrated Working and Family Support

- The projected under spend of £94,000 relates primarily to staff vacancies within the service and maximising grant income. The vacant posts are expected to be filled during the year and this is built into the current projection.

Health & Safety

- The projected under spend of £66,000 relates to staff vacancies within the service. The vacant posts are expected to be filled during the year and this is built into the current projection.

Youth Justice Service

- There is a projected under spend of £50,000 within the Youth Offending Service. This is primarily due to current staff vacancies within the service. A planned re-structure this calendar year will result in the full budget being committed moving forward.

4.3.2 Social Services and Wellbeing Directorate

The Directorate's net budget for 2020-21 is £72.111 million. Current projections indicate an over spend of £420,000 at year end. Loss of income included in this projection amounts to £170,000 – if these were successfully claimed from WG, the projection would improve to an over spend of £250,000. The main variances are:

| SOCIAL SERVICES AND WELLBEING DIRECTORATE | Net Budget | Projected Outturn | Projected Variance Over/(under) budget | % Variance | Over/ (under) specifically COVID-19 related |
|--|-------------------|--------------------------|---|-------------------|--|
| | £'000 | £'000 | £'000 | | £'000 |
| Adult Social Care | 47,977 | 48,499 | 522 | 1.1% | 170 |
| Prevention and Wellbeing | 5,180 | 5,151 | (29) | -0.6% | - |
| Childrens Social Care | 18,954 | 18,881 | (73) | -0.4% | - |

Adult Social Care

There is a projected over spend of £522,000 on the Adult Social Care budget. The main areas contributing to this over spend are:-

- Residential Care – there is projected over spend of £530,000 due to increased placement costs and reduction in personal contributions. £130,000 has been included in the claim to WG for 'loss of income' for the first quarter of 2020-21, and a further £40,000 is estimated for the quarter 2 claim.
- Care at Home for Older People – this includes domiciliary care services, local authority homecare services and the provision of direct payments. The under spend of £271,000 is a combination of an over spend on the Direct Payments budget (£227,000) due to an increase in the number of cases, offset by an under spend on the homecare budget primarily due to staffing vacancies and delays implementing a reorganisation due to Covid-19.
- Physical Disability/Sensory Impairment - there is a projected under spend of £108,000 which due to a combination of an under spend on the Residential Care budget (£146,000) due to increases in client contributions and a reduction

in placements, and an under spend due to staff vacancies on Assessment & Care Management (£30,000), offsetting an over spend on Care at Home (£76,000) - mainly due to an increase in Direct Payment costs.

- Mental Health – there is a projected over spend of £251,000. This is mainly due to increased homecare costs due to additional placements relating to independent domiciliary care and high cost supported living placements.
- Management and Central Services – there is a projected over spend of £107,000 primarily due to the delay in the implementation of the staffing MTFs proposal linked to staffing structures across Adults' and Children's services.

Prevention and Wellbeing

- The projected outturn for Prevention and Wellbeing has improved from quarter 1, from an over spend of £982,000 to an under spend of £29,000. The Council has received WG funding to compensate for the quarter 1 loss of income (£153,000), however there is deficit for the remainder of 2020-21 due to COVID-19. If no further funding is received from WG towards the net loss of running the leisure services for the remainder of 2020-2, a contribution will be made from the Public Realm budget within the Communities Directorate towards this (see section 4.3.3). At quarter 1, the full net loss for running the leisure services was included within the Social Services and Wellbeing projections.

Childrens Social Care

There is a projected net under spend of £73,000 on Children's Social Care. The main areas contributing to this under spend are:-

- The Looked After Children (LAC) budget is projected to over spend by £79,000. Average LAC numbers were 376 in 2018-19, 384 in 2019-20 and are currently 395. However, the average number of children in independent residential placements has reduced from an average of 9 placements in 2019-20 to 5 at quarter 2. Some individual placements can cost around £300,000 per annum, therefore the reduction in numbers has seen a positive impact on the projected year end position. Number can fluctuate month to month so will require close ongoing monitoring for the remainder of the financial year.
- Family Support Services is projected to over spend by £131,000 primarily due to the increased demand for Direct Payments (DP). There are currently 112 Direct Payment clients compared with 114 at the end of 2019-20 however the projected overspend is primarily because of increased costs due to complexity of cases.
- The above over spends have been offset by a projected under spend of £220,000 on staffing vacancies within Commissioning and Social work due to a challenging recruitment environment and maximising grant income to offset staffing costs.

4.3.3 Communities Directorate

The net budget for the Directorate for 2020-21 is £27.810 million. The current projection is an anticipated over spend of £456,000. Loss of income included in this projection amounts to £125,000 - if this were successfully claimed from WG, the projection would improve to an under spend of £331,000. The main variances are:

| COMMUNITIES DIRECTORATE | Net Budget | Projected Outturn | Projected Variance Over/(under) budget | % Variance | Over/ (under) specifically COVID-19 related |
|--------------------------------|-------------------|--------------------------|---|-------------------|--|
| | £'000 | £'000 | £'000 | | £'000 |
| Parks & Open Spaces | 2,228 | 1,966 | (262) | -11.8% | (262) |
| Parking Services | -296 | 2 | 298 | -100.7% | 50 |
| Corporate Landlord | 2,863 | 3,352 | 489 | 17.1% | 75 |

Parks and Open Spaces

- There is a projected under spend of £262,000 on the parks and open spaces budget. This is primarily due to a reduction in the use of seasonal staff due directly to COVID-19.

Parking Services

- There is a projected over spend on the parking services budget of £298,000. This is an improved position compared with the projection at quarter 1 of £355,000, due to the successful claims from WG for 'loss of income' for the first quarter of 2020-21 (Table 3) and funding confirmed from the COVID recovery fund as noted in 4.1.11. However, the shortfall still appears to be significant as it was hoped that by quarter 2 more staff would have returned to work in council offices and lockdown would have been completely lifted encouraging more footfall in the town centres. The ongoing restrictions have placed additional pressures in this service area. There are also reduced levels of civil enforcement income.

Corporate Landlord

- There is a projected over spend on the corporate landlord budget of £489,000. Again, this is despite successful claims to Welsh Government of £160,000 (Table 3) and support from the COVID Recovery Fund towards rental holidays (See 4.1.11). It is anticipated that a further £75,000 will be claimed from WG but this has not been built into the projections.
- There are other shortfalls in income generated from properties run by the Council that are not necessarily COVID-19 related, but relate to occupancy shortfall. These include:-
 - Science Park £28,000
 - Watersports Centre £15,000
 - Bridgend Market £60,000
 - Maesteg Market £24,000
 - Village Farm £28,000

- The balance of the shortfall in Corporate Landlord is primarily due to a reduction in productivity levels in the Facilities Management team in the first quarter of 2020-21, due to social distancing requirements in the workplace, and staff being re-deployed to support COVID-19 related activities – e.g supporting FSM deliveries.

Public Realm Infrastructure

- Council approved a £2 million public realm budget pressure for 2020-21 as part of the MTFs in February 2020. At quarter 1 there was a projected under spend of £1.716 million against this budget heading. As reported in para 4.1.5 CCMB agreed to establish a COVID-19 Recovery Panel with £500,000 being utilised as a one-off from the Public Realm fund. In addition, unless further funding is received from WG towards the net loss of running the leisure services due to COVID-19, the Public Realm budget will be used to contribute towards this. CCMB have also approved a list of schemes to be funded from this budget in 2020-21, hence a break even position is projected at quarter 2.

4.3.4 Chief Executive's

The net budget for the Directorate for 2020-21 is £18.228 million. Current projections anticipate an over spend against this budget of £1.118 million. COVID expenditure and loss of income included in this projection amount to £1.442 million - if these were to be successfully claimed from WG then the projection would improve to an under spend of £324,000. The main variances are:

| CHIEF EXECUTIVE'S | Net Budget £'000 | Projected Outturn £'000 | Projected Variance Over/(under) budget £'000 | % Variance | Over/ (under) specifically COVID-19 related £'000 |
|-----------------------------------|---------------------|----------------------------|---|------------|--|
| Housing & Homelessness | 1,126 | 2,316 | 1,190 | 105.7% | 1,225 |
| Finance | 3,579 | 3,575 | (4) | -0.1% | 192 |
| HR and Organisational Development | 1,790 | 1,614 | (176) | -9.8% | - |
| ICT | 3,316 | 3,461 | 145 | 4.4% | - |
| Legal, Democratic & Regulatory | 4,867 | 4,991 | 124 | 2.5% | 217 |
| Customer Services & Engagement | 1,585 | 1,430 | (155) | -9.8% | - |

Housing & Homelessness

- The projected over spend of £1.190 million on Housing & Homelessness is primarily due to the additional costs due to COVID-19 – e.g. provision of facilities to isolate homeless individuals (B&B, hotels etc) and provision of essential supplies. As shown in Table 2, £743,000 has been successfully claimed for COVID-19 homelessness costs incurred to August 2020. The current projection does not include the value of future claims to WG to cover COVID-19 costs for the remainder of 2020-21. The final claim is estimated to be an additional £1.225 million and if the claims are successful, the projections would improve by this amount.

Finance

- Whilst there is only a projected under spend of £4,000 on Finance, included in this projection is a shortfall of £192,000 relating to court cost income. As noted in paragraph 4.1.10, WG have indicated this shortfall is related to the impact on Council Tax income and not eligible to be claimed from the hardship fund. The shortfall has been offset by staffing vacancies across Finance and Housing Benefits.

HR and Organisational Development

- There is a projected under spend of £176,000. This primarily relates to staffing vacancies (£115,000) which HR are actively recruiting to fill, or have already filled. In addition, whilst Council approved a £200,000 Council Wide Apprenticeship Programme budget pressure for 2020-21 as part of the MTFs in February 2020, the pandemic has impacted on the ability to appoint to the apprenticeship posts resulting in a projected £57,000 under spend.

ICT

- The projected over spend of £145,000 is primarily due to a shortfall in re-charge income due to reduced ICT day to day activities, such as printing, as there are more staff working from home as a result of the pandemic whilst the fixed costs remain the same – e.g long term lease costs.

Legal, Democratic & Regulatory

- There is a projected over spend of £124,000. This is primarily due to lower than forecast levels of income received for registrars, land charges, licencing fees and public health fees - £217,000. £68,000 has been included in our claim to WG for 'loss of income' for the first quarter of 2020-21 and is currently on hold so has not been included in the quarter 2 projections. The balance for anticipated loss of income (£149,000) for the remaining quarters of 2020-21 will be included in our future claims to WG. These shortfalls in income have been offset by staff vacancies.

Customer Services & Engagement

- The projected under spend of £155,000 is predominantly in customer services and is due to staff vacancies, changes in staffing hours, staff opting out of pension and annual leave purchases. Various recruitment activities have been actioned in order to fill vacant posts but appointments have been affected by COVID-19.

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 budget for 2020-21 is £47.268 million. The projected outturn is £43.749 million, resulting in a projected under spend of £3.519 million. The main variances are detailed below:

| COUNCIL WIDE BUDGETS | Net Budget | Projected Outturn | Projected Variance Over/(under) budget | % Variance | Over/ (under) specifically COVID -19 related |
|-----------------------------|-------------------|--------------------------|---|-------------------|---|
| | £'000 | £'000 | £'000 | | £'000 |
| Capital Financing | 7,329 | 7,129 | (200) | -2.73% | - |
| Other Corporate Budgets | 13,917 | 10,651 | (3,266) | -23.5% | - |

Capital Financing

- There is a projected under spend of £200,000 on interest paid/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.

Other Corporate Budgets

- Other corporate budgets includes funding for pay, price and pensions increases along with funding to deal with unexpected costs unforeseen when the budget was set. When the MTFs was approved in February 2020, the pay increases for NJC employees and teacher had not been finalised, but a claim for NJC staff had been submitted for an increase of 10% and whilst provision was made in the budget based on previous years' increases, an element of contingency was built in given that. Even a variance of 1% on the pay settlement for NJC staff alone can result in a swing of required funding of over £1 million per annum.
- In addition, inflation rates have fluctuated since the budget was set (CPI was 1.7% in February 2020 and had reduced to 0.2% by August 2020). The majority of the budget estimated for price inflation is retained centrally within Council wide budgets and allocated to directorates/schools as further information is known about specific contractual price increases e.g. for energy. Therefore, part of the under spend relates to the movement on inflation rates since budget setting, and the reduced requirement to allocate budget to service areas in-year.
- It is anticipated that when the detailed review of earmarked reserves is undertaken in the next quarter, that £700,000 of this under spend will be utilised to establish an earmarked reserve to meet the one-off pressures that have been identified for the 2021-22 financial year. In addition, based on the latest information available and the level of increase in recently agreed pay awards and the national living wage, it is likely that the provision currently set aside in the MTFs for 2021-22 will need to be supplemented by any funding not committed from the Council wide budgets this financial year.
- The decision to utilise the Corporate contingency reserve to fund the HTST and MREC budget pressures on a one-off basis has resulted in this budget being fully allocated for 2020-21 financial year.
- Given the uncertainty of Brexit and Covid-19 at this point in the financial year, it is prudent to assume that all other Council wide budgets will be fully spent by the year end.

Council Tax Reduction Scheme

- There is currently a projected break even position on the Council Tax Reduction Scheme based on spend to date, funding from WG for quarter 1 of £133,000 and comparison against 2019-20 outturn. This is a demand led budget and take-up is difficult to predict. As noted in paragraph 4.1.13, the Covid pandemic has resulted in a significant increase in claims for universal credit, with a subsequent increase in eligibility for the council tax reduction scheme. The final additional cost of this is difficult to predict as we have yet to see the impact of

the end of the furlough scheme/newly unemployed and a likely increase in the benefits claimants. This budget will require close monitoring during 2020-21.

4.4 Review of 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. At quarter 2 a review of the particular pressures that were to be covered by earmarked reserves was undertaken and Directorates have drawn down funding.

4.4.2 There have been net additions of £850,000, the cumulative draw down by directorates is £681,000 and £350,000 has been unwound, as shown in Table 7 below.

Table 7 – Usable Earmarked Reserves (Excluding Council Fund) – Quarter 2

| Opening Balance 01-Apr-20 | Reserve | Net Additions/Re classification | Draw-down | Unwound | Closing Balance 30-Sep-20 |
|------------------------------|---|---------------------------------|------------|------------|------------------------------|
| £'000 | | £'000 | £'000 | £'000 | £'000 |
| | Corporate Reserves: | | | | |
| (9,555) | Education & Family Support | (650) | - | - | (10,205) |
| (410) | Social Services & Wellbeing | - | 35 | - | (375) |
| (11,289) | Communities | - | 48 | - | (11,241) |
| (8,031) | Chief Executives | 300 | 224 | - | (7,507) |
| (14,004) | Non-Directorate | (500) | - | - | (14,504) |
| (43,289) | Total Corporate Reserves | (850) | 307 | - | (43,832) |
| | Directorate Earmarked Reserves: | | | | |
| (289) | Education & Family Support | - | - | - | (289) |
| (2,027) | Social Services & Wellbeing | - | 115 | 350 | (1,562) |
| (4,991) | Communities | - | - | - | (4,991) |
| (824) | Chief Executives | - | 98 | - | (726) |
| (8,131) | Total Directorate Reserves | - | 213 | 350 | (7,568) |
| | Equalisation & Grant Earmarked Reserves: | | | | |
| (961) | Education & Family Support | - | 143 | - | (818) |
| (65) | Social Services & Wellbeing | - | - | - | (65) |
| (1,902) | Communities | - | - | - | (1,902) |
| (767) | Chief Executives | - | 18 | - | (749) |
| (3,695) | Total Equalisation Reserves | - | 161 | - | (3,534) |
| (108) | School Balances | - | - | - | (108) |
| (55,223) | Total Usable Reserves | (850) | 681 | 350 | (55,042) |

- 4.4.3 The net appropriation to earmarked reserves during Quarter 2 is £500,000 (£850,000 additions offset by £350,000 that have been unwound).
- 4.4.4 The main additions are £350,000 for the Children’s Residential Accommodation Hub and £500,000 for the COVID Recovery Fund (See 4.1.5). The main reserve that was unwound related to Looked After Children which was then used to create the reserve for the Accommodation Hub in its place.
- 4.4.5 A more thorough review will be undertaken at quarter 3 when there is a clearer picture on pressures and projected year end balances.

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 Recommendation

- 9.1 Cabinet is requested to:
- note the projected revenue position for 2020-21
 - recommend that Council approve the virements between £100,000 and £500,000 as outlined in paragraph 4.1.14.

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

Contact Officer: Joanne Norman
Interim Group Manager – Financial Planning and Budget Management

Telephone: 01656 643645

Email: joanne.norman@bridgend.gov.uk

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

Background documents: Individual Directorate Monitoring Reports
MTFS Report to Council – 26 February 2020

PRIOR YEAR BUDGET REDUCTIONS CARRIED FORWARD INTO 2020-21

| Ref. | Budget Reduction Proposal | | Original Reduction and RAG £000 | Revised RAG £000 | Total amount of saving likely to be achieved by 20-21 £000 | Reason why not achievable | Proposed Action in 2020-21 to achieve |
|------|---------------------------|--|---------------------------------|------------------|--|---------------------------|---------------------------------------|
|------|---------------------------|--|---------------------------------|------------------|--|---------------------------|---------------------------------------|

RAG STATUS KEY

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

EDUCATION & FAMILY SUPPORT

| | | | | | | | |
|---|--|--|------------|--|----------|--|---|
| EFS1 (2017-18) | Phased implementation of Learner Transport Policy regarding statutory distances for free travel. | | 20 | | 0 | Shortfall in savings identified to be funded from corporate contingency in 2020-21 with a Budget Pressure to be submitted as part of the 2021-22 MTFS process. | Budget Pressure to be submitted as part of the 2021-22 MTFS process |
| EFS2 (2017-18) | School transport route efficiencies. | | 40 | | 0 | Shortfall in savings identified to be funded from corporate contingency in 2020-21 with a Budget Pressure to be submitted as part of the 2021-22 MTFS process. | Budget Pressure to be submitted as part of the 2021-22 MTFS process |
| EFS1 (2018-19) | Phased implementation of Learner Transport Policy regarding statutory distances for free travel. | | 67 | | 0 | Shortfall in savings identified to be funded from corporate contingency in 2020-21 with a Budget Pressure to be submitted as part of the 2021-22 MTFS process. | Budget Pressure to be submitted as part of the 2021-22 MTFS process |
| EFS27 (2018-19) | Review arrangements for Special Schools Home to School Transport with a view to achieving efficiency savings | | 75 | | 0 | Shortfall in savings identified to be funded from corporate contingency in 2020-21 with a Budget Pressure to be submitted as part of the 2021-22 MTFS process. | Budget Pressure to be submitted as part of the 2021-22 MTFS process |
| EFS 1 (2019-20) | Phased implementation of Learner Transport Policy regarding statutory distances for free travel. | | 67 | | 0 | Shortfall in savings identified to be funded from corporate contingency in 2020-21 with a Budget Pressure to be submitted as part of the 2021-22 MTFS process. | Budget Pressure to be submitted as part of the 2021-22 MTFS process |
| Total Education & Family Support Directorate | | | 269 | | 0 | | |

SOCIAL SERVICES & WELLBEING

| | | | | | | | |
|--|---|--|------------|--|------------|---|---|
| SSW010 (2018-19) | Increase in-house fostering provision | | 392 | | 392 | Savings were staggered over 3 year period. No reason why this saving should not be achieved in full in 2020-21. | Close monitoring of this budget will be required in 2020-21 - it is anticipated that the saving will be achieved in full. |
| SSW22 (2019-20) | 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. | | 60 | | 60 | No reason why this saving should not be achieved in full in 2020-21. | No action required. Full saving should be achieved in 2020-21. |
| Total Social Services & Wellbeing Directorate | | | 452 | | 452 | | |

| Ref. | Budget Reduction Proposal | | Original Reduction and RAG £000 | Revised RAG £000 | Total amount of saving likely to be achieved by 20-21 £000 | Reason why not achievable | Proposed Action in 2020-21 to achieve |
|------|---------------------------|--|---------------------------------|------------------|--|---------------------------|---------------------------------------|
|------|---------------------------|--|---------------------------------|------------------|--|---------------------------|---------------------------------------|

COMMUNITIES

| | | | | | | | |
|--------------------------------------|---|--|--------------|--|--------------|--|--|
| 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. | The Streetworks review is reaching completion and will be submitted to WG for consideration. The responsible highways network budget area is committed to stay within budget irrespective of the delivery of the scheme. |
| COM 4 (2019-20) | Review of School Crossing Patrol service in line with GB standards | | 10 | | 0 | The level of service need is currently in excess of the available budget, hence saving is not likely to be fully achieved in 2020-21. | The provision of the service and the MTFS is predicated on sites meeting certain guidance. Assessment of sites continue to be reviewed in line with the Council protocol and if sites do not meet the criteria they could be considered for dis-establishment. |
| COM 20 (2019-20) | Highways Dept Management Structural Savings Target | | 100 | | 100 | No reason why this saving should not be achieved in full in 2020-21. | No action required. Full saving should be achieved in 2020-21. |
| COM 26 (2019-20) | Investigate the introduction of charging to users of the Shopmobility facility in Bridgend Town Centre to reduce/remove the current level of subsidy | | 5 | | 0 | 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. However, whilst the new charges have been implemented in 2020-21, the lockdown of the town centre early in 2020-21 due to COVID-19 has impacted on the ability to fully achieve the savings proposal. | No further action required as shortfall is COVID-19 related. Close monitoring of the income levels will be required for the remainder of 2020-21. |
| COM 44 (2019-20) | 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. | | 45 | | 45 | Budget re-alignment from Public Realm budget actioned in 2020-21. | No action required. Budget re-alignment actioned in 2020-21. |
| COM 46 (2019-20) | Removal of budget for Subsidised Bus Routes | | 148 | | 148 | No reason why this saving should not be achieved in full in 2020-21. | No action required. Full saving should be achieved in 2020-21. |
| COM 52 (2019-20) | 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 | | 1,300 | | 1,000 | Shortfall in savings identified of £300,000 - funded from corporate contingency in 2020-21 with a Budget Pressure to be submitted as part of the 2021-22 MTFS process. | Budget Pressure to be submitted as part of the 2021-22 MTFS process |
| COM 55 (2019-20) | Increase charge for Green Waste Service from £28.30 per household to £38.30 | | 25 | | 0 | Whilst the new charges have been implemented, closure of the green waste processing facility and hence cessation of the green waste service for the first part of 2020-21 due to COVID-19 has impacted on the ability to fully achieve the savings proposal | No further action required as shortfall is COVID-19 related. Close monitoring of the income levels will be required for the remainder of 20-21. |
| COM 59 (2019-20) | Reduction to the opening hours of the Community Recycling Centres by 1 hour, per day. | | 17 | | 17 | No reason why this saving should not be achieved in full in 2020-21. | No action required. Full saving should be achieved in 2020-21. |
| Total Communities Directorate | | | 1,750 | | 1,310 | | |

CHIEF EXECUTIVE'S

| | | | | | | | |
|--|--|--|-----------|--|-----------|--|--|
| CEX10 (2019-20) | Review CCTV function with aim to create efficiencies | | 30 | | 30 | No reason why this saving should not be achieved in full in 2020-21. | No action required. Full saving should be achieved in 2020-21. |
| Total Chief Executive's Directorate | | | 30 | | 30 | | |

| | | | | | | | |
|---|--|--|--------------|--|--------------|--|--|
| GRAND TOTAL OUTSTANDING REDUCTIONS | | | 2,501 | | 1,792 | | |
| REDUCTIONS SHORTFALL | | | | | 709 | | |

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|------|---------------------------|--|------------------------|---|--|
|------|---------------------------|--|------------------------|---|--|

EDUCATION & FAMILY SUPPORT
CENTRAL EDUCATION & FAMILY SUPPORT

| | | | | | |
|---|---|---|------------|------------|--|
| EFS1 | Phased implementation of Learner Transport Policy regarding statutory distances for free travel | <ul style="list-style-type: none"> Savings should occur naturally as a result of the policy application year on year, however dispersed learners and contractual pressure from operators as routes become more untenable may mean it becomes increasingly difficult to find the identified savings. Risk of price increases from Contractors. | 75 | 0 | On 15 September 2020 Cabinet resolved to defer the decision to amend the Local Authority's Learner Travel Policy until after the review of the current statutory distances by Welsh Government in March 2021. It is unlikely that any change to the statutory distances by Welsh Government will follow until 2022 at the earliest and therefore even if the statutory distances reduce as a result of this review, the RSG would unlikely reflect this until 2022/23 at the earliest. The shortfall in savings identified to be funded from corporate contingency in 2020-21 with a Budget Pressures to be submitted as part of the 2021-22 MTFS process. |
| EFS44 | Review of Childcare Team | Review existing staffing structure within the Childcare Team with a view to moving core funded staff to grant, where this option is eligible under grant conditions. In addition a review of the service demand placed on the Development Officers in supporting the private nursery settings throughout the county borough, ensuring a streamlined service that meets minimum statutory requirements. There are however, significant risks in making further reductions in this budget line (RSG) given Welsh Government's policy linked with both the national statutory Childcare Offer and Child Sufficiency requirements. In addition, this budget line has been reduced in previous years and existing demand (to fund placements) is exceeding budget. | 10 | 10 | Full saving should be achieved in 2020-21. |
| EFS48 | Efficiency saving targeting supplies and services budgets across the Education and Family Support Directorate | Limited impact as review has identified small historic underspends against this budget category. | 87 | 87 | Full saving should be achieved in 2020-21. |
| EFS54 | Further reduction to contribution to the Central South Consortium (CSC) | This would need to be agreed with other partners within the Consortium. | 17 | 17 | Full saving should be achieved in 2020-21. |
| EFS57 | Further review of staffing structures across the Education and Family Support Directorate | Potential delays in service delivery. | 50 | 25 | Delays to implementation of restructure due to COVID-19. |
| Total Education and Family Support | | | 239 | 139 | |

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|------|---------------------------|--|------------------------|---|--|
|------|---------------------------|--|------------------------|---|--|

SOCIAL SERVICES & WELLBEING

| | | | | | |
|-------|---|---|-----|-----|--|
| SSW19 | Further review of HALO partnership contract, including the Council taking over the management and payment of utility bills currently incurred by HALO. This will result in VAT efficiencies for HALO and contribute towards the reduction in the management fee | Previous negotiations have proved successful. No adverse impact identified. | 40 | 0 | Ongoing detailed discussions and seeking advice from VAT consultants. Underspends held across the service area to mitigate the shortfall in the short term. |
| SSW20 | Identify further savings from leisure centres and swimming pools including reviewing the number of facilities and also reductions in services or opening hours. | Reduced availability of services and accessibility to the public. Negative impact on healthier wales wellbeing goals. | 70 | 0 | COVID-19 has impacted on the delivery of this saving in 2020-21. Underspends being held across the service area to mitigate the shortfall in the short term. |
| 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. | 20 | 20 | Full saving should be achieved in 2020-21. |
| SSW26 | Remodelling day service provision for older people and learning disability services | Full review of services which could mean alternative methods of service delivery | 90 | 90 | Full saving should be achieved in 2020-21. |
| SSW27 | Increase income generation from mobile response and telecare charging | Limited impact on current services but would require commercial expertise to assist with the proposal | 75 | 0 | Commercial expertise involvement required to progress this proposal. Savings likely to be achieved will not be known until review has been completed. |
| SSW28 | Increase non-residential charging limits from £90 to £100 per week. This is totally reliant on Welsh Government changing the limits within their non-residential charging policy in 2020/21 | Limited impact on services | 200 | 200 | Full saving should be achieved in 2020-21 as charging policy has been amended by Welsh Government. |

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|--|---|---|------------------------|---|---|
| SSW29 | Further review of staffing structures across Adults and Children Services including:- <ul style="list-style-type: none"> • The management structures in the direct provider services as well as reviewing the demands on the service and the direct care hours needed to meet those demands. • The overall management structure across Adults, Children and Wellbeing services • The service will be reviewing its overall professional staff to ensure the levels of the staff meet current demands whilst being aware that the service need to ensure that the caseloads of qualified staff are in line with acceptable standard because if they are not it would impact on practice and performance and increase risk in the service as well as impacting on recruitment and retention and the Authority's ability to attract suitably experienced and qualified staff . | This will mean reducing staff numbers, which will incur redundancy costs. There will also be reduced capacity within teams across the directorate | 175 | 77 | Shortfall due to timing of implementation of restructures. Close scrutiny of staff vacancy management will support the current shortfall. |
| SSW30 | Further review of care packages linked to the assessment framework to include consideration of transport | It is envisaged that the number of care hours will reduce for service users across the directorate | 150 | 150 | Full saving should be achieved in 2020-21. |
| Total Social Services & Wellbeing Directorate | | | 820 | 537 | |

COMMUNITIES

| | | | | | |
|-------|--|--|----|---|--|
| COM26 | Investigate the introduction of charging to users of the Shopmobility facility in Bridgend Town Centre to reduce/remove the current level of subsidy otherwise closure of the facility will be necessary | The popularity of the service is generally declining with a significantly reduced number of users. Changes in technology have meant that lightweight, affordable scooters have now greatly increased in private ownership, compared to when the facility was introduced. The provision is non statutory and not one provided in other town centres in the County Borough or in many town centres of neighbouring authorities. On this basis in order to make the service viable it is proposed to introduce charging but if this does not present a realistic option to make the full required saving closure of the facility would be necessary. There is a risk that some members of the community with mobility issues may struggle to pay the necessary charges and therefore maybe unable to gain access to the town centre. It is proposed to engage with users of the facility to inform the way forward. | 18 | 0 | 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. However, whilst the new charges have been implemented in 2020-21, the lockdown of the town centre early in 2020-21 due to COVID-19 has impacted on the ability to fully achieve the savings proposal. |
|-------|--|--|----|---|--|

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|-------|--|---|------------------------|---|---|
| COM42 | Review of parks and playing fields service split over two financial years - 19/20 and 20/21:- 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 both 2019-20 and 2020-21 will mean that there are reduced levels of maintenance and slower reaction times which will mean a degradation over time which will result in higher future capital costs i.e. maintenance of remaining pavilions. | 69 | 69 | Full saving should be achieved in 2020-21. |
| 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. | 35 | 35 | Full saving should be achieved in 2020-21. |
| COM51 | Ongoing implementation of Corporate Landlord model | The savings will be delivered in a number of ways including operational efficiencies, streamlined business processes, IT investment, improved procurement and contract management, and some deletions of vacant posts. | 350 | 325 | Level of savings identified as at Quarter 2 2020-21. Service area will continue to identify efficiencies to meet shortfall |
| 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 | 0 | Whilst the new charges have been implemented, closure of the green waste processing facility and hence cessation of the green waste service for the first part of 2020-21 due to COVID-19 has impacted on the ability to fully achieve the savings proposal |
| COM56 | Increase charge for collection of 3 bulky waste items from £15.50 to £20. | The waste contract 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. | 10 | 10 | Full saving should be achieved in 2020-21. |
| COM59 | Reduction to the opening hours of the Community Recycling Centres by 1 hour, per day. | | 17 | 17 | Full saving should be achieved in 2020-21. |
| COM73 | BCBC to save the annual BID funding now BID no longer functions | No impact that is within the control of BCBC following a unsuccessful BID ballot. | 15 | 15 | Full saving should be achieved in 2020-21. |
| COM76 | Review of Porthcawl Marina with a view to it running on a full cost recovery basis. This will involve a review of the berth fees. | This would involve a review of the berth fees and other operational costs. Any approach to outsourcing management would likely require financial support and therefore negate any savings. | 25 | 25 | Full saving should be achieved in 2020-21. |

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|--------------------------------------|---|--|------------------------|---|--|
| COM77 | Direct Services Organisation (DSO) staffing restructure - the front line staffing for highways which deal with a range of highway issues such as Winter gritting, Traffic collisions clear up, Flooding, Gully maintenance, Maintenance of Traffic signs, streetlights and traffic signals. The team have a major role within the Borough in the maintenance and repair of the highway. Since the loss of work the team undertook on behalf of the South Wales Trunk Road Agency (SWTRA) there is the potential to make a saving in the DSO staffing structure. | This would be potentially focused at a managerial level with the implication on the ability to deal with service requests in regard of local construction projects. It would also increase the single point failure in regard of sickness absence for remaining members of team. | 50 | 50 | Full saving should be achieved in 2020-21. |
| COM79 | Investigate reducing costs and increasing charging for running the Bridgend Business Forum for specific events to reduce/remove the current level of subsidy otherwise reduction in the service level will be necessary. | If reduced costs and increased charges are accepted impact should be minimal, there is a risk that the level of support / number of events may need to be reduced to support the saving. | 18 | 18 | Full saving should be achieved in 2020-21. |
| COM96 | WG National AHP Waste Programme - capital contribution from WG towards 7.5 tonne vehicle to collect AHP recycling | This would require Contract Variation negotiations with Kier to confirm the saving levels proposed based on a reduction in costs in relation to the current AHP vehicle that is leased | 14 | 14 | Full saving should be achieved in 2020-21. |
| Total Communities Directorate | | | 646 | 578 | |

CHIEF EXECUTIVES

| | | | | | |
|-------|---|---|-----|-----|--|
| 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. | 37 | 37 | Full saving should be achieved in 2020-21. |
| CEX11 | The expansion of the shared internal audit service has created efficiencies resulting in reduced contribution for BCBC | No impact on service provision | 40 | 40 | Full saving should be achieved in 2020-21. |
| CEX12 | Reduction of HR staffing budgets | Potential reduction of posts and redundancy costs | 44 | 44 | Full saving should be achieved in 2020-21. |
| CEX13 | Reduction of Partnerships Services budgets - savings achieved through software rationalisation and removal of vacancies within the ICT service unit | Minimal service impact as savings a result of vacancies and efficiencies | 200 | 200 | Full saving should be achieved in 2020-21. |
| CEX15 | Reduction of Legal fees budgets | Minimal impact | 80 | 80 | Full saving should be achieved in 2020-21. |

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|-------|--|--|------------------------|---|--|
| CEX16 | Reduce Members' training budget | Less training opportunities for elected members. | 7 | 7 | Full saving should be achieved in 2020-21. |
| CEX17 | Reduction of Business Support staffing budgets | Potential reduction of posts and redundancy costs | 100 | 100 | Full saving should be achieved in 2020-21. |
| | Total Chief Executive's Directorate | | 508 | 508 | |

MONITORING OF 2020-21 BUDGET REDUCTIONS

| Ref. | Budget Reduction Proposal | Impact, including on 5 Ways of Working as set out in the Wellbeing of Future Generations Act | Proposed 2020-21 £'000 | Value Likely to be Achieved 2020-21 £'000 | Reason why not likely to be achievable |
|------|---------------------------|--|------------------------|---|--|
|------|---------------------------|--|------------------------|---|--|

CORPORATE / COUNCIL WIDE

| | | | | | |
|---------------------------------------|--|--|------------|------------|--|
| CWD6 | Reduction in funding required for Apprenticeship Levy | No impact as budget historically been higher than required. | 50 | 50 | Full saving should be achieved in 2020-21. |
| CWD11 | Reduction in the budget to cover the cost to the Council of the outstanding liability for Employers Liability, Public Liability and Property following favourable insurance contract renewals in previous years. | No impact as favourable insurance contract renewals have been achieved, however no mitigation available for potential increases to premiums in future years. | 150 | 150 | Full saving should be achieved in 2020-21. |
| Total Corporate / Council Wide | | | 200 | 200 | |

| | | |
|---|--------------|--------------|
| GRAND TOTAL REDUCTIONS | 2,413 | 1,962 |
| TOTAL BUDGET REDUCTION REQUIREMENT (MOST LIKELY) | 2,413 | 2,413 |
| REDUCTION SHORTFALL | 0 | 451 |

| | |
|--------------|--------------|
| 1,023 | 1,535 |
| 996 | 575 |
| 394 | 303 |
| 2,413 | 2,413 |

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| BRIDGEND COUNTY BOROUGH COUNCIL | Budget 2020-21 | | | Projected Outturn | Projected Variance Over/(under) budget | % Variance |
|---|-----------------------|------------------|----------------|----------------------|---|---------------|
| | Expenditure Budget | Income Budget | Net Budget | | | |
| | £000 | £000 | £000 | | | |
| EDUCATION AND FAMILY SUPPORT | | | | | | |
| School Delegated Budgets | 120,988 | (21,302) | 99,686 | 99,686 | - | 0.0% |
| Learning | 9,779 | (3,060) | 6,719 | 7,101 | 382 | 5.7% |
| Strategic Partnerships & Comm | 24,646 | (10,462) | 14,184 | 15,362 | 1,178 | 8.3% |
| Health and Safety | 381 | (2) | 379 | 313 | (66) | -17.3% |
| TOTAL EDUCATION AND FAMILY SUPPORT | 155,794 | (34,826) | 120,968 | 122,462 | 1,494 | 1.2% |
| SOCIAL SERVICES AND WELLBEING | | | | | | |
| Adult Social Care | 66,081 | (18,104) | 47,977 | 48,499 | 522 | 1.1% |
| Prevention and Wellbeing | 5,973 | (793) | 5,180 | 5,151 | (29) | -0.6% |
| Safeguarding & Family Support | 19,840 | (886) | 18,954 | 18,881 | (73) | -0.4% |
| TOTAL SOCIAL SERVICES AND WELLBEING | 91,894 | (19,783) | 72,111 | 72,531 | 420 | 0.6% |
| COMMUNITIES DIRECTORATE | | | | | | |
| Planning & Development Services | 1,754 | (1,257) | 497 | 566 | 69 | 13.9% |
| Strategic Regeneration | 2,080 | (420) | 1,660 | 1,660 | - | 0.0% |
| Economy, Natural Resources and Sustainability | 2,670 | (1,672) | 998 | 976 | (22) | -2.2% |
| Cleaner Streets and Waste Management | 12,415 | (1,865) | 10,550 | 10,686 | 136 | 1.3% |
| Highways and Green Spaces | 21,914 | (10,943) | 10,971 | 10,760 | (211) | -1.9% |
| Director and Head of Operations - Communities | 271 | - | 271 | 265 | (6) | -2.2% |
| Corporate Landlord | 13,951 | (11,088) | 2,863 | 3,353 | 490 | 17.1% |
| TOTAL COMMUNITIES | 55,055 | (27,245) | 27,810 | 28,266 | 456 | 1.6% |
| CHIEF EXECUTIVE'S | | | | | | |
| Chief Executive | 509 | - | 509 | 514 | 5 | 1.0% |
| Finance | 46,407 | (42,828) | 3,579 | 3,575 | (4) | -0.1% |
| HR/OD | 2,153 | (363) | 1,790 | 1,614 | (176) | -9.8% |
| Partnerships | 2,999 | (1,037) | 1,962 | 1,768 | (194) | -9.9% |
| Legal, Democratic & Regulatory | 5,855 | (988) | 4,867 | 4,991 | 124 | 2.5% |
| Elections | 162 | (60) | 102 | 102 | - | 0.0% |
| ICT | 4,646 | (1,330) | 3,316 | 3,461 | 145 | 4.4% |
| Housing & Homelessness | 7,124 | (5,998) | 1,126 | 2,316 | 1,190 | 105.7% |
| Business Support | 1,088 | (111) | 977 | 1,005 | 28 | 2.9% |
| TOTAL CHIEF EXECUTIVE'S | 70,943 | (52,715) | 18,228 | 19,346 | 1,118 | 6.1% |
| TOTAL DIRECTORATE BUDGETS | | | | | | |
| | 373,686 | (134,569) | 239,117 | 242,605 | 3,488 | 1.5% |
| Council Wide Budgets | 48,238 | (970) | 47,268 | 43,749 | (3,519) | -7.4% |
| Earmarked Reserves | 500 | - | 500 | 500 | - | 0.0% |
| NET BRIDGEND CBC | 422,424 | (135,539) | 286,885 | 286,854 | (31) | 0.0% |

NB: Differences due to rounding of £000's

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

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

CAPITAL PROGRAMME UPDATE - QUARTER 2 2020-21

1. Purpose of report

1.1 The purpose of this report is to:

- comply with the requirement of the Chartered Institute of Public Finance and Accountancy's (CIPFA) 'The Prudential Code for Capital Finance in Local Authorities' (2017 edition).
- provide an update of the Capital Programme for the period 1 April to 30 September 2020 (**Appendix A**)
- seek agreement from Cabinet to present a report to Council for approval for a revised capital programme for 2020-21 to 2029-30 (**Appendix B**)
- note the projected Prudential and Other Indicators for 2020-21 (**Appendix C**)

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 a good place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions of all people in the county.
2. **Helping people 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 its 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 Capital investment in the Council's assets is a key factor in meeting the Council's Priorities as set out in the Council's Corporate Plan.

3. Background

3.1 The Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 as amended, 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 as capital expenditure. They modify accounting practice in various ways to prevent adverse impacts on authorities' revenue resources.

3.2 As well as the legislation, the Council manages its Treasury Management and Capital activities in accordance with the following associated guidance:-

- CIPFA's Treasury Management in the Public Services: Code of Practice
- CIPFA's The Prudential Code for Capital Finance in Local Authorities
- Welsh Government (WG) revised Guidance on Local Authority Investments

3.3 The Prudential Code for Capital Finance in Local Authorities requires Local Authorities to have in place a Capital Strategy which demonstrates that the Authority takes capital expenditure and investment decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability and affordability. To demonstrate that the Council has fulfilled these objectives, the Prudential Code sets out a number of Indicators that must be set and monitored each year.

3.4 On 26 February 2020, Council approved a capital programme covering the period 2020-21 to 2029-30 as part of the Medium Term Financial Strategy (MTFS). The capital programme was last updated and approved by Council on 22 July 2020. This report provides an update on the following areas:

- Capital Programme 2020-21 Quarter 2 update
- Capital Programme 2020-21 Onwards
- Prudential and Other Indicators
- Capital Strategy monitoring

4. Current Situation / Proposal

Capital Programme 2020-21 Quarter 2 update

4.1 This section of the report provides Members with an update on the Council's capital programme for 2020-21 since the budget was last approved by Council and incorporates any new schemes and grant approvals. The revised programme for 2020-21 currently totals £53.541 million, of which £27.850 million is met from Bridgend County Borough Council (BCBC) resources, including capital receipts and revenue contributions from earmarked reserves, with the remaining £25.691 million coming from external resources, including General Capital Grant. Table 1 below shows the capital programme for each Directorate from the July 2020 (Quarter 1) approved Council position to quarter 2:

Table 1 – Capital Programme per Directorate 2020-21

| Directorate | Approved Council 22-Jul-20 £'000 | New Approvals & Adjustments £'000 | Virements £'000 | Slippage to future years £'000 | Revised Budget 2020-21 £'000 |
|--------------------------------|--|--------------------------------------|--------------------|-----------------------------------|---------------------------------|
| Education & Family Support | 7,624 | 0 | 125 | (500) | 7,249 |
| Social Services and Well-being | 2,189 | 0 | 102 | 0 | 2,291 |
| Communities | 48,237 | 4,691 | (227) | (12,855) | 39,846 |
| Chief Executive's | 3,567 | 420 | 0 | (520) | 3,467 |
| Unallocated | 688 | 0 | 0 | 0 | 688 |
| Total | 62,305 | 5,111 | 0 | (13,875) | 53,541 |

- 4.2 Table 2 below summarises the current funding assumptions for the capital programme for 2020-21. The capital resources are managed to ensure that maximum financial benefit for the Council is achieved. This may include the realignment of funding to maximise government grants.

Table 2 – Capital Programme 2020-21 Resources

| CAPITAL RESOURCES | £'000 |
|-----------------------------------|---------------|
| <i>BCBC Resources:</i> | |
| Capital Receipts | 9,045 |
| Earmarked Reserves | 10,754 |
| Unsupported Borrowing | 2,573 |
| Supported Borrowing | 3,986 |
| Other Loans | 1,417 |
| Revenue Contribution | 75 |
| Total BCBC Resources | 27,850 |
| <i>External Resources:</i> | |
| Grants | 25,691 |
| Total External Resources | 25,691 |
| TOTAL RESOURCES | 53,541 |

- 4.3 **Appendix A** provides details of the individual schemes within the capital programme, showing the budget available in 2020-21 compared to the projected spend.
- 4.4 A number of schemes have already been identified as requiring slippage of budget to future years (2021-22 and beyond). At quarter 2 the total requested slippage is £13.875 million, which includes the following schemes:

Porthcawl Regeneration (£2.557 million)

Council have approved £2.607 million to fund works associated with the regeneration of Porthcawl, subject to realisation of capital receipts. Feasibility works are currently underway but it is anticipated that £2.557 million will be slipped into 2021-22. Further optioneering, development and engagement work will be required to bring forward the right mix of housing, low carbon development and sustainable transport onto the site.

Llynfi Development Site (£2.246 million)

The COVID-19 pandemic has had a severe impact on the intended site investigation works at the Maesteg Washery West site, with site access restrictions, staff resourcing issues and laboratory shut downs causing a significant delay to the programme of works. Discussions with the consultant engineers on the scheme, have indicated that the scheme can now progress (whilst following current COVID guidelines) and they have produced a revised programme to this effect.

Welsh Government has recently provided confirmation to the Council that the loan for this site, which was due to be repaid this month, can now be extended for a further 12 months. Consequently the funding has been slipped into 2021-22 and adjusted to reflect the revised capital / feasibility split.

Coastal Risk Management Porthcawl (£1.25 million)

Approval has been received from Welsh Government to tender the £6.032 million for works in Porthcawl in relation to the refurbishment of the Western Breakwater, improvement of the Eastern Promenade, repairs to Rhych Point and introduction of a dune management system to enhance and retain the relic dunes at Sandy Bay. These works will protect approximately 531 Residential and 175 Business Properties.

The tender process, which started later than originally planned whilst approval was sought from WG, is underway and it is anticipated for this to be concluded by the end of November, with an anticipated works start date of January 2021. This has resulted in slippage of £1.25 million to 2021-22.

Carriageway and Footways renewal (£1.3 million)

Due to the limited available working window for resurfacing works (generally March to October) it is anticipated that works will be complete to the value of £1.7 million for 2020-21. As a result of additional WG funding in previous years £1.3 million has been slipped into 2021-22.

Corporate Landlord Energy Efficiency Savings (£1.287 million)

The Refit Project is progressing successfully. Over the last months and despite the delays caused by the pandemic, the tenderer was appointed (Ameresco) and the high level appraisal stage was completed and approved by the Project Board. Currently the Project Board is expecting the Investment Grade Proposal report by the beginning of November 2020. As a result, the Council will have greater detail about the energy conservation measures that will be installed at the 19 sites that are part of this project. It is estimated that by January 2021 the Council would be in a good position to enter the works contract with the service provider. It should be noted that once the Investment Grade Proposal report is approved, the report will be sent for approval to Salix Finance which will substitute the prudential borrowing required for the scheme with an interest free loan.

Waterton Upgrade (£2.837 million)

£8.144m was approved by Council for works associated with the Waterton upgrade. The budget was approved on the basis that the Highways depot at Waterton was to be rationalised and refurbished. The Council is now investigating the possibility of a school being constructed at Waterton thus the Highways Depot is likely to be a new construction at a location still to be identified. When a location is identified a robust estimate will be compiled and reported to Cabinet and Council for financial approval. Therefore the 2020-21 funding of £2.87 million will be slipped into 2021-22.

The balance of slippage (£2.398 million) is across a number of schemes and are minor amendments to the financial profiles of the schemes.

Capital Programme 2020-21 Onwards

- 4.5 Since the last capital report in July 2020, there have been a number of new externally funded schemes approved and internally funded schemes, which have been incorporated into the capital programme, including:

Highways Refurbishment Grant (£0.806 million)

The Council has been awarded £0.806 million from the WG Capital Funding for Local Government Public Highways Refurbishment Grant 2020-21, to undertake highway refurbishment works to the highway network. The purpose of the capital funding is to support local authorities to finance public highways refurbishment within their authority limits.

Active Travel Fund (£2.44 million)

In July 2020 WG awarded the Council with an Active Travel Fund of £2.44 million. The purpose of the fund is to increase levels of active travel, improve health and well-being, improve air quality, reduce carbon emissions, connect communities and improve active travel access to employment, education and key services, destinations and public transport. It will include an active travel package for Bridgend to Pencoed and a package of improvements for Bridgend to Coychurch and Pencoed to Pencoed College.

Due to the late notification of funding for the schemes, it is anticipated that there will only be spend of £1.583 million in 2020-21, there is likely to be slippage of

£861,000. WG cannot give assurance that this funding can be carried forward or that further grant funding will be made available in 2021-22, so the scheme has been split into phases and as much work as possible will be completed in this financial year, with the rest hopefully completed next year either through grant carried forward, additional capital funding or new bids to WG.

Fleet Replacement Programme (£0.5 million)

To enable replacement of council-wide vehicles on a cyclical nature funding of £0.5 million has been included in the capital programme in 2021-22 to be funded through prudential borrowing. The funding and corresponding charges to services will be managed through the Joint Fleet Manager.

TRI Standalone - 11a Nolton Street (£0.299 million)

The Council have been successful in securing £0.3 million from Welsh Government's Targeted Regeneration Investment (TRI) programme, for the redevelopment of 11a Nolton Street. The redevelopment, led by Coastal Housing Group (CHG) sees a key site in the town centre being brought back into use, providing 10 affordable new homes and supported by 2 commercial units. In March 2020, the Council entered into a funding agreement for the TRI grant with Coastal Housing Group.

Local Sustainable Transport Covid Response (£0.619 million)

In June 2020 WG awarded the Council with funding in relation to Local Sustainable Transport Covid Response (£0.619 million). The fund is to be used for 'pop up' measures which will include temporary low cost solutions to reallocate road space in favour of sustainable forms of transport.

Enable Grant (£0.180 million)

WG has awarded the Council with £0.18 million funding in relation to the Enable, Support for Independent Living Grant 2020-21. The purpose of the Funding is to support the delivery of adaptations and integrate service delivery.

Safer Routes in Communities (£0.222 million)

WG has awarded the Council with £0.222 million funding in relation to Safe Routes in Communities. The purpose of the funding is to support capital schemes that contribute to the Welsh Government's objectives to improve accessibility and safety and encourage walking and cycling in communities. There is particular emphasis on improving routes to and from schools. The aim is to change how people travel, resulting in greater social inclusion and improved community safety. Specifically this will be used to fund the Coity Higher Community Safe Routes Phase II.

A small number of other minor additions to the programme are listed below:

- Investment in ICT - £0.24 million WG Covid-19 contribution to ICT costs.
- Pyle Park and Ride Metro and Penprysg road bridge - £0.2 million Local Transport Fund grant.
- Bryngarw House & Pencoed Library - £0.05 million for agreed minor works schemes funded via the minor works revenue budget.

- 4.6 There are a number of other schemes within the Capital Programme that are awaiting confirmation of external funding over the Autumn period. Once approval is known, it may also result in some schemes needing re-profiling. The Capital Programme has not been updated at this time for these schemes and further reports will be brought to Cabinet and Council in due course for approval.

A Revised Capital Programme is included as **Appendix B**.

Prudential and Other Indicators 2020-21

- 4.7 In February 2020, Council approved the Capital Strategy for 2020-21, which included the Prudential Indicators 2020-21 to 2022-23 together with some local indicators.
- 4.8 The Capital Strategy is intended to give an overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services along with an overview of how associated risk is managed and the implications for future sustainability. To this end, a number of prudential indicators were included, and approved by Council. In line with the requirements of the Prudential Code, the Chief Finance Officer is required to establish procedures to monitor both performance against all forward-looking prudential indicators and the requirement specified.
- 4.9 **Appendix C** details the actual indicators for 2019-20, the estimated indicators for 2020-21 set out in the Council's Capital Strategy and the projected indicators for 2020-21 based on the revised Capital Programme. These show that the Council is operating in line with the approved limits.

Capital Strategy Monitoring

- 4.10 The Capital Strategy also requires the monitoring of non-treasury management investments and other long term liabilities. The Council does have an existing investment portfolio which is 100% based within the County Borough and primarily the office and industrial sectors. The income streams are generally spread between the single and multi-let office investments on Bridgend Science Park, the multi-let industrial estates and the freehold ground rent investments. The total value of Investment Properties was £4.635 million at 31 March 2020.
- 4.11 The Council has a number of Other Long Term Liabilities which are included within the Capital Strategy. No new loans have been taken out in quarter 2.

5. Effect upon Policy Framework and Procedure Rules

- 5.1 As required by Financial Procedure Rule 3.5.3 within the Council's Constitution, "The Chief Finance Officer shall report quarterly to Cabinet an update on the Capital Strategy and the Prudential Indicators."

6. Equality Impact Assessment

6.1 Projects within the capital programme will be subject to the preparation of Equality Impact Assessments before proceeding. There are no equality implications arising from this report.

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

7.1 The well-being goals identified in the Act were considered in the preparation of this report. 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. Specifically the development of a 10 year capital programme, which reflects the Council's affordability in terms of capital receipts and borrowing, supports the principle of sustainability over the long term.

8. Financial implications

8.1 The financial implications are outlined in the body of the report.

9. Recommendation

9.1 It is recommended that Cabinet:

- note the Council's capital programme for 2020-21 for the period to 30 September 2020 (**Appendix A**);
- agrees that the revised Capital Programme (**Appendix B**) be submitted to Council for approval;
- note the projected Prudential and Other Indicators for 2020-21 (**Appendix C**).

Gill Lewis

**Interim Chief Officer – Finance, Performance and Change
October 2020**

Contact Officer: Nigel Smith
Interim Group Manager – Chief Accountant
Telephone: 01656 643359
E-mail: Nigel.Smith@bridgend.gov.uk
Postal Address: Bridgend County Borough Council
Chief Executive's - Finance
Raven's Court
Brewery Lane
Bridgend
CF31 4AP

Background documents:

Capital Strategy 2020-21– Report to Council 26 February 2020

Capital Programme Q1 Update 2020-21 – Report to Council 22 July 20

Medium Term Financial Strategy 2020 onwards – Report to Council 26 February 2020

| | Budget 20-21 (Council JULY 20) £'000 | New Approvals £'000 | Virement £'000 | Slippage £'000 | Revised Budget 2020-21 £'000 | Total Exp to date £'000 | Projected Spend £'000 | Over / (Under) spend £'000 | Impact on BCBC Resources £'000 |
|--|--|------------------------|-------------------|-------------------|------------------------------------|-------------------------------|--------------------------|----------------------------------|---|
|--|--|------------------------|-------------------|-------------------|------------------------------------|-------------------------------|--------------------------|----------------------------------|---|

Education & Family Support

| | | | | | | | | | |
|--|--------------|----------|------------|--------------|--------------|--------------|--------------|----------|----------|
| HIGHWAYS SCHEMES BAND B | 500 | | | (500) | - | - | - | - | - |
| BRYNMENYN PRIMARY | 44 | | | | 44 | - | 44 | - | - |
| GATEWAY TO THE VALLEYS SEC SCH | 97 | | | | 97 | 1 | 97 | - | - |
| GARW VALLEY SOUTH PRIMARY PROVISION | 160 | | | | 160 | (3) | 160 | - | - |
| PENCOED PRIMARY | 62 | | | | 62 | 7 | 62 | - | - |
| GARW VALLEY PRIMARY HIGHWAYS | 30 | | | | 30 | - | 30 | - | - |
| PENCOED PRIMARY SCHOOL HIGHWAYS WORKS | 56 | | | | 56 | - | 56 | - | - |
| BRYNMENYN SCHOOL HIGHWAYS WORK | 15 | | | | 15 | (1) | 15 | - | - |
| ALN PROVISION | 7 | | | | 7 | - | 7 | - | - |
| REDUCTION OF INFANT CLASS SIZES | 70 | | | | 70 | 16 | 70 | - | - |
| CROESTY PRIMARY SCHOOL | 149 | | | | 149 | 9 | 149 | - | - |
| SCHOOLS CAPITAL MINOR WORKS | 272 | | 125 | | 397 | 26 | 397 | - | - |
| SCHOOLS TRAFFIC SAFETY | 252 | | | | 252 | - | 252 | - | - |
| SCHOOL MODERNISATION RETENTION | 591 | | | | 591 | - | 591 | - | - |
| CEFN CRIBWR PRIMARY ALN | 438 | | | | 438 | 192 | 438 | - | - |
| EDUCATION S106 SCHEMES | 202 | | | | 202 | - | 202 | - | - |
| COMPLEX & MEDICAL NEEDS PROVISION | 49 | | | | 49 | 41 | 49 | - | - |
| MYNYDD CYNFFIG PRIMARY SCHOOL MOBILES | 1,200 | | | | 1,200 | - | 1,200 | - | - |
| SCHOOLS' CAPITAL MAINTENANCE GRANT | 1,462 | | | | 1,462 | 1,319 | 1,462 | - | - |
| WELSH MEDIUM CHILDCARE PROVISION - BETTWS | 578 | | | | 578 | 20 | 578 | - | - |
| WELSH MEDIUM CHILDCARE PROVISION - BRIDGEND | 55 | | | | 55 | - | 55 | - | - |
| WELSH MEDIUM CHILDCARE PROVISION - OGMORE | 128 | | | | 128 | 24 | 128 | - | - |
| WELSH MEDIUM CHILDCARE PROVISION - PORTHCAWL | 55 | | | | 55 | - | 55 | - | - |
| WELSH MEDIUM CHILDCARE PROVISION - HIGHWAYS | 100 | | | | 100 | - | 100 | - | - |
| WLGA - ADDITIONAL FUNDING FOR ICT -SCHOOLS | 81 | | | | 81 | - | 81 | - | - |
| EAST HUB- BRYNTEG COMPREHENSIVE | 971 | | | | 971 | 659 | 971 | - | - |
| TOTAL Education & Family Support | 7,624 | - | 125 | (500) | 7,249 | 2,310 | 7,249 | - | - |

Social Services and Wellbeing

| | | | | | | | | | |
|--|--------------|----------|------------|----------|--------------|------------|--------------|----------|----------|
| BRYNGARW PARK - ACCESS IMPROVEMENTS | 35 | | | | 35 | - | 35 | - | - |
| BRYN Y CAE - HFE'S | 40 | | | | 40 | - | 40 | - | - |
| WELLBEING MINOR WORKS | 31 | | 90 | | 121 | 5 | 121 | - | - |
| TY PENYBONT | 38 | | (38) | | - | - | - | - | - |
| BAKERS WAY MINOR WORKS | 10 | | | | 10 | - | 10 | - | - |
| GLAN YR AFON CARE HOME | 51 | | | | 51 | - | 51 | - | - |
| CHILDRENS RESIDENTIAL HUB | 1,864 | | | | 1,864 | 106 | 1,864 | - | - |
| HARTSHORN HOUSE | | | 50 | | 50 | - | 50 | - | - |
| EXTRA CARE FACILITIES | 120 | | | | 120 | - | 120 | - | - |
| TOTAL Social Services & Wellbeing | 2,189 | - | 102 | - | 2,291 | 111 | 2,291 | - | - |

Communities

Street Scene

| | | | | | | | | | |
|---------------------------------------|-------|--|--|--|-------|----|-------|---|---|
| PARKS/PAVILIONS/COMMUNITY CENTRES CAT | 748 | | | | 748 | 21 | 748 | - | - |
| ABERFIELDS PLAYFIELDS | 11 | | | | 11 | - | 11 | - | - |
| CARDIFF CAPITAL REGION CITY DEAL | 5,552 | | | | 5,552 | - | 5,552 | - | - |

| | Budget 20-21 (Council JULY 20) | New Approvals | Virement | Slippage | Revised Budget 2020-21 | Total Exp to date | Projected Spend | Over / (Under) spend | Impact on BCBC Resources |
|--|--------------------------------------|---------------|------------|----------------|---------------------------|----------------------|-----------------|-------------------------|--------------------------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| PORTHCAWL TOWN SEA DEFENCE | 52 | | | | 52 | (55) | 52 | - | - |
| COYCHURCH CREMATORIUM | 835 | | | (815) | 20 | 5 | 20 | - | - |
| REMEDIAL MEASURES - CAR PARKS | 125 | | (20) | | 105 | - | 105 | - | - |
| ON-ROAD PARKING ENFORCEMENT | 38 | | | | 38 | - | 38 | - | - |
| SAFE ROUTES TO SCHOOL | - | | | | - | 1 | - | - | - |
| ROAD SAFETY SCHEMES | 64 | | 20 | | 84 | 18 | 84 | - | - |
| ACTIVE TRAVEL- PENCOED TECHNOLOGY PARK | - | 2,444 | | | 2,444 | - | 1,583 | (861) | - |
| HIGHWAYS STRUCTURAL WORKS | 200 | | | | 200 | 3 | 200 | - | - |
| CARRIAGEWAY CAPITAL WORKS | 250 | | | | 250 | 77 | 250 | - | - |
| ACTIVE TRAVEL - BRIDGEND TO BRACKLA | - | | | | - | (20) | - | - | - |
| ROAD SAFETY IMPROVEMENTS - HEOL MOSTYN | 600 | | | | 600 | 5 | 600 | - | - |
| RIGHTS OF WAY MINOR WORKS | - | 50 | | | 50 | - | 50 | - | - |
| HIGHWAYS REFURBISHMENT GRANT | 151 | 806 | | | 957 | 71 | 957 | - | - |
| CARRIAGEWAY & FOOTWAYS RENEWAL | 3,003 | | | (1,303) | 1,700 | 401 | 1,700 | - | - |
| NATIONAL CYCLE NETWORK PHASE 2 | - | | | | - | (17) | - | - | - |
| REPLACEMENT OF STREET LIGHTING | 455 | | (175) | | 280 | 17 | 280 | - | - |
| BRIDGE STRENGTHENING A4061 | 1,285 | | | | 1,285 | 656 | 1,285 | - | - |
| COMMUNITIES MINOR WORKS | 101 | | 367 | | 468 | (27) | 468 | - | - |
| RIVER PROTECTION MEASURES | 3 | | 175 | | 178 | 64 | 178 | - | - |
| RETAINING WALL REPLACEMENT BETTWS | 11 | 40 | | | 51 | - | 51 | - | - |
| PYLE PARK AND RIDE METRO | - | 120 | | | 120 | 44 | 120 | - | - |
| LOCAL TRANSPORT FUND - PENPRYSG ROAD BRIDGE | - | 80 | | | 80 | 75 | 80 | - | - |
| LOCAL TRANSPORT FUND - BRIDGEND TO COYCHURCH | - | | | | - | (30) | - | - | - |
| SAFE ROUTES - COITY HIGHER | - | 222 | | | 222 | (6) | 222 | - | - |
| SUSTAINABLE TRANSPORT COVID RESPONSE | | 619 | | | 619 | 68 | 619 | - | - |
| RESIDENTS PARKING BRIDGEND TC | 128 | | | | 128 | - | 128 | - | - |
| FLEET VEHICLES | 2,085 | | | | 2,085 | 190 | 2,085 | - | - |
| RELOCATE RECYCLING CENTRE | 1,594 | | | | 1,594 | - | 1,594 | - | - |
| AHP WASTE | 238 | | | | 238 | 28 | 238 | - | - |
| EXTENSION TO CORNELLY CEMETERY | 314 | | | (301) | 13 | - | 13 | - | - |
| EXTENSION TO PORTHCAWL CEMETERY | 216 | | | (199) | 17 | - | 17 | - | - |
| STREET LIGHTING ENERGY SALIX | 1417 | | | | 1,417 | 287 | 1,417 | - | - |
| HIGHWAYS S106 MINOR SCHEMES | 63 | | | | 63 | - | 63 | - | - |
| TOTAL Streetscene | 19,539 | 4,381 | 367 | (2,618) | 21,669 | 1,877 | 20,808 | (861) | - |

Regeneration & Development

| | | | | | | | | | |
|--|-------|-----|-------|---------|-------|-----|-------|---|---|
| BRIDGEND BUS SUP NETWORK | 128 | | | | 128 | 36 | 128 | - | - |
| PORTHCAWL RESORT INVESTMENT FOCUS (PRIF) | 99 | | | | 99 | 59 | 99 | - | - |
| EU CONVERGANCE SRF BUDGET | 990 | | | | 990 | - | 990 | - | - |
| PURCHASE OF SALT LAKE CAR PARK | 64 | | (64) | | - | - | - | - | - |
| VRP - BRYNGARW PARK | 263 | | (24) | | 239 | 1 | 239 | - | - |
| VRP - PARC SLIP | 139 | | 24 | | 163 | 13 | 163 | - | - |
| TRI THEMATIC PROJECTS (UCPE AND UCLG) | 600 | | 220 | | 820 | 54 | 820 | - | - |
| TRI STANDALONE PROJECTS | 220 | 299 | (220) | | 299 | - | 299 | - | - |
| PORTHCAWL REGENERATION PROJECT | 2,543 | | 64 | (2,557) | 50 | 47 | 50 | - | - |
| ECONOMIC STIMULUS PROJECT | 887 | | | | 887 | - | 887 | - | - |
| COASTAL RISK MANAGEMENT PROGRAM | 2,750 | | | (1,250) | 1,500 | 10 | 1,500 | - | - |
| LLYNFI DEVELOPMENT SITE | 2,246 | | | (2,246) | - | - | - | - | - |
| BRIDGEND HEAT SCHEME | 450 | | | | 450 | - | 450 | - | - |
| MAESTEG TOWN HALL CULTURAL HUB | 5,158 | | | (60) | 5,098 | 643 | 5,098 | - | - |
| TOWN & COMMUNITY COUNCIL FUND | 249 | | | | 249 | 10 | 249 | - | - |
| CAERAU HEAT NETWORK | 1,939 | | | | 1,939 | - | 1,939 | - | - |
| PORTHCAWL THI | 134 | | | | 134 | - | 134 | - | - |

| | Budget 20-21 (Council JULY 20) £'000 | New Approvals £'000 | Virement £'000 | Slippage £'000 | Revised Budget 2020-21 £'000 | Total Exp to date £'000 | Projected Spend £'000 | Over / (Under) spend £'000 | Impact on BCBC Resources £'000 |
|---|---|------------------------|-------------------|-------------------|------------------------------------|-------------------------------|--------------------------|----------------------------------|---|
| TOTAL Regeneration & Development | 18,859 | 299 | - | (6,113) | 13,045 | 872 | 13,045 | - | - |
| Corporate Landlord | | | | | | | | | |
| CAPITAL ASSET MANAGEMENT FUND | 820 | | | | 820 | - | 820 | - | - |
| CORPORATE LANDLORD ENERGY EFFICIENCY SAVINGS | 1,299 | | | (1,287) | 12 | - | 12 | - | - |
| ENTERPRISE HUB | 627 | (24) | | | 603 | 28 | 603 | - | - |
| RAVEN'S COURT MINOR WORKS | 454 | | | | 454 | 5 | 454 | - | - |
| ELECTRIC VEHICLE CHARGING POINTS RAVENS COURT | 25 | | | | 25 | 13 | 25 | - | - |
| RELOCATION OF REGISTRARS | 9 | | | | 9 | 53 | 9 | - | - |
| BRIDGEND/MAESTEG MARKET MINOR WORKS | 25 | | | | 25 | - | 25 | - | - |
| DDA WORKS | 16 | | 270 | | 286 | 1 | 286 | - | - |
| MINOR WORKS | 1,233 | | (975) | | 258 | - | 258 | - | - |
| FIRE PRECAUTIONS MINOR WORKS | 95 | | 96 | | 191 | 8 | 191 | - | - |
| BRYNCETHIN DEPOT FACILITIES | 151 | | | | 151 | 10 | 151 | - | - |
| NON OPERATIONAL ASSETS | 480 | | | | 480 | - | 480 | - | - |
| WATERTON UPGRADE | 2,837 | | | (2,837) | - | - | - | - | - |
| EVERGREEN HALL - LEASE ACQUISITION | 40 | | | | 40 | - | 40 | - | - |
| INVESTING IN COMMUNITIES | 1,728 | | | | 1,728 | - | 1,728 | - | - |
| BRYNGARW HOUSE | | 30 | | | 30 | - | 30 | - | - |
| PENCOED LIBRARY | | 5 | 15 | | 20 | - | 20 | - | - |
| Total Corporate Landlord | 9,839 | 11 | (594) | (4,124) | 5,132 | 119 | 5,132 | - | - |
| TOTAL Communities | 48,237 | 4,691 | (227) | (12,855) | 39,846 | 2,868 | 38,985 | (861) | - |
| Chief Executive | | | | | | | | | |
| CORPORATE CAPITAL FUND | 200 | | (76) | | 124 | 69 | 124 | - | - |
| TOTAL Corporate Capital Fund | 200 | - | (76) | - | 124 | 69 | 124 | - | - |
| DISABLED FACILITIES GRANTS (DFG) | 1,950 | | (24) | | 1,926 | 499 | 1,926 | - | - |
| HOUSING RENEWAL AREA | 100 | | | | 100 | - | 100 | - | - |
| VALLEYS TASK FORCE EMPTY PROPERTIES GRANT | 300 | | | | 300 | 22 | 300 | - | - |
| WESTERN VALLEY EMPTY HOMES PILOT | 260 | | | | 260 | - | 260 | - | - |
| EMERGENCY REPAIR LIFETIME GRANT | | - | 24 | | 24 | 24 | 24 | - | - |
| ENABLE SUPPORT GRANT | - | 180 | | | 180 | 43 | 180 | - | - |
| TOTAL Housing/Homelessness | 2,610 | 180 | - | - | 2,790 | 587 | 2,790 | - | - |
| DIGITAL MEETING SPACES | 26 | | | | 26 | 21 | 26 | - | - |
| ICT INFRA SUPPORT | 211 | 240 | 76 | | 527 | 527 | 527 | - | - |
| DIGITAL TRANSFORMATION | 520 | | | (520) | - | - | - | - | - |
| TOTAL ICT | 757 | 240 | 76 | (520) | 553 | 547 | 553 | - | - |
| UNALLOCATED | 688 | - | - | - | 688 | - | 688 | - | - |
| TOTAL Chief Executive | 4,255 | 420 | - | (520) | 4,155 | 1,203 | 4,155 | - | - |
| GRAND TOTAL | 62,305 | 5,111 | - | (13,875) | 53,541 | 6,492 | 52,680 | (861) | - |

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PRUDENTIAL AND OTHER INDICATORS 2020-21

The Prudential Indicators are required to be set and approved by Council in accordance with CIPFA's Prudential Code for Capital Finance in Local Authorities. Table 1 shows the 2019-20 actual capital expenditure, the capital programme approved by Council on 22 July 2020 and the latest projection for the current financial year which has incorporated slippage of schemes from 2019-20 together with any new grants and contributions or changes in the profile of funding.

Table 1: Prudential Indicator: Estimates of Capital Expenditure

| | 2019-20 Actual £m | 2020-21 Estimate (Council Jul 20) £m | 2020-21 Projection £m |
|-----------------------|-------------------------|--|-----------------------------|
| Council Fund services | 22.822 | 55.954 | 53.061 |
| Investment Properties | - | 0.480 | 0.480 |
| TOTAL | 22.822 | 56.434 | 53.541 |

All capital expenditure must be financed, either from external sources (government grants and other contributions), the Council's own resources (revenue, reserves and capital receipts) or net financing requirement (borrowing, leasing and Private Finance Initiative). The planned financing of the expenditure has been projected as follows:

Table 2: Capital financing

| | 2019-20 Actual £m | 2020-21 Estimate (Council Jul 20) £m | 2020-21 Projection £m |
|---------------------------|-------------------------|--|-----------------------------|
| External sources | 16.199 | 21.551 | 25.691 |
| Own resources | 1.408 | 23.664 | 19.674 |
| Net Financing Requirement | 5.215 | 11.219 | 7.976 |
| TOTAL | 22.822 | 56.434 | 53.541 |

The net financing requirement has fallen compared to the estimate in the Capital Strategy as a result of the reduction in forecast spend, increase in anticipated external funding sources, and associated reduction in the anticipated level of Prudential Borrowing in the year. The net financing requirement or 'debt' is only a temporary source of finance, since loans and leases must be repaid, and this is therefore replaced over time by other financing, usually from revenue which is known as the Minimum Revenue Provision (MRP). As well as MRP, the Council makes additional voluntary revenue contributions to pay off Prudential or Unsupported Borrowing. The total of these are shown in Table 3 below.

Table 3: Replacement of debt finance

| | 2019-20 Actual £m | 2020-21 Estimate (Council Feb 20) £m | 2020-21 Projection £m |
|---|-------------------------|--|-----------------------------|
| Minimum Revenue Provision (MRP) | 2.858 | 2.925 | 2.925 |
| Additional Voluntary Revenue Provision | 1.948 | 1.505 | 1.502 |
| Total MRP & VRP | 4.833 | 4.430 | 4.427 |
| Other MRP on Long term Liabilities | 0.690 | 0.743 | 0.743 |
| Total Own Resources | 5.523 | 5.173 | 5.170 |

The Council's cumulative outstanding amount of debt finance is measured by the Capital Financing Requirement (CFR). This increases with new debt-financed capital expenditure and reduces by the MRP amount within the year. Based on the above figures for expenditure and financing, the Council's estimated CFR is as follows based on the movement on capital expenditure at quarter 2:

Table 4: Prudential Indicator: Estimates of Capital Financing Requirement

| | 2019-20 Actual £m | 2020-21 Estimate £m | 2020-21 Projection £m |
|---|-------------------------|---------------------------|-----------------------------|
| Capital Financing Requirement | | | |
| Opening CFR excluding PFI & other liabilities | 155.084 | 155.893 | 155.466 |
| Opening PFI CFR | 17.000 | 16.309 | 16.310 |
| Total opening CFR | 172.084 | 172.203 | 171.776 |
| Movement in CFR excluding PFI & other liabilities | 0.382 | 6.790 | 3.550 |
| Movement in PFI CFR | (0.690) | (0.743) | (0.743) |
| Total movement in CFR | (0.308) | 6.047 | 2.806 |
| Closing CFR | 171.776 | 178.249 | 174.582 |
| Movement in CFR represented by: | | | |
| Net financing need for year (Table 2 above) | 5.215 | 11.219 | 7.976 |
| Minimum and voluntary revenue provisions | (4.833) | (4.430) | (4.427) |
| MRP on PFI and other long term leases (Table 3) | (0.690) | (0.743) | (0.743) |
| Total movement | (0.308) | 6.046 | 2.806 |

The capital borrowing need (Capital Financing Requirement) has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used

as a temporary measure. This is known as Internal Borrowing. Projected levels of the Council's total outstanding debt, which comprises of borrowing, PFI and Other Long Term Liabilities, are shown below compared with the Capital Financing Requirement:-

Table 5: Prudential Indicator: Gross Debt and the Capital Financing Requirement

| | 2019-20 Actual £m | 2020-21 Estimate (Council Feb 20) £m | 2020-21 Projection £m |
|-------------------------------|----------------------------------|---|--------------------------------------|
| Debt (incl. PFI & leases) | 116.867 | 117.867 | 113.367 |
| Capital Financing Requirement | 171.776 | 178.249 | 174.582 |

Statutory guidance is that debt should remain below the capital financing requirement, except in the short-term. As can be seen, the Council expects to comply with this in the medium term.

The Council is legally obliged to set an affordable borrowing limit (also termed the authorised limit for external debt) each year. In line with statutory guidance, a lower "operational boundary" is also set as a warning level should debt approach the limit. Table 6 below shows these two limits and as the current projection for debt is £113.367 million, it is within the Operational Boundary.

Table 6: Prudential Indicators: Authorised limit and operational boundary for external debt in £m

| | 2019-20 Actual £m | 2020-21 Estimate (Council Feb 20) £m | 2020-21 Projection £m |
|--|----------------------------------|---|--------------------------------------|
| Authorised limit – borrowing | 145.000 | 170.000 | 170.000 |
| Authorised limit – other long term liabilities | 30.000 | 30.000 | 30.000 |
| Authorised Limit Total | 175.000 | 200.000 | 200.000 |
| Operational boundary – borrowing | 105.000 | 140.000 | 140.000 |
| Operational boundary – other long term liabilities | 20.000 | 20.000 | 20.000 |
| Operational Boundary Limit Total | 130.000 | 165.000 | 165.000 |
| | | | |
| Total Borrowing and Long Term Liabilities | 116.867 | 117.867 | 113.367 |

Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue, offset by any investment income receivable. The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants.

Table 7: Prudential Indicator: Proportion of financing costs to net revenue stream

| | 2019-20 Actual £m | 2020-21 Estimate (Council Feb 20) £m | 2020-21 Projection £m |
|----------------------------------|----------------------------------|---|--------------------------------------|
| Capital Financing Central | 6.728 | 6.995 | 6.975 |
| Other Financing costs | 3.893 | 3.451 | 3.451 |
| TOTAL FINANCING COSTS | 10.821 | 10.446 | 10.426 |
| Proportion of net revenue stream | 3.92% | 3.85% | 3.84% |

This shows that in 2019-20, 3.92% of our net revenue income was spent paying back the costs of capital expenditure. The estimate for 2020-21 is 3.84% which is in-line with the approved Capital Strategy.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE INTERIM CHIEF OFFICER - FINANCE, PERFORMANCE AND CHANGE

AN IN-HOUSE SERVICE FOR VICTIMS OF DOMESTIC ABUSE

1. Purpose of report

- 1.1 The purpose of this report is to seek approval to bring the drop-in provision and floating support / support in the community elements of Bridgend County Borough Council's (BCBC) funded domestic abuse provision in-house, to be delivered directly by BCBC, and develop a new needs led first point of contact / support in the community service for victims of domestic abuse that will be delivered in house by staff employed by BCBC.

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. **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.
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 BCBC currently funds a range of domestic abuse services through an externally commissioned contract. The Integrated Domestic Abuse Services contract comprises the following provision:

- Women's refuge
- Move on accommodation
- Drop in provision part of BCBC's 'Assia Suite'
- Floating support / support in the community
- Children and Young Persons' Service – this element of the service is an annual option. A decision is made by December each year as to whether provision will continue in the following financial year.

- 3.2 Inclusive of the Children and Young Persons' Service the current annual contract value is £420,371.45. The Integrated Domestic Abuse Services contract is primarily funded by BCBC's Housing Support Grant. The Social Services and Wellbeing Directorate contributes £17,808 to the Children and Young Persons' service. Other partners include Welsh Government and the Police and Crime Commissioner who make a financial contribution to support the provision of domestic abuse services in Bridgend.
- 3.3 Following previous approval from Cabinet on 17th September 2019 to continue service delivery, the current Integrated Domestic Abuse Services contract expires on 30th April 2021. There is no further scope to extend the existing contract. Arrangements are required to be put into place to improve accessibility and reduce duplication of services for those living and working in Bridgend. Longer term there is a commitment to explore the modelling and commissioning of regional services across the Cwm Taf Morgannwg Region and Bridgend.
- 3.4 In addition to the above services, BCBC also directly employs three Independent Domestic Violence Advocates (IDVAs), who work alongside the external provider of the Integrated Domestic Abuse Services contract as part of the 'Assia Suite'. Two of the IDVAs are funded via BCBC's Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV) Grant and one funded via BCBC's Housing Support Grant. BCBC IDVAs are managed by a Domestic Abuse Coordinator, funded by the VAWDASV Grant. The team are supported by a Multi Agency Risk Assessment Conference (MARAC) Coordinator, funded by BCBC through the Police and Crime Commissioner (PCC) Grant.
- 3.5 The current set up allows for IDVA staff to support those victims who are deemed to be more 'high risk' victims of domestic abuse, whilst commissioned provision supports all other referrals.

4. Current situation / proposal

- 4.1 Provision for victims of domestic abuse is key in meeting BCBC's duties under the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 ("the VAWDASV Act"). As detailed above the current externally commissioned contract will come to an end on 30th April 2021. Bridgend now comes within the revised Cwm Taf Morgannwg regional footprint and as such scope for regional planning and commissioning is in its infancy. It is noted that there are areas of concern in relation to the current delivery model in Bridgend and that this needs to change to ensure victims are in receipt of the best services possible.
- 4.2 In line with the The VAWDASV Act and subsequent commissioning guidance an independent assessment of need was commissioned in 2019 by Safer Merthyr Tydfil on behalf of the Bridgend VAWDASV partnership, the Bridgend VAWDASV Needs Assessment, to help inform need and future commissioning. In addition, a second piece of independent work was completed in early 2020, which reviewed the strengths and weaknesses of existing provision, the Review of the Violence against Women, Domestic Abuse and Sexual Violence services in Bridgend, commissioned by BCBC.
- 4.3 Both the needs assessment and the review of existing provision were carried out by the same independent Domestic Abuse Consultant.

- 4.4 The findings of the review of existing provision were reached after consultation with key professional stakeholders, analysis of the Bridgend's VAWDASV population needs assessment and commissioning guidance. The review provided an overview of current VAWDASV provision in Bridgend County. It provided recommendations on future VAWDASV commissioning based on academic research and evidence of good practice nationally.
- 4.5 The review also provided background briefing information on good practice in commissioning from national VAWDASV sector quality standards and Government endorsed commissioning guidelines. Sector standards and ensuring safe, effective practice will remain a key consideration for this proposal.
- 4.6 As the review of existing provision is considered commercially sensitive it was not widely shared. However it was shared with the existing service provider and with members of Cwm Taf Morgannwg Commissioning teams.
- 4.7 The methodology for the VAWDASV needs assessment was informed by the guidance and checklists in the Tackling Violence Against Women, Domestic Abuse and Sexual Violence: A Collaborative Commissioning Toolkit for Services in Wales, issued by Lloyds Bank Foundation in August 2016, and supported by Welsh Government and the more recent Guidance for the Commissioning of VAWDASV Services in Wales, issued by the Welsh Government in December 2018.
- 4.8 Fifteen interviews were held with specialist providers in Bridgend and neighbouring regions and public sector representatives and commissioners in Bridgend. This included representatives from Calan DVS, New Pathways, Barnardo's, BAWSO, Supporting People Commissioning Team, the local authority Independent Domestic Advisor team, Housing and Homelessness, Family Support Services, Children and Families teams, the MARAC Chair, sector colleagues in England and Wales, Welsh Women's Aid and the Domestic Abuse Housing Alliance.
- 4.9 Interviews and focus groups were held with 17 service users from Calan DVS (who currently provide the Integrated Domestic Abuse Services contract) and New Pathways, the largest independent, specialist sexual violence support services provider in Wales. An online and paper survey for survivors and individuals was also circulated via these and other voluntary and statutory sector agencies in the area.
- 4.10 Forty-one people responded to the survey, only three of which had not accessed support services themselves. The majority of respondents had experienced domestic violence, coercive control and psychological abuse.
- 4.11 The Bridgend Needs Assessment was shared with the Bridgend and Cwm Taf Morgannwg VAWDASV steering groups.
- 4.12 The Bridgend Needs Assessment together with the Needs Assessment for Cwm Taf Morgannwg (ie RCT and Merthyr) were used to inform the Cwm Taf Morgannwg Commissioning Strategy Advisory Report.
- 4.13 The Bridgend Needs Assessment and the Cwm Taf Morgannwg Commissioning Strategy Advisory Report were approved by Bridgend Community Safety

Partnership at their meeting on 10th June 2019 and by Bridgend Public Services Board at their meeting on 17th June 2019.

- 4.14 Membership of these boards covers all the agencies outlined in the VAWDASV Act.
- 4.15 For the purposes of this report the key findings from the Bridgend Needs Assessment and the review of existing provision , in respect of the Assia Suite, are detailed below:
- Accessibility of the existing drop in provision at the Assia Suite could be improved. Although suitable for some there could be improvements to privacy and confidentiality. In addition whilst there are some positives to co-location, its Civic Centre location may limit access to some.
 - The current provision is based on levels of risk with high risk Public Protection Notices (PPNs) referred to the IDVA service for intensive support and medium and standard risk PPNs referred to first point of contact / support in the community service delivered by the external provider.
 - In practice this can mean victims have multiple referrals between the two teams as their assessed level of risk changes. Very few standard PPN referrals result in individuals taking up an offer of support. In addition the administration of PPNs is extensive and can stretch staff capacity.
 - Communication and support between the staff teams in the Assia Suite can be improved.
 - There is disparity between the level of awareness of policies and procedures, safe practice and, as a result, differing levels of support and low staff morale. The separation of teams means there is also not always consistency in this respect.
 - Because the IDVA and Support in the Community provision is delivered by different organisations there is limited ability for staff to cover each other, for example to allow for team meetings.
 - There are inconsistencies in the knowledge / training of staff. For example IDVAs are trained to have an understanding of the criminal justice system and family law, the impact of domestic violence and abuse and act as the victims advocate. The separation of the roles i.e. IDVAs and Support Workers can create a hierarchy of knowledge and as such a hierarchy of provision to service users.
 - The separation of services and roles can cause duplication, communication gaps and inconsistent service provision.
- 4.16 As can be seen from the points above, the findings from the independent reviews suggest that improvements can be made in the provision delivered through the Assia Suite. Further, some of these issues are caused due to service delivery being

undertaken by two separate organisations, with staff of varying roles, experience and knowledge.

- 4.17 In order to help address these issues and to be able to deliver a needs led, consistent and high quality service it is proposed that the IDVA and current externally commissioned drop-in provision and floating support in the community teams are brought together to form a holistic, trauma informed qualified and experienced team that is managed in-house by BCBC.
- 4.18 This will provide the opportunity to reduce duplication and seek to ensure that pathways to other services are strengthened to improve victim experience.
- 4.19 The new service will provide a single point of contact and assessment for victims with one worker supporting the victim through their journey irrespective of level of risk.
- 4.20 With the aim of improving accessibility the new service would provide a flexible approach, with support offered in a variety of venues including community settings and the BCBC Early Help Hubs, where possible, together with a focused awareness raising campaign and a variety of access points to the service.
- 4.21 The current BCBC IDVA provision has received excellent feedback from service users and stakeholders, who are positive about the service provided. All IDVAs hold the Safe Lives Independent Domestic Violence Advocate (IDVA) qualification which is recognised as the industry standard.
- 4.22 Whilst in one team there may be specialisms, staff will be able to offer tailored support to high and medium risk survivors based on their need, as well their risk level. Delivering the service in this way will ensure better communication, less duplication and an equal quality of service for all survivors. Service users will be allocated a worker who will provide a package of support designed to meet their needs. That worker will remain with the service user until their safety plan is complete.
- 4.23 The aim will be for increased engagement and support as there would be fewer referrals between organisations. One team would also ensure parity of pay across the team and attainment of IDVA and other relevant qualifications as a condition of employment for all workers, ensuring high quality provision.
- 4.24 In order to facilitate this change staff from the externally commissioned provider would be transferred to BCBC in line with TUPE arrangements to create a new team, alongside the existing IDVA staff.
- 4.25 Details on job descriptions and person specifications for the new roles are still under consideration. It is proposed that the roles will have a more generic title, for example Domestic Abuse Prevention Advisor (DAPA), to reflect the breadth of skills and experience needed to undertake the role. A VAWDASV Service Delivery Manager would replace the existing Domestic Abuse Coordinator post to become the team's operational manager. This post would be funded by the VAWDASV Grant. The existing MARAC Coordinator post will remain and provide administrative support to the team. This post will continue to be funded by the PCC Grant. The proposed staff structure is set out at section 8.4 below.

- 4.26 If the proposals in this report are approved communication to the current externally commissioned provider will take place immediately and the current externally commissioned staff part of the Assia Suite will be offered the opportunity to become BCBC staff. The new team will begin service delivery on 1st May 2021. A restructure will then be undertaken to move all support staff to the DAPA role and the creation of the team structure as set out at section 8.4 below.
- 4.27 It should be noted that this proposal only relates to the Assia Suite elements of existing provision; a separate commissioning exercise will be undertaken for the other elements of the existing domestic abuse provision, including accommodation based services / refuge and provision to children and young people. This exercise will allow for continued service delivery of these elements from 1st May 2021.
- 4.28 The proposed in-house service will be established in line with the sector specialist quality standards to maximise safety and access to support for victims. In-house provision and subsequently commissioned services will be expected to demonstrate adherence to the relevant standards.
- 4.29 The reviews of provision detailed above have highlighted other gaps in provision, such as specialised services, including for victims of sexual violence and for members of the BAME community and other minority groups. These gaps are being considered on a longer term basis and will be considered as part of our work with local and regional VAWDASV Strategic Partnerships.
- 4.30 Discussions are ongoing to identify scope for a regional approach to the provision of support to people who are less likely to access support, including older people, male victims, LGBTQ, Gypsies and Travellers and BAME Communities . A proposed model includes outreach workers located in each of the local authority areas. In this way, survivors of less-common crimes such as trafficking, FGM, forced marriage and so called 'honour'-based violence, can access specialist support regardless of where they live.
- 4.31 Other joint regional commissioning arrangements for services for victims are being explored. These will include sexual violence, and child sexual abuse in particular, as these commonly impact on survivors' mental and physical health across the life course.
- 4.32 The proposed service will be delivered in house whilst the discussions outlined in sections 4.29 to 4.31 in relation to a regional approach to commissioning are undertaken.

5. Effect upon policy framework and procedure rules

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

6. Equality 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. As there will

be continued provision to service users there will be no expected negative impact in this regard.

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

7.1 This proposal demonstrates the sustainable development principle by ensuring that by meeting the needs of the present it does not compromise the ability of future generations to meet their own needs this is evidenced through the 5 ways of working:

- Long term – the proposal seeks to understand and mitigate the long term implications of domestic violence on victims and their children
- Prevention – delivering a service based on need as well as risk offers longer term support to prevent future incidents of domestic abuse. It will also help prevent medium and standard risk victims escalating to high risk
- Integration – the project contributes to the wellbeing goals: an equal Wales, a healthier Wales and Wales of Cohesive communities and to the Wellbeing objectives Supporting communities in Bridgend to be Safe and Cohesive, and Reducing Social and Economic Inequalities and the BCBC corporate priority helping people to be more self reliant
- Collaboration – the success of the service depends on collaboration with partners, in particular south Wales Police, National Probation Service, Cwm Taf Morgannwg Health Board
- Involvement – the independent needs assessment and review referred to at section 4.2 included extensive consultation with stakeholders and victims of domestic abuse

8. Financial implications

8.1 Whilst included as part of a larger contract, the approximate current spend on the drop in and community based support elements of the Integrated Domestic Abuse contract is £209,000. This is funded via BCBC's Housing Support Grant (HSG) allocation.

8.2 Table 1 below summarises the current staff expenditure on the Assia Suite.

Table 1
Current Cost for Assia Suite

| Expenditure | Amount (including on costs) | Funding Source |
|---|------------------------------------|-----------------------|
| Drop In and Floating Support elements of externally commissioned contract | £209,000 | HSG |
| DA Coordinator | £45,224 | VAWDASV Grant |
| IDVA | £32,883 | VAWDASV Grant |
| IDVA | £32,883 | VAWDASV Grant |
| IDVA | £32,883 | HSG |

| | | |
|--------------------------|-----------------|-----------|
| MARAC Coordinator | £17,175 | PCC Grant |
| Total Expenditure | £370,048 | |

8.3 As shown in the table above, in total BCBC currently spends approximately £370,048 per annum.

8.4 Table 2 below shows the cost of the proposed staff structure, following externally commissioned staff being transferred to BCBC and staff moved to a Domestic Abuse Prevention Adviser (DAPA) Grade, which has been evaluated by BCBC's Job Evaluation process.

Table 2
Proposed Staffing Structure / Funding

| Position Title | Contracted Hours | Full time Equiv 37 hours | BCBC Grade | Proposed Salary including on costs Salary (including on costs at 30%) |
|-------------------------|------------------|--------------------------|------------|---|
| Manager | 37 | 1 | 10 | £40,782 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| DAPA | 37 | 1 | 8 | £32,884 |
| Admin/MARAC Coordinator | 37 | 1 | 5 | £25,420 |

Total Costs (including on costs at 30%) **£329,274**

8.5 As can be seen above, the cost of the proposed new structure does not show an increased expenditure on this part of the service and current predictions show that there will be a reduction of £40,774 in costs to BCBC's Housing Support Grant allocation. This relates purely to the current expenditure on the Assia Suite.

8.6 BCBC Human Resources Team have reviewed information provided by the current externally commissioned provider to assess any implications in relation to TUPE and have confirmed that the process will be achievable, to allow for the new team to start provision by 1st May 2021.

8.7 As detailed above a tender exercise will need to be undertaken for other elements of delivery, including accommodation based services / refuge and children and young person's services. These costs will not be known until a tender exercise is completed, and there is a risk these could be higher than currently. Further reports will be brought back to Cabinet as appropriate.

9. Recommendation

9.1 It is recommended that Cabinet:

- Approves bringing the drop in provision and floating support / support in the community service, which is currently part of the Integrated Domestic Abuse Services contract, in-house; and
- Approves the development of a new needs led first point of contact / support in the community (including the drop-in and floating support/support in the community service, out reach surgeries) service for victims of domestic abuse that will be delivered in house by staff employed by BCBC,.

Gill Lewis
Interim Chief Officer - Finance, Performance and Change
20 October 2020

Contact officer: Martin Morgans
Head of Partnership Services

Telephone: (01656) 642154

Email: Martin.morgans@bridgend.gov.uk

Postal address: Civic Offices, Angel Street, Bridgend, CF31 4WB

Background documents:

The Bridgend Needs Assessment

The Review of the Violence against Women, Domestic Abuse and Sexual Violence Services in Bridgend,

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE CORPORATE DIRECTOR SOCIAL SERVICES & WELLBEING

NOVATION OF CONTRACTS FOR SERVICES PROVIDED BY BRIDGEND COUNTY CROSSROADS, CARING FOR CARERS

1. Purpose of report

1.1 The purpose of this report is:

to seek authority to waive the council's Contract Procedure Rules in accordance with CPR 3.2.9.4 in respect of the following contracts:

- the Provision of a Regulated Short Breaks Service
- the Provision of a Domiciliary Care 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 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 Bridgend County Crossroads, Caring for Carers (Bridgend County Crossroads) currently have two contracts with the Social Services and Wellbeing Directorate:

- (i) the provision of a Domiciliary Care Service; and
- (ii) the provision of a Regulated Short Breaks Service.

Both contracts were awarded to Bridgend County Crossroads following a procurement process for each contract and in accordance with Contract Procedure Rules.

3.2 The details of the contracts are as follows:

Domiciliary Care Contract:

Contract commencement date:01/01/2018

Expiry date: 31/12/2019 with the option to extend for up to a further 24 months

The contract has been extended to 31/12/2020. There is provision to extend up to a further 12 months beyond 31/12/2020 should it be required.

To date, during the current financial year, the provider is supplying an average of 164 hours per week to an average of 18 individuals per week.

Regulated Short Breaks Contract:

Commencement Date: 26/06/2019

Expiry Date: 25/06/21 with the option to extend for up to a further 24 months

To date, during the current financial year, the provider is supplying an average of 300 hours per week to an average of 47 individuals per week.

- 3.3 Bridgend County Crossroads has been operating under a group structure managed by Carers Trust South East Wales (CTSEW) since 1st August 2019. CTSEW have submitted to BCBC a formal request to novate the two contracts detailed in paragraphs 3.1 and 3.2 to CTSEW, to ensure all business and contractual matters come under the parent organisation.
- 3.4 Both contracts have provision allowing the provider to transfer the contract with the consent of the Council.

4. Current situation/proposal

- 4.1 The Council's Contract Procedure Rules (CPR) 3.2.9.4 provides that a contract can be modified without requiring a new procurement procedure where:
"a new Contractor replaces the one to which the Council had initially awarded the Contract as a consequence of:
(i) an unequivocal review clause or option in conformity with Rule 3.2.9.1, or
(ii) universal or partial succession into the position of the initial Contractor, following corporate restructuring, including takeover, merger, acquisition or insolvency, of another economic operator that fulfils the criteria for qualitative selection initially established, provided that this does not entail other substantial modifications to the Contract and is not aimed at circumventing the application of the Public Contract Regulations 2015;"
- 4.2 Both contracts with Bridgend County Crossroads contain express provision allowing for the novation of the contracts with the consent of the Council. In addition, the Social Services and Wellbeing Department have carried out due diligence on CTSEW and to ensure CTSEW met the requirements of the original criteria for qualitative selection initially established of the respective tenders for both contracts, CTSEW completed and returned the criteria for the initial qualitative selection and it was found that they fulfilled those requirements.
- 4.3 It is therefore proposed that the Council consents in writing to the proposed novation of the two contracts for the provision of a Regulated Short Breaks Service

and for the provision of a Domiciliary Care Service from Bridgend County Crossroads for to CTSEW and enter into a Deed of Novation for the respective contracts.

4.4 The overall nature of the contracts will not be altered by this novation and all contractual terms will remain unchanged.

4.5 There are currently no concerns in respect of the services being provided by Bridgend County Crossroads and therefore it is considered that there are no operational risks in novating the contracts.

5. Effect upon policy framework and procedure rules

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

6. Equality Impact Assessment

6.1 An Equality Impact Assessment (EIA) was undertaken in August 2020. It was found that a full EIA is not required as there would be no changes to the level of service received by individuals, and or their carers, supported should the novation be approved.

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

7.1 Novation of the contracts from Bridgend County Crossroads to CTSEW supports the five ways of working under the Wellbeing of Future Generations (Wales) Act 2015, as follows:

Long Term – novating the contracts to CTSEW will enable the continuity of the service and staff to individuals and/or their carers in receipt of the service.

Prevention – the Service supports people and/or their carers to continue to live independently in their community and maintain their relationships with staff who currently deliver the service.

Integration – the service provider will continue to work with individuals and/or their carers to enable to be supported in their community and supported to access their local community where required.

Collaboration – the service will continue to collaborate with individuals and/or their carers and benefits the community.

Involvement – the service supports individuals and/or their carers to be involved in the delivery of their care and support.

8. Financial implications

8.1 The anticipated remaining costs of the contracts estimated to the end of the contract term, including the potential extension periods should the Council decide to utilise these options, are expected to be in the region of £265k for the Domiciliary Care Contract delivered by CTSEW until 21/12/2021, and approximately £1m for the Regulated Shortbreaks Contract delivered by CTSEW until 25/06/23.

8.2 The sum estimated in paragraph 8.1 is not an additional cost but the same cost should no novation take place.

9. Recommendation(s)

9.1 It is recommended that Cabinet:

- Authorises the waiver of the Council's Contract Procedure Rules to allow the modification of the existing contract with Bridgend County Crossroads Caring for Carers in relation to the provision of a Domiciliary Care Service by consenting to the novation of that contract to Carers Trust South East Wales in accordance with CPR 3.2.9.4;
- Authorises the waiver of the Council's Contract Procedure Rules to allow the Authorises the modification of the existing contract with Bridgend County Crossroads Caring for Carers in relation to the provision of the Regulated Short Breaks Service by consenting to the novation of that contract to Carers Trust South East Wales in accordance with CPR 3.2.9.4;
- Delegate authority to the Corporate Director-Social Services and Wellbeing to provide written consent to the novation and enter into a deed of novation for the respective contracts in consultation with the Interim Head of Finance and Section 151 Officer and Chief Officer - Legal, HR and Regulatory Services and to arrange execution of the deed of novation on behalf of the Council, subject to such delegated authority being exercised in consultation with the Chief Officer - Legal, HR and Regulatory Services. .

Claire Marchant
Corporate Director – Social Services and Wellbeing
October 2020

Contact Officer
Pete Tyson
Group Manager, Commissioning
Peter.tyson@bridgend.gov.uk
01656 642667

Background documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE CORPORATE DIRECTOR SOCIAL SERVICES & WELLBEING

MULTI AGENCY PERMANENCE SUPPORT SERVICE – CHILDRENS SERVICES

1. Purpose of report

1.1 The purpose of this report is to:

- Request approval to be part of a tender process, within the Cwm Taf Morgannwg region, for a regional Multi Agency Permanence Support Service (MAPSS) for Children and Young People who are looked after, or with a plan for adoption, and enter into a regional collaboration agreement; and
- Seek authorisation to delegate authority for the Head of Children's Social Care to represent Bridgend County Borough Council and make decisions within the Children's Regional Project Board, which will provide governance for the regional Multi Agency Permanence Support 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/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.

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 Evidence demonstrates that a significantly higher proportion of Looked After Children (LAC) experience emotional, behavioural and mental health difficulties and have shown poor mental health than children in the general population.

- 3.2 Health services and local authorities need to work together to meet the needs of children and young people whose needs escalate, resulting in challenges in foster carers and adoptive families meeting their needs without additional support. This can result in poor outcomes for children and young people and a significant escalation in costs to public services if needs can not be met by providing additional support to foster families and adoptive carers.
- 3.3 The Multi Agency Permanence Support Service (MAPSS) offers an assessment to identify a child's needs and provides a range of therapeutic interventions and strategies to children and their carers, supporting the child to process traumatic and difficult life experiences.
- 3.4 Previously Bridgend was part of the Western Bay MAPSS which came to an end on 31st March 2020, following the changes in health boundaries and the new regional footprint that came into effect the year before.
- 3.5 The Institute of Public Care (IPC) review was commissioned by the Cwm Taf Morgannwg Children's Project Board, to review the mental health and wellbeing needs of children who are looked after, and a business case was developed to identify service requirements and support an application for Integrated Care Fund (ICF) funding.
- 3.6 The IPC review indicated the best outcomes will be achieved by an integrated approach to assessment and delivery of service, utilising existing multi-agency working with additional resource to establish a more effective approach to meeting the therapeutic needs of children looked after. Improving childrens therapeutic needs would result in more stable placements, lower placement costs overall, and improved outcomes for children.

4. Current situation/proposal

- 4.1 If a child who is looked after or adopted requires an assessment or any form of therapeutic services, Bridgend currently sources this provision through spot purchasing arrangements which are costly and time consuming, and quality and outcomes for the child can be variable.
- 4.2 Following the IPC review and the identified need for such a service across the region, it is being proposed to procure the MAPSS regionally with Rhondda Cynon Taff CBC, Merthyr Tydfil CBC and Bridgend.
- 4.3 The new service will appoint a specialist provider to help create a holistic, multi-disciplinary 'therapeutic intervention' service to support placement stability and achieve positive outcomes to children with the highest needs through joint working, robust assessments and a suite of therapeutic options.
- 4.4 The voice of the child and young people is paramount and will be central to the service and reflected through assessment, intervention and the review process. The tender documents ensure that the provider must have mechanisms in place for the child's voice to be heard, providing opportunities to feedback regarding the quality of support.

- 4.5 BCBC officers have worked with regional partners to develop the service specification for the procurement of the service provider and will participate in the tender process and evaluation panel. Rhondda Cynon Taf CBC will act as Lead Authority for the regional procurement exercise.
- 4.6 Robust performance measures shall be included in the tender documents to assess the short, medium and long term outcomes in order to demonstrate achievement and value for money. It is proposed that the service contract shall be for 3 years.
- 4.7 A collaboration agreement between the region will be established to set out how RCTCBC, BCBC and Merthyr Tydfil CBC shall work together and offer support to the service provider to deliver the service fully. Approval has been sought from the Corporate Procurement Manager to this arrangement.

5. Effect upon policy framework and procedure rules

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

6. Equality Impact Assessment

- 6.1 An initial Equality Impact Assessment screening has been undertaken and there are no direct equality implications as a consequence of 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 (Wales) Act 2014 (SSWBA) in turn, supports the promotion of two of the seven goals of the Well-Being of Future Generations (Wales) Act 2015 within the County Borough of Bridgend. By promoting an environment that maximises people's physical and mental well-being and by supporting children, young people, adults and their carers and families to fulfil their potential no matter what their circumstances, the wellbeing goals of a Healthier and more equal bridgend and Wales are supported.
- 7.2 The Well-being of Future Generations (Wales) Act 2015 provides the basis for driving a different kind of public service in Wales, 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 five ways of working to achieve the well-being goals have been considered in this report:
- Long Term – Social Services is demand led and the SSWBA focusses on sustainable prevention and 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 remodelling and transformation of services continues to be a priority. The Multi Agency Permanence Support Service promotes secure attachment as a means of helping children and young people and their carers maintain placements (living and educational) so that they can feel safe enough to develop supportive attachments/relationships, and opportunities for positive growth and resilience in the future.
 - Prevention – MAPSS will facilitate and support developing a shared understanding of the child's needs and their carer's difficulties, to determine

how best to intervene and respond to achieve positive outcomes and avoid the needs of young people escalating further.

- Integration – the implementation of the SSWBA requires local authorities to work with partners, particularly the NHS and the Police, to ensure care and support for people and support for carers is provided. The report evidences work with the Third Sector, enabling people to remain linked to communities, and work with young people to enable access to employment.
- Collaboration – The strategic planning and local delivery of integrated support and services are developed and agreed at a regional basis in order to provide the best possible intervention to people. Collaborating will help inform and support the regions vision in supporting children, and young people and families to have a full range of integrated services for children, young people and families with complex needs.
- 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. Financial implications

- 8.1 An application for Integrated Care Funding (ICF) was approved, awarding the region a total amount of £668,000 per annum for this financial year (2020/21) and the next financial year (2021/22).
- 8.2 The annual budget for the Multi Agency Permanence Support Service across the region is estimated at £668,000, over the 3 year life time of the contract the value will total approximately £2,004,000.
- 8.3 Welsh Government (WG) have confirmed ICF will be available up until March 2022, covering the total annual cost for 2020/21 and 2021/22.
- 8.4 If WG ICF is reduced or ceased post 2022, appropriate provisions will be written into the contract with the service provider to end the arrangement, or to allow amendments to reduce provision/funding, leaving minimal financial risk to the local authority.

9. Recommendation(s)

- 9.1 It is recommended that Cabinet:
 - approves BCBC entering into a regional collaboration agreement with Rhondda Cynon Taf County Borough Council and Merthyr Tydfil County Borough Council for the provision of MAPSS;
 - Delegates authority to the Corporate Director Social Services and Wellbeing in consultation with the Interim Head of Finance and Section 151 Officer and Chief Officer - Legal, HR and Regulatory Services to agree the terms of the regional collaboration agreement and any ancillary agreements and to arrange execution of the regional collaboration agreement on behalf of the Council, subject to such delegated authority being exercised in consultation with the Chief Officer - Legal, HR and Regulatory Services.

- approves BCBC being part of the regional procurement exercise to commission a service provider to provide the MAPSS, with Rhondda Cynon Taf County Borough Council acting as lead authority for the procurement and to note that approval to award the regional MAPSS service contract will be sought via delegated powers (under BCBC's Scheme of Delegation) once the procurement and evaluation process has been undertaken; and
- Delegate authority for the Head of Children's Social Care to represent and make decisions for BCBC as part of the Regional Project Board.

Claire Marchant
Corporate Director, Social Services and Wellbeing
October 2020

Contact Officer:

Laura Kinsey
Head of Children's Social Care
Laura.kinsey@bridgend.gov.uk
01656 642314

Background documents

- Institute of Public Care (IPC) – Improving the mental health and emotional well-being of Cwm Taf children who are Looked After – Business case for investment in service improvement

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE MONITORING OFFICER

REGULATION OF INVESTIGATORY POWERS ACT 2000

1. Purpose of Report

- 1.1 The purpose of the report is to seek Cabinet approval of the revised policy under the Regulation of Investigatory Powers Act 2000 (RIPA).

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 RIPA provides a framework for certain public bodies, including local authorities, to use covert surveillance to gather information about individuals without their knowledge for the purposes of undertaking statutory functions in connection with the prevention and detection of crime.
- 3.2 RIPA activity and authorisations are governed by Codes of Practice and Guidance issued by the Investigatory Powers Commissioner (IPC) and the Home Office.
- 3.3 Local authorities are subject to regular inspections from the IPC, the last Council inspection having taken place successfully in May 2017. At the time of drafting this report, the Council is due to be inspected on 15th October 2020.
- 3.4 Members are required to review the use of RIPA and set the policy at least once a year. Elected Members cannot be involved in decisions on specific authorisations, but have oversight of the process.

4. Current situation / proposal

- 4.1 The Council has always been very sparing in its use of RIPA. It is only used in cases where it is important to obtain information to support potential criminal proceedings, and only where that information cannot be obtained by any other means. There have been no authorisations for RIPA since April 2014.
- 4.2 Other reasons likely to account for the reduction in the number of authorisations being sought are:
- a reduction in the number of incidents requiring investigation, and
 - increased awareness of the scope of RIPA and the alternatives to covert surveillance as a result of training delivered to Authorising Officers.
- 4.3 Overall responsibility for the use of RIPA lies with the Monitoring Officer who acts as the Senior Responsible Officer. The policy attached as **Appendix 1** has been reviewed and updated to ensure it remains fit for purpose and in accordance with the revised Codes of Practice issued by the Home Office.

5. Effect upon Policy Framework & Procedure Rules

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

6. Equality Impact Assessment

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

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

- 7.1 The wellbeing 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 wellbeing goals/objectives as a result of this report.

8. Financial implications

- 8.1 There are no financial implications arising from this report.

9. Recommendation

- 9.1 Cabinet is recommended to approve the revised policy attached as **Appendix 1**.

Contact Officer: Kelly Watson, Chief Officer – HR, Legal and Regulatory Services
Telephone: (01656) 643248
E-mail: Kelly.watson@bridgend.gov.uk
Postal Address Civic Offices,
Angel Street,
Bridgend,
CF31 4WB

Background Documents

None.

Bridgend County Borough Council

Policy on Directed Surveillance and Covert Human Intelligence Sources under the Regulation of Investigatory Powers Act 2000

Contents

- 1 Introduction to RIPA 2000
- 2 Types of Surveillance
- 3 Authorisation of Surveillance
Necessity and Proportionality
Duration
Renewals
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Reviews
- 4 Drive Bys
- 5 CCTV
- 6 Internet and Social Networking Sites
- 7 Covert Human Intelligence Source (CHIS)
- 8 Collaborative Working
- 9 Record Management
- 10 General Considerations

Appendices

- 1 Identification of Senior Responsible Officer and Designated Authorised Officers
- 2 RIPA Authorisation Flow Chart
- 3 Home Office Local Authority Procedure Flow Chart: Application to a Justice of the Peace seeking an Order to approve the grant of a RIPA Authorisation or Notice.

Introduction

- 1.1 In carrying out its duties the Council may need to conduct appropriate investigations into allegations or concerns brought to its attention and such investigations may necessarily require covert surveillance. The Regulation of Investigatory Powers Act 2000 (RIPA) provides a regulatory framework governing interception of communications, surveillance and associated activities. This is to ensure the powers are used lawfully and in a way that is compatible with the European Convention on Human Rights. Through the application of authorisation procedures and Magistrates Court approval it ensures that a balance is maintained between the public interest and the human rights of individuals.
- 1.2 This Policy is based upon the requirements of RIPA and Home Office's Code of Practices on Covert Surveillance and Covert Human Intelligence Sources. Copies of the Home Office's Codes of Practice are available on their website. Forms to record applications and decisions in writing are also available on the website.
- 1.3 The Council takes its statutory responsibilities seriously and will at all times ensure that any such surveillance or use of an intelligence source carried out is authorised and in accordance with the legislation. Investigations which are not authorised could leave the Council open to challenge by individuals who consider that there has been an intrusion into their privacy.
- 1.4 It is considered good practice for public authorities to appoint a Senior Responsible Officer (SRO) to be made responsible for the integrity of the process in place for the management of surveillance. The current SRO for the Council is identified in Appendix 1. Whilst legislation does not preclude the SRO's use as an Authorising Officer, it is unlikely that he/she would be regarded as objective if he/she oversees his/her own authorisations.

Types of Surveillance

- 2.1 Surveillance can be overt or covert. Overt surveillance does not require authorisation under RIPA and covers all situations where surveillance is not covert. The use of such surveillance is to be commended where the required result can be achieved by this means.
- 2.2 Covert surveillance is carried out in a manner calculated to ensure that the person subject to the surveillance is unaware that it is or may be taking place.
- 2.3 There are three types of covert surveillance:

'Intrusive Surveillance' - the Council has no statutory power to grant authorisations for intrusive surveillance but it is included here to alert officers to be aware of inadvertently breaching this rule.

Intrusive surveillance is covert and carried out in relation to anything taking place on any residential premises or any private vehicle. Anything that occurs on residential premises or any private vehicle and involves the presence of someone on the

premises or in the vehicle or is carried out by means of a surveillance device will be intrusive. If the device is not on the premises or in the vehicle, it is only intrusive if it consistently produces information of the same quality as if it were.

Residential Premises includes any premises as is for the time being occupied or used by any person, however, temporary, for residential purposes or otherwise as living accommodation. It will not include communal areas, front gardens or driveways visible to the public.

Private vehicles will be those used primarily for the private purpose of the person who owns it or a person otherwise having the right to use it.

‘Directed Surveillance’ – this is covert surveillance that is not intrusive and is undertaken for the purposes of a specific investigation in a way that is likely to produce private information about a person. It must be necessary and proportionate to what it seeks to achieve.

‘Covert Human Intelligence Source’ (CHIS) – this is the use or conduct of someone who establishes or maintains a personal or other relationship with a person for the covert purpose of obtaining information. It must be necessary and proportionate to what it seeks to achieve.

Authorisation for Surveillance

- 3.1 As soon as a plan of action is decided upon which involves covert surveillance or the use of CHIS appropriate authorisation should be sought in advance.
- 3.2 All RIPA authorisations will require Magistrates Court approval in the form of an Order to take effect. The Home Office guidance on the judicial approval process for RIPA is available on the Home Office website.
- 3.3 The procedure outlined in the flowchart at Appendix 2 should be followed by Officers to ensure formal quality assurance.
- 3.4 All applications for authorisation of directed surveillance must be in writing and stipulate:
 - how the surveillance will be conducted;
 - the grounds on which authorisation is sought. Authorisations cannot be granted unless specific criteria are satisfied. **For the Council, the only ground for authorisation is for the purpose of preventing or detecting crime which -**
 - (a) constitutes one or more criminal offences, or
 - (b) is, or corresponds to, any conduct which, if it all took place in England and Wales, would constitute one or more criminal offences.

And the criminal offence or one of the criminal offences is or would be-

- (a) an offence which is punishable, whether on summary conviction or on indictment, by a maximum term of at least 6 months of imprisonment, or
- (b) an offence under:
 - section 146 of the Licensing Act 2003 (sale of alcohol to children);
 - section 147 of the Licensing Act 2003 (allowing the sale of alcohol to children);

- section 147A of the Licensing Act 2003 (persistently selling alcohol to children);
- section 7 of the Children and Young Persons Act 1933 (sale of tobacco, etc, to persons under eighteen)
- a full account of the investigation or operation (including full details of where the surveillance is to take place);
- likelihood of acquiring any confidential material as a consequence of the surveillance;
- the details of any potential collateral intrusion and an assessment of the risk of such intrusion or interference. There is an obligation on officers to ensure that collateral intrusion is minimised and is not excessive in the circumstances
- the reasons why the directed surveillance is considered to be proportionate to what it seeks to achieve (including the relevant circumstances);
- the identities, where known, of those to be the subject of directed surveillance;
- an explanation of the information which it is desired to obtain as a result of the authorisation;
- where the authorisation is sought urgently, reasons why the case is considered to be urgent;
- a subsequent record of whether authority was granted or refused, by whom and the time and date.

3.5 Applications to the Court for an approval of an authorisation must be made in accordance with the requirements of the Court. Legal Services must be consulted on the application form to the Magistrates Court.

The applicant must:

- apply in writing and serve the application on the court officer;
- attach the authorisation or notice which the applicant wants the court to approve;
- attach such other material (if any) on which the applicant relies to satisfy the court of the statutory requirements;
- attach the proposed terms of the Order (Annex B court document);
- the forms and supporting documentation **MUST** make the case it is not enough for an officer to provide oral evidence not supported by the contents of the paper;
- provide the court (on request) with a signed Delegated Power authorising the appearance of the local authority in legal proceedings.

3.6 Appendix 3 outlines the local authority procedure for seeking an order from the Magistrates Court.

3.7 The Officers within the Council entitled to grant authorisations are specified in legislation and are those whose posts appear in Appendix 1, however; it is important that all those involved in undertaking surveillance are fully aware of the extent and limits of the authorisation in question.

3.8 Wherever knowledge of confidential information is likely to be acquired, a higher level of authorisation is needed. Confidential information consists of communications subject to legal privilege, communications between a Member of

Parliament and another person on constituency matters, confidential personal information, or confidential journalistic material. So, for example, extra care should be taken where, through the use of surveillance, if it is likely that knowledge will be acquired of communications between a minister of religion and an individual relating to the latter's spiritual welfare, or between a Member of Parliament and a constituent relating to constituency matters, or wherever matters of medical or journalistic confidentiality or legal privilege may be involved. Authorisation can only be provided by the Chief Executive or in his/her absence the Monitoring Officer.

- 3.9 Authorising Officers should not be responsible for authorising their own activities. Because of the number of officers designated as Authorising Officers within the Council, this situation should be avoidable.

Necessity and Proportionality

- 3.10 In signing the application an Authorising Officer must give personal consideration to the necessity and proportionality of the proposed surveillance prior to applying to the Magistrates for approval and must personally ensure that the surveillance is reviewed and cancelled.
- 3.11 Proportionality will involve balancing the seriousness of intrusion into the privacy of the subject of the operation (or any other person who may be affected) against the need for the activity in investigative and operational terms. The authorisation will not be proportionate if it is excessive in the overall circumstances of the case. Each action authorised should bring an expected benefit to the investigation or operation and should not be disproportionate or arbitrary. The fact that a suspected offence may be serious will not alone render intrusive actions proportionate. Similarly, an offence may be so minor that any deployment of covert techniques would be disproportionate.
- 3.12 No activity should be considered proportionate if the information which is sought could reasonably be obtained by other less intrusive means. The following elements of proportionality should be considered:
- balancing the size and scope of the proposed activity against the gravity and extent of the perceived crime or offence;
 - explaining how and why the methods to be adopted will cause the least possible intrusion on the subjects and others;
 - considering whether the activity is an appropriate use of the legislation and a reasonable way, having considered all reasonable alternatives, of obtaining the necessary result;
 - evidencing, as far as practicable, what other methods had been considered and why they were not implemented.
- 3.13 If the Authorising Officer is unsure on any matter s/he should seek advice from the SRO.
- 3.14 Urgent authorisations should not be necessary. An authorisation is not to be regarded as urgent where the need for an authorisation has been neglected or the urgency is of the Authorising Officer's or Applicant's own making. The Magistrates Court may consider an authorisation out of hours in **exceptional** circumstances. Please refer to Appendix 3 for the procedure to be followed when an authorisation is urgent and cannot be handled the next working day.

- 3.15 Officers conducting covert surveillance will have a full briefing and be required to read the authorisation granted to ensure that their activity is based on what has been specifically authorised and not merely what has been requested.

Duration

- 3.16 An authorisation granted by an Authorising Officer will cease to have effect (unless renewed) at the end of a period of three months beginning with the day on which it took effect.
- 3.17 As soon as the decision is taken that directed surveillance should be discontinued, the instruction must be given to those involved to stop all surveillance. The date and time when such an instruction was given should be recorded.

Renewals

- 3.18 If at any time before an authorisation would cease to have effect, the Authorising Officer considers it necessary for the authorisation to continue for the purpose for which it was given, he may renew it in writing for a further period of three months. Applications for renewal should only be made shortly before the authorisation is due to expire and must be submitted to the Magistrates Court for approval before they can be effective.
- 3.19 Authorisations may be renewed more than once if necessary, provided they continue to meet the criteria for authorisation and are approved by the Magistrates Court.
- 3.20 All applications for the renewal of an authorisation should record:
- whether this is the first renewal or every occasion on which the authorisation has been renewed previously;
 - any significant changes to the information as outlined in the original application;
 - the reasons why it is necessary to continue with the surveillance;
 - the content and value to the investigation or operation of the information so far obtained by the surveillance;
 - the results of regular reviews of the investigation or operation.
- 3.21 In rare circumstances renewals may be granted orally in urgent cases but will still require the approval of the Magistrates Court.

Cancellations

- 3.22 The Authorising Officer who granted or last renewed the authorisation must cancel it if s/he is satisfied that the directed surveillance no longer meets the criteria upon which it was authorised. The cancellation should include how the surveillance assisted the investigation. When cancelling an authorisation, an Authorising Officer must ensure that proper arrangements have been made for the activity's discontinuance, including the removal of any technical equipment. Where the Authorising Officer is no longer available, this duty will fall on any one of the other Authorising Officers listed at Appendix 1.

Reviews

- 3.23 Reviews of authorisations should be undertaken on a monthly basis to assess the need for the surveillance to continue. The results of a review should be recorded.

Where the surveillance provides access to confidential information or involves collateral intrusion authorisations for such surveillance should be reviewed frequently.

- 3.24 If the Authorising Officer is in any doubt s/he should ask the SRO before any directed surveillance is authorised, renewed, cancelled or rejected.

Drive Bys

- 4.1 'Drive by' surveillance may or may not need a RIPA authorisation and it is not acceptable to prescribe a minimum number of passes before an authorisation is required. Where an officer as part of an investigation, intends to drive by a property to establish the location of a property then an authorisation is unlikely to be required. However, if the drive by is to assess for signs of occupation and a record is to be made or the drive bys are repeated and/or systematic, then an authorisation may be required. Consideration should also be given to the likelihood of collateral intrusion.

CCTV

- 5.1 The use of overt CCTV cameras does not normally require an authorisation as members of the public will be aware that such systems are in use (e.g. visible signage). However, where overt CCTV cameras are used in a covert and pre-planned manner as part of a specific investigation or operation, an authorisation should be considered.
- 5.2 If a law enforcement agency (eg Police) wishes to use the Council's CCTV system for directed surveillance, a copy of the authorisation will be required (redacted if necessary to prevent the disclosure of sensitive information) and the equipment will only be used in accordance with the authorisation.

Internet and Social Networking Sites

- 6.1 Although social networking and internet sites are easily accessible, consideration must still be given about whether a RIPA authorisation should be obtained if they are going to be used during the course of an investigation. If the study of an individual's online presence becomes persistent, or where material obtained from any check is to be extracted and recorded and may engage privacy considerations, RIPA authorisations may need to be considered.
- 6.2 Care must be taken to understand how the social media site being used works. Officers must not be tempted to assume that one service provider is the same as another or that the services provided by a single provider are the same.
- 6.3 Depending on the nature of the online platform, there may be a reduced expectation of privacy where information relating to a person or group of people is made openly available within the public domain, however in some circumstances privacy implications still apply. This is because the intention when making such information available was not for it to be used for a covert purpose such as investigative activity. This is regardless of whether a user of a website or social media platform has sought to protect such information by restricting its access by activating privacy settings.
- 6.4 In order to determine whether a directed surveillance authorisation should be sought for accessing information on a website as part of a covert investigation or

operation, it is necessary to look at the intended purpose and scope of the online activity it is proposed to undertake. Factors that should be considered in establishing whether a directed surveillance authorisation is required include:

- Whether the investigation or research is directed towards an individual;
- Whether it is likely to result in obtaining private information about a person or group of people;
- Whether it is likely to involve visiting internet sites to build up a picture or profile;
- Whether the information obtained will be recorded and retained;
- Whether the information is likely to provide an observer with a pattern of lifestyle;
- Whether the information is being combined with other sources of information, which amounts to information relating to a person's private life;
- Whether the investigation or research is part of an ongoing piece of work involving repeated viewing of the subject(s);
- Whether it is likely to involve identifying and recording information about third parties, such as friends and family members of the subject of interest, or information posted by third parties, that may include private information and therefore constitute collateral intrusion into the privacy of these third parties.
- Conversely, where the Council has taken reasonable steps to inform the public or particular individuals that the surveillance is or may be taking place, the activity may be regarded as overt and a directed surveillance authorisation will not normally be available.

Example 1: *An officer undertakes a simple internet search on a name, address or telephone number to find out whether a subject of interest has an online presence. This is unlikely to need an authorisation. However, if having found an individual's social media profile or identity, it is decided to monitor it or extract information from it for retention in a record because it is relevant to an investigation or operation, authorisation should then be considered.*

Example 2: *The Council undertakes general monitoring of the internet in circumstances where it is not part of a specific, ongoing investigation or operation to identify themes, trends, possible indicators of criminality or other factors that may influence operational strategies or deployments. This activity does not require RIPA authorisation. However, when this activity leads to the discovery of previously unknown subjects of interest, once it is decided to monitor those individuals as part of an ongoing operation or investigation, authorisation should be considered.*

6.5 An authorisation for the use and conduct of a CHIS (see paragraph 7) may be needed if a relationship is established or maintained by the officer on behalf of the Council without disclosing his or her identity (i.e the activity will be more than mere reading of the site's content). This could occur if an officer covertly asks to become a 'friend' of someone on a social networking site.

- 6.6 It is not unlawful for an officer to set up a false identity but it is inadvisable to do so for a covert purpose without authorisation.
- 6.7 An officer should not adopt the identity of a person known, or likely to be known, to the subject of interests or users of the site without authorisation, and without the explicit consent of the person whose identity is used, and without considering the protection of that person.

Covert Human Intelligence Source (CHIS)

- 7.1 Under the 2000 Act, a person is a CHIS if:
- they establish or maintain a personal or other relationship with a person for the covert purpose of facilitating the doing of anything falling within paragraph 26(8)(b) or (c) of the Act;
 - they covertly use such a relationship to obtain information or to provide access to any information to another person; or
 - they covertly disclose information obtained by the use of such a relationship or as a consequence of the existence of such a relationship.
- 7.2 **Urgent advice from Legal should be sought should the use and conduct of a CHIS be considered. The Council is not required to seek or obtain an authorisation just because one is available. The use or conduct of a CHIS can be a particularly intrusive and high risk covert technique, requiring dedicated and sufficient resources, oversight and management.**
- 7.3 There is a separate Code of Practice for CHIS issued by the Home Office which officers should carefully study if a CHIS authorisation is sought. The same principles outlined above for directed surveillance apply to CHIS and should be followed including necessity and proportionality.
- 7.4 Officers should consider the security and welfare of the source and the foreseeable consequences to others in relation to what they are being asked to do. A risk assessment must be carried out before any authorisation is granted, at any renewal, review and cancellation.
- 7.5 Following authorisation and approval from the Magistrates Court, one officer is to be tasked with the day to day running of the CHIS, contact with them, giving them their tasks and keeping confidential records about what they achieve. A separate officer is to be appointed to oversee the use made of the CHIS.
- 7.6 An authorisation should not be granted for the use or conduct of a source unless believed that there are arrangements in place for ensuring there is at all times a person with the responsibility for maintaining a record of the authorisation and use made of source.
- 7.7 In deciding whether authorisation is required for a test purchase operation (for example in relation to sales of age restricted products), consideration should be given to:
- whether the activity is likely to result in the obtaining of private information about any person, and

- whether the test purchaser establishes or maintains a personal or other relationship with the seller.

In circumstances where the exercise is considered to fall outside the scope of RIPA, the reasons for this decision should be recorded.

- 7.8 An authorisation granted in writing by an Authorising Officer and approved by a Magistrates Court for the conduct or use of a CHIS will cease to have effect (unless renewed) at the end of a period of 12 months beginning with day on which it took effect.
- 7.9 Subject to legal privileged information, material obtained from a CHIS may be used as evidence in criminal proceedings whether these proceedings are brought by the Council or by another public authority.
- 7.10 Where the product of the use or conduct of a CHIS could be relevant to pending or future criminal or civil proceedings, it should be retained in accordance with applicable disclosure requirements.
- 7.11 Subject to legal privileged information, there is nothing under the Act which prevents material obtained from authorisations for the use or conduct of a CHIS for a particular purpose from being used to further other purposes.
- 7.12 When cancelling an authorisation, an Authorising Officer must ensure that proper arrangements have been made for the activity's discontinuance including directions for the management of the product.
- 7.13 An officer who conducts activity on the internet in such a way that they may interact with others, whether by publicly open websites or more private exchanges, in circumstances where the other parties could not reasonably be expected to know their true identity, should consider whether the activity requires a CHIS authorisation. A directed surveillance authorisation should also be considered, unless the acquisition of that information is or will be covered by the terms of an applicable CHIS authorisation.

Collaborative Working

- 8.1 When granting or applying for an authorisation, the officer will need to be aware of particular sensitivities in the local community where the surveillance or property interference is taking place, and of any similar activities being undertaken by other public authorities which could impact on the deployment of surveillance. It is therefore recommended that where an Authorising Officer considers that conflicts might arise, they should consult a senior officer within the police force area in which the investigation or operation is to take place.
- 8.2 Where possible, the Council should seek to avoid duplication of authorisations as part of a single investigation or operation. The Council may therefore work in conjunction with other agencies to carry out surveillance. It will not be necessary for each party to complete its own form of authorisation and the Council can rely upon a duly authorised form completed by another agency providing that the Authorising Officer and Legal Services are made aware and it has been approved by the Magistrates Court if required. Duplication of authorisations does not affect

the lawfulness of the activities to be conducted, but may create an unnecessary administrative burden on the Council.

- 8.3 A copy of the relevant forms and Magistrates Court approval should be obtained and copies kept in the same manner as an authorisation granted by the Council.
- 8.4 If an officer has any concerns regarding an authorisation, review or renewal completed by another agency they should refer the matter to Legal Services at the earliest opportunity.

Record Management

- 9.1 Authorising Officers must send the original of any authorisation, any cancellation, renewal or review to the SRO within 2 working days of the issue.
- 9.2 The Council must keep records relating to all authorisations, Magistrates Court approvals, reviews, renewals, cancellations and refusals in accordance with the Home Office Code of Practice. A Central Register of all authorisations, Magistrates approvals, reviews, renewals, cancellations, refusals and records of oral authorisations will be monitored and maintained by the SRO with each Department keeping their own file of copies of their authorisations.
- 9.3 Records must be available for inspection by the Investigatory Powers Commissioner and retained to allow the Investigatory Powers Tribunal to undertake its functions. Although records are only required to be retained for at least three years, it is therefore desirable, if possible, to retain records for up to five years. Such information will be reviewed at appropriate intervals to confirm that the justification for its retention is still valid and will be securely destroyed as soon as it is no longer needed for authorisation purposes.
- 9.4 There are separate and specific record keeping requirements where use is made of CHIS. Records should be maintained in such a way as to preserve the confidentiality of the source and the information provided by that source. There should at all times be a designated person in the Council with responsibility for maintaining a record of the use made of the source.
- 9.5 Documents created under the RIPA procedure are highly confidential and shall be treated as such. Authorising Officers, through the Data Protection Officer must ensure compliance with the appropriate data protection requirements under the Data Protection Act 2018 and the Council's internal arrangements relating to the handling and storage of material. The procedures and safeguards outlined in the Home Office Code of Practice will also be applied in relation to the handling of any material obtained through directed surveillance. Any breaches of data protection requirements should be reported immediately to the Data Protection Officer.
- 9.6 The SRO will ensure that robust and adequate arrangements are in place for the secure handling, storage and destruction of material obtained through the use of surveillance. The Council's internal safeguards will be kept under periodic review to ensure that they remain up to date and effective. Where the material could be relevant to pending or future criminal proceedings, it should be retained in accordance with established disclosure requirements for a suitable period and subject to review.

General Considerations

- 10.1 The SRO will ensure that guidance and training on RIPA is provided to staff requiring it. A record of those receiving training will be kept by the SRO.
- 10.2 Complaints may be dealt with by means of the Council's Corporate Complaints procedure and/or by virtue of a complaint to the Investigatory Powers Tribunal (IPT). The IPT has jurisdiction to investigate and determine complaints against the Council's use of investigatory powers, and is the only appropriate tribunal for human rights claims against the intelligence services. Following receipt of a complaint or claim from a person, the IPT can undertake its own enquiries and investigations and can demand access to all information held by the Council necessary to establish the facts of a claim and to reach a determination.
- 10.3 The body responsible for the oversight of RIPA is the Investigatory Powers Commissioner (IPC). The IPC are authorised to carry out inspections of the Council to review intelligence gathering procedures and administration processes.
- 10.4 This Policy is a public document and is operational forthwith, replacing any previous policies and procedures. It will be reviewed from time to time by the SRO and the Council's Cabinet shall set this Policy annually to ensure that it remains fit for purpose.
- 10.5 Further advice on good practice is contained within the Home Office Codes of Practice as outlined at paragraph 1.2.

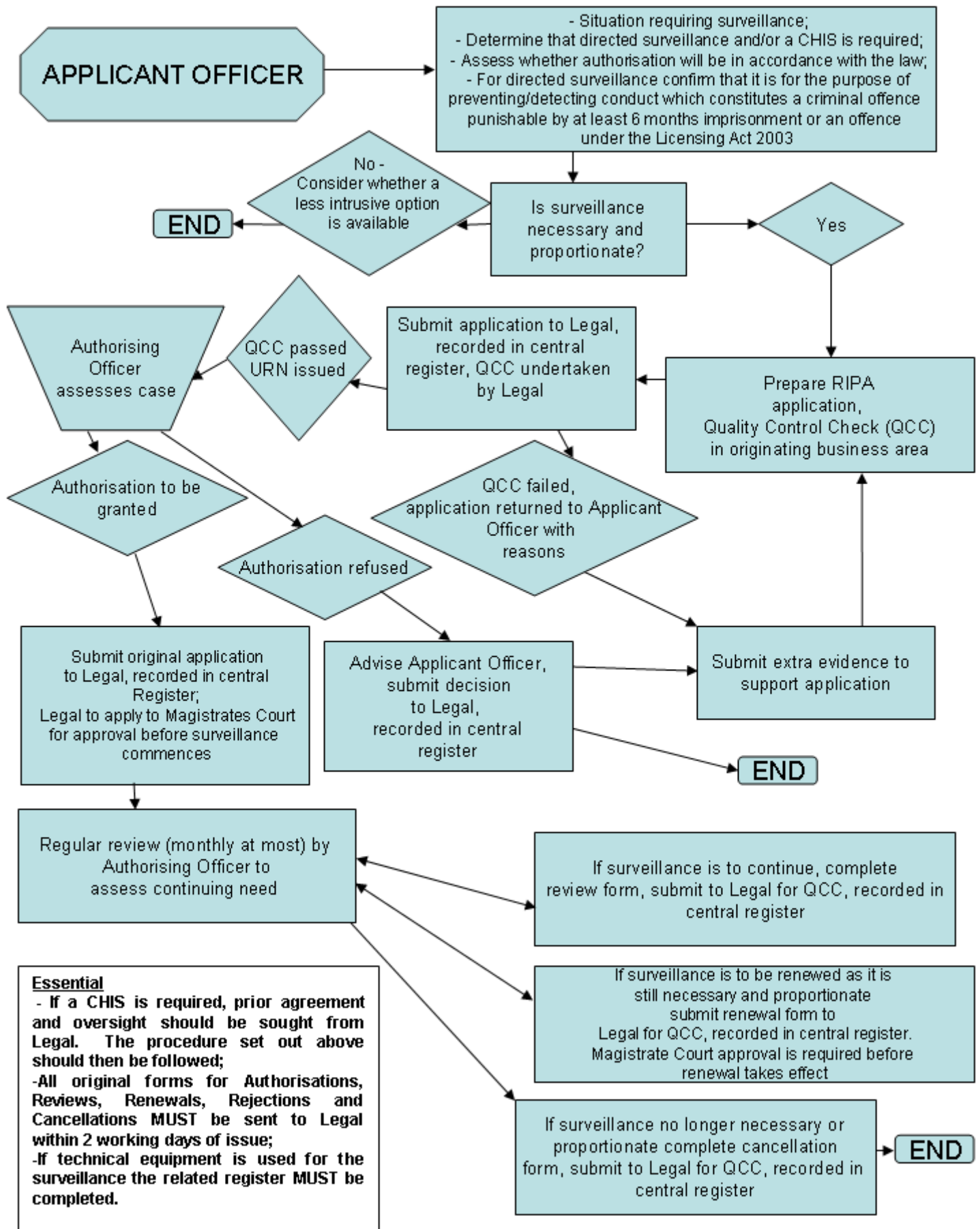
Senior Responsible Officer

The Monitoring Officer is authorised to act as the Senior Responsible Officer.

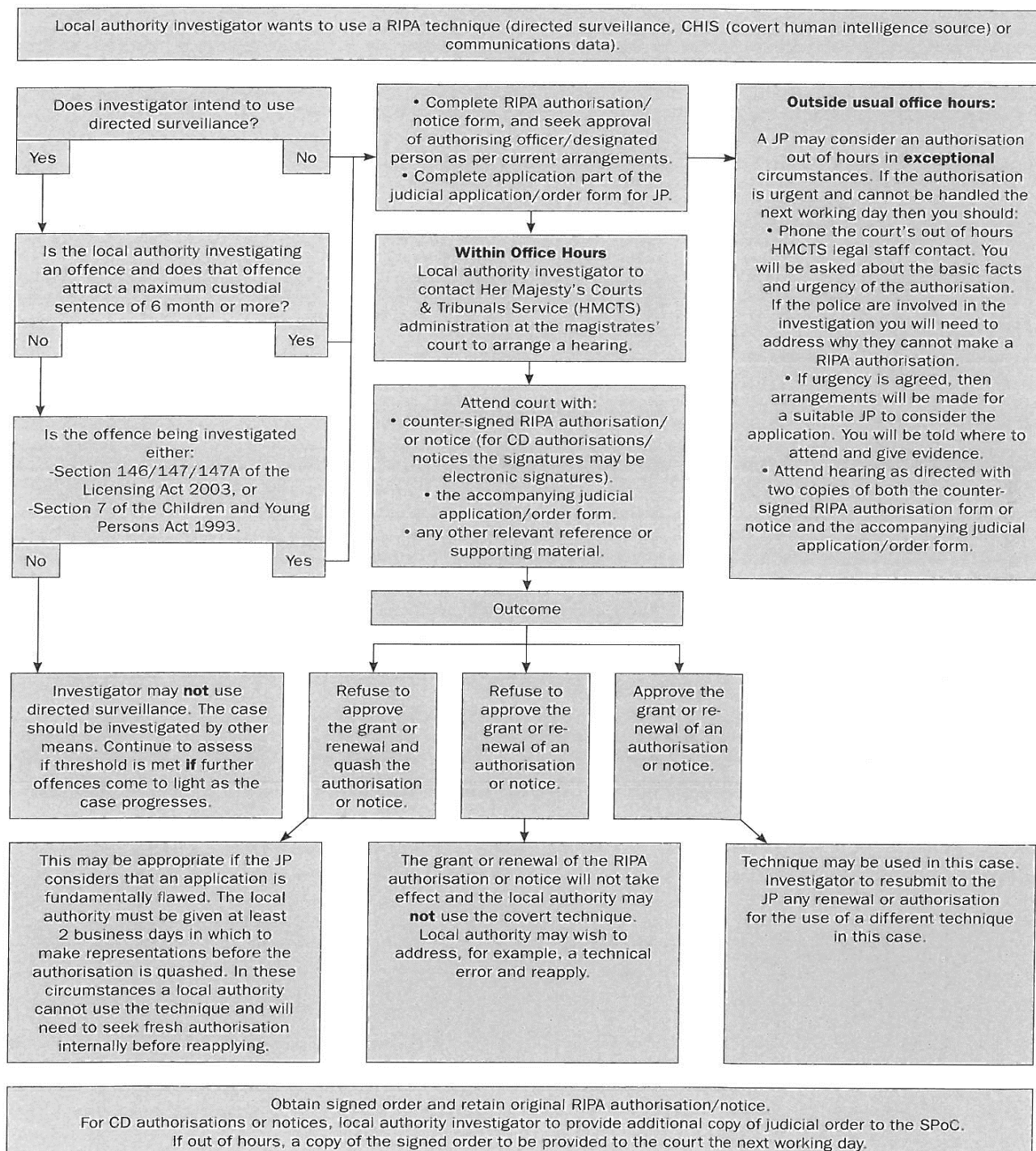
List of Designated Posts Nominated to Authorise Surveillance Activity in Bridgend County Borough Council under the Regulation of Investigatory Powers Act 2000.

| <u>Post</u> | <u>Directorate/Department</u> |
|---|--------------------------------------|
| Chief Executive (Head of Paid Service) | Chief Executive |
| Head of Partnership Services | Chief Executive |
| Head of Operations – Community Services | Communities |

RIPA AUTHORISATION FLOW CHART



LOCAL AUTHORITY PROCEDURE: APPLICATION TO A JUSTICE OF THE PEACE SEEKING AN ORDER TO APPROVE THE GRANT OF A RIPA AUTHORISATION OR NOTICE



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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE MONITORING OFFICER

REPRESENTATION ON OUTSIDE BODIES & JOINT COMMITTEES

1. Purpose of report

- 1.1 The purpose of this report is to seek Cabinet's approval for the appointment of Members to joint committees and the nomination of Members to outside bodies. A list of the joint committees and outside bodies concerned is appended to this report at Appendix 1.

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 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.

- 2.2 The Authority's continuing partnership working with a wide range of organisations within the County Borough contributes to the achievement of the corporate well-being objectives.

3. Background

- 3.1 The Authority is represented on a number of outside bodies and joint committees as listed in Appendix 1.

4. Current situation/proposal

- 4.1 It is proposed that Members be appointed for a term of one year except where earlier revocation of appointment is appropriate.

4.2 It is proposed that where Cabinet nominates on the basis of a Member's role within the Authority the appointment be attached to the role and not to the individual Member, e.g. Scrutiny Chair, Cabinet Member.

4.3 All appointments are made with the assumption that appointees represent Bridgend County Borough Council. Should any appointee cease to be a Bridgend County Borough Councillor, they will cease to represent this Authority and are expected to relinquish their appointments as necessary.

5. Effect upon policy framework and procedure rules

5.1 None

6. Equality Impact Assessment

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

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

7.1 The following is a summary of the implications to show how the 5 ways of working have been used to formulate the recommendation:

- Long-term - The approval of this report will assist in the long term planning of the business of the Council by the continuation of effective relationships with other organisations.
- Prevention - Continued and relevant representation supports the Council by enhancing its current and future relationships.
- Integration - The report supports all the wellbeing objectives.
- Collaboration - This report supports partnership working with other organisations both locally and regionally.
- Involvement - This report will maintain a relationship with other organisations through effective partnership working.

8. Financial implications

8.1 There are no financial implications.

9. Recommendation

9.1 Cabinet is recommended to: -

8.1 appoint the requisite number of Members to the joint committees and other outside bodies as listed in **Appendix 1**.

K Watson
Chief Officer- Legal, HR and Regulatory Services

2nd October 2020

Contact Officer: Ruth Ronan
Senior Democratic Services Officer - Support

Telephone: (01656) 643250

E-mail: Ruth.Ronan@bridgend.gov.uk

Postal Address Democratic Services
Legal & Regulatory Services
Level 4
Civic Offices

Background documents

None.

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JOINT COMMITTEES -CABINET

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| SERIAL | ORGANISATION | REQUIRED REPRESENTATION | CURRENT/PROPOSED REPRESENTATION |
|--------|--|--|--|
| a. | Coychurch Crematorium Joint Committee | One Cabinet Member and five other County Borough Councillors | <ol style="list-style-type: none"> 1. Cabinet Member – Communities 2. Councillor A Pucella 3. Councillor E Venables 4. Councillor J Williams 5. Councillor J C Spanswick 6. Councillor JP Blundell |
| b. | Glamorgan Archives Joint Committee | One Cabinet Member and one other County Borough Councillor | <ol style="list-style-type: none"> 1. Cabinet Member – Education and Regeneration 2. Cabinet Member – Social Services and Early Help |
| c. | Capita Glamorgan Ltd. Joint Venture Committee | Two Cabinet Members and three other County Borough Councillors | <ol style="list-style-type: none"> 1. Cabinet Member – Communities 2. Deputy Leader 3. Chairperson – Scrutiny Subject Committee 3 (J Spanswick) 4. Councillor – Cllr P A Davies 5. Councillor – Cllr G Thomas |
| d. | Central South Consortium Joint Education Committee | Cabinet Member – Education, and Regeneration | <ol style="list-style-type: none"> 1. Cabinet Member – Education and Regeneration |
| e. | Margam Crematorium Joint Committee | Two County Borough Councillors | <ol style="list-style-type: none"> 1. Councillor S Smith 2. Councillor A Pucella |
| f. | Shared Regulatory Services Joint Committee | One Cabinet Member and one other County Borough Councillor | <ol style="list-style-type: none"> 1. Cabinet Member – Wellbeing and Future Generations 2. Councillor DRW Lewis |

OUTSIDE BODIES -CABINET

| SERIAL | ORGANISATION | REQUIRED REPRESENTATION | PROPOSED REPRESENTATION |
|---------------|---|--------------------------------|---|
| 1. | Adoption Panel | 1 Member | Cabinet Member – Social Services and Early Help |
| 2. | South Wales Aggregates Working Party | 1 Member | Cabinet Member - Communities |
| 3. | The Alliance (formerly Coalfields Communities Campaign) | 2 Members | 1. Cabinet Member – Communities 2. Councillor DBF White |
| 4. | Bridgend Care Partnership | 4 Members | 1. Leader 2. Deputy Leader 3. Cabinet Member – Wellbeing and Future Generations 4. Cabinet Member – Social Services and Early Help |
| 5. | Bridgend Care and Repair | 2 Members | 1. Cabinet Member – Social Services and Early Help 2. Cllr C A Green |
| 6. | Bridgend & Maesteg Citizens Advice Bureau | 2 Members | Cabinet Member – Social Services and Early Help Cabinet Member – Wellbeing and Future Generations |
| 7. | Awen Cultural Trust | 2 Members (cross party) | 1. Councillor J R McCarthy 2. Councillor J H Tildesley, MBE |
| 8. | Bridgend Public Service Board | 1 Member (plus 1 substitute) | Leader Deputy Leader |
| 9. | Bridgend Tourism Forum | 1 Member | Cabinet Member – Education and Regeneration |
| 10. | Bridgend Town Hall Trust | 4 Members | 1. Councillor S Baldwin 2. Councillor N Burnett 3. Councillor C Smith 4. Councillor DBF White |
| 11. | Bridgend Youth Justice Management Board | 3 Members | 1 Cabinet Member – Communities 2 Cabinet Member – Social Services and Early Help 3 Cabinet Member – Wellbeing and Future Generations |
| 12. | British Resorts and Destinations Association (BRADA) | 1 Member | Cabinet Member – Education and Regeneration |
| 13. | Business in Focus | 1 Member | Cabinet Member – Education and Regeneration |
| 14. | Cardiff International Airport Consultative Committee | 1 Member | Cabinet Member – Communities |

| SERIAL | ORGANISATION | REQUIRED REPRESENTATION | PROPOSED REPRESENTATION |
|--------|---|---|---|
| 15. | C.L.A.W. (Consortium of Local Authorities in Wales) | 1 (or 2) Member(s) (Most Councils have 1) | Deputy Leader |
| 16. | Communities Partnership | 1 Members | Cabinet Member - Communities |
| 17. | Coity Wallia Board of Conservators | 2 Members | 1. Councillor DRW Lewis 2. Councillor G Thomas |
| 18. | Cwm Taf Morgannwg Health Council | 3 Members | 1. Councillor C A Green 2. Councillor A Hussain 3. Councillor Gareth Howells |
| 19. | Cwm Taf Regional Partnership Board | Leader and two other members | 1 Leader 2 Cabinet Member – Social Services and Early Help 3 Councillor Phil White |
| 20. | Flood Risk Management Wales | 1 Member | Cabinet Member – Communities |
| 21. | Fostering Panel | 1 Member | Cabinet Member – Social Services and Early Help |
| 22. | Four Counties Youth Music Steering Group | 1 Member | Cabinet Member – Education and Regeneration |
| 23. | Glamorgan Heritage Coast Advisory Panel | 1 Member | Cabinet Member – Education and Regeneration |
| 24. | Local Access Forum | 1 Member | Councillor R Granville |
| 25. | PATROL - Adjudication Joint Committee | 1 Member | Cabinet Member – Communities |
| 26. | Joint Council For Wales | 1 Members | Deputy Leader |
| 27. | Rest Bay Coastal Partnership | 1 Member | Cabinet Member – Education and Regeneration |
| 28. | SACRE | 5 Members | 1. Cabinet Member – Education and Regeneration 2. Councillor CA Green 3. Councillor JH Tildesley MBE 4. Councillor C Webster 5. Councillor J R McCarthy |

| SERIAL | ORGANISATION | REQUIRED REPRESENTATION | PROPOSED REPRESENTATION |
|---------------|---|---------------------------------------|--|
| 29. | Environment Agency Wales -South West Wales Area Environment Group | 1 Member | Cabinet Member – Communities |
| 30. | South Wales Fire Service | 2 Members | Councillor DBF White Councillor R Shaw |
| 31. | South West Wales Regional Waste Management Committee | 2 Members | Deputy Leader Councillor G Thomas |
| 32. | South West Wales Regional Waste Plan Forum | 1 Member | Deputy Leader |
| 33. | Sports Council for Wales – Community Chest Panel | 1 Member | Cabinet Member – Wellbeing and Future Generations |
| 34. | Swansea/Carmarthen Bay Coastal Engineering Group | 2 Members | 1. Cabinet Member – Education and Regeneration 2. Councillor G Thomas |
| 35. | Swansea Bay Port Health Authority | 2 Members | 1. Cabinet Member – Education and Regeneration 2. Councillor G Thomas |
| 36. | Territorial Auxiliary and Volunteer Reserve Association | 1 Member | Councillor R Shaw |
| 37. | University of Swansea Court of Governors | Invitation for 1 Member and 1 Officer | Leader Corporate Director – Education and Family Support |
| 38. | Valleys to Coast Management Board | 1 Member | 1. Councillor S E Baldwin |
| 39. | South Wales Valuation Tribunal - Appointments Committee | 2 Members | Councillor R Collins Councillor S Baldwin |
| 40. | Wales Council for the Blind | 1 Member | Cabinet Member – Social Services and Early Help |

| SERIAL | ORGANISATION | REQUIRED REPRESENTATION | PROPOSED REPRESENTATION |
|-----------------|----------------------|-------------------------------|--|
| 41. Page 185 | WLGA Council | 3 Members (two substitutions) | Leader Deputy Leader (One substitution for above from same political group) Councillor C Green (One substitution for above from same political group) Voting – En Bloc |
| 42. | WLGA Executive Board | 1 Member | Leader |

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE CHIEF OFFICER LEGAL, HR AND REGULATORY SERVICES AND MONITORING OFFICER

SHARED REGULATORY SERVICES – VARIATION TO JOINT WORKING AGREEMENT

1. Purpose of report

- 1.1 The purpose of this report is to seek Cabinet approval to proposed changes to the Joint Working Agreement as outlined in this report and enter into the Deed of Variation.

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**:-

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 April 2015, Bridgend County Borough Council, the City Council of Cardiff, and the Vale of Glamorgan County Borough Council signed a Joint Working Agreement for the provision of regulatory services across the three Council areas. The document created the Shared Regulatory Service (SRS) and the Shared Regulatory Services Joint Committee.
- 3.2 The Joint Working Agreement was subsequently varied by all parties by way of a Deed of Variation in 2017 to which Cabinet gave approval on 28th March 2017.
- 3.3 The Renting Homes (Fees etc) (Wales) Act 2019 came into force on 5th May 2019. Since the 1 September 2019, letting agents and landlords who manage their own properties are prevented from charging any fees before, during or after a tenancy unless specifically exempt in the Act. Such a banned payment is called a 'prohibited payment'. Letting agents and self-managing landlords are also banned from requiring a tenant to take out a loan or enter into a contract for services. Enforcement of these requirements can be undertaken by the Council and Rent Smart Wales (as the Single Licencing Authority). They will contribute to a fairer and more transparent experience for tenants relying on the private rented sector. Offences are committed where landlords and/or agents fail to comply with the Act. The functions were delegated to the Shared Regulatory Service. Consequently, the three Councils wish to amend the Joint Working Agreement to

add this function to the schedule of functions delegated to the Shared Regulatory Service.

- 3.5 On 19th November 2019 Cabinet approved the amendment of the Scheme of Delegation of Functions to include the following function at paragraph 3.56 to ensure that the relevant statutory enforcement powers under the Act are used appropriately: *“To do anything which the Council has the power to do (including the power to serve any notice) that is necessary for the enforcement of any provisions contained within the Renting Homes (Fees etc) (Wales) Act 2019”*.

4. Current situation/proposal

- 4.1 Any changes to the Joint Working Agreement are subject to Clause 26 of the Agreement which states:

“This Agreement cannot be varied without the approval and prior written consent of all Participants. Where the Participants agree to make changes to this Agreement, a Deed of Variation shall be entered into between the Participants and appended to this Agreement”

- 4.2 Consequently, the Council is required to enter into a Deed of Variation with the other Councils to amend the Joint Working Agreement. Such changes require ratification by each Council.

5. Effect upon policy framework and procedure rules

- 5.1 There is no effect upon policy framework and procedure rules.

6. Equality Impact Assessment

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

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

- 7.1 The wellbeing 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 wellbeing goals/objectives as a result of this report.

8. Financial implications

- 8.1 There are no specific financial implications arising from this report.

9. Recommendations

- 9.1 It is recommended that Cabinet:

- (i) approves the proposed changes to the Joint Working Agreement between the three Councils for the provision of Regulatory Services;
- (ii) delegates authority to the Chief Officer – Head of Legal, HR and Regulatory Services in consultation with the Interim Head of Finance and Section 151 Officer to agree the terms of the Deed of Variation to the Joint Working

Agreement and to arrange execution of the Deed of Variation on behalf of the Council.

Kelly Watson

Chief Officer – Head of Legal, HR and Regulatory Services and Monitoring Officer

7th October 2020

Contact officer: Kelly Watson
Chief Officer – Head of Legal, HR and Regulatory Services

Telephone: 01656 643248

Email: Kelly.watson@bridgend.gov.uk

Postal address: Civic Offices, Angel Street, Bridgend CF31 4WB

Background documents:

The Joint Working Agreement dated 10th April 2015

Deed of Variation dated 28th November 2017

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE CHIEF OFFICER LEGAL, HR AND REGULATORY SERVICES

INFORMATION REPORT FOR NOTING

1. Purpose of Report

- 1.1 The purpose of this report is to inform Cabinet of the Information Report for noting which has been published since its last scheduled meeting.

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:-

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

3. Background

- 3.1 At a previous meeting of Cabinet, it was resolved to approve a revised procedure for the presentation to Cabinet of Information Reports for noting.

4. Current situation / proposal

4.1 Information Report

The following information report has been published since the last meeting of Cabinet:-

| <u>Title</u> | <u>Date Published</u> |
|-----------------------------------|-----------------------|
| Ombudsman Annual Letter 2010-2020 | 14 October 2020 |

4.2 Availability of Documents

This document has been circulated to Elected Members electronically via Email and placed on the BCBC website. It is also available from the date of publication.

5. Effect upon Policy Framework and Procedure Rules

- 5.1 This procedure has been adopted within the procedure rules of the Constitution.

6. Equality Impact Assessment

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

7. Wellbeing of Future Generations (Wales) Act 2015 Implications

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

8. Financial Implications.

8.1 There are no financial implications regarding this report.

9. Recommendation.

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

K Watson

Chief Officer Legal, HR and Regulatory Services & Monitoring Officer

8 October 2020

Contact Officer: Andrew Rees
Democratic Services Manager
Telephone: (01656) 643148
Email: cabinet_committee@bridgend.gov.uk

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

Background documents: None

BRIDGEND COUNTY BOROUGH COUNCIL

INFORMATION REPORT TO CABINET

15 OCTOBER 2020

REPORT OF THE CHIEF OFFICER – LEGAL, HR AND REGULATORY SERVICES

OMBUDSMAN ANNUAL LETTER 2019-2020

1. Purpose of report

- 1.1 The purpose of this report is to present the Ombudsman's Annual Letter for 2019-2020 to Cabinet.

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. **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 Public Service Ombudsman for Wales (PSOW) is independent of all government bodies and has legal powers to investigate complaints about public services and independent care providers in Wales. They also investigate complaints that Members of local government bodies have breached their authority's Code of Conduct.
- 3.2 The PSOW reports annually on the number of complaints against public bodies received by its office.
- 3.3 The Complaints Officer is the Contact Officer for the PSOW and the Monitoring Officer is responsible for liaising with the PSOW regarding Member Code of Conduct complaints.

4. Current situation/proposal

- 4.1 **Appendix A** provides the Ombudsman's Annual Letter for 2019-2020.
- 4.2 The number of complaints against the Authority for the period 2019-2020 was 34 compared with 33 in 2018-19. The figure for 2019-20 represents 0.23 complaints received per 1000 residents. None of the complaints against the Authority proceeded to investigation. The PSOW intervened in 1 of these cases. Children's Services attracted the largest number of complaints at 15 followed by Adult Services with 4. By its nature Children's Services attracts a higher number of

complaints than other service areas, and a number of the complaints relate to the decisions made by Children's Social Services under safeguarding legislation.

- 4.3 7 Code of Conduct complaints against the Authority's Councillors were received by the Ombudsman's Office in this period and all were closed after initial consideration. 3 Code of Conduct complaints were received against Town and Community Councils in Bridgend County 2 of which required no further action, and 1 of which was closed after initial consideration.

5. Effect upon policy framework and procedure rules

- 5.1 There is no effect upon the Policy Framework or the 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 well-being goals identified in the Act were considered in the preparation of this report. As the report is for noting only, it is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

8. Financial implications

- 8.1 The PSOW has the legal power to require authorities to make payments to complainants where they have suffered financial loss or in compensation for distress and inconvenience.

9. Recommendation

- 9.1 Cabinet is recommended to note the Annual Letter attached as **Appendix A**.

Kelly Watson
Chief Officer, Legal, HR and Regulatory Services
28 September 2020

Contact officer: Charlotte Branford
Information and Data Protection Officer

Telephone: (01656) 643565

Email: Charlotte.Branford@bridgend.gov.uk

Postal address: Civic Offices, Angel Street, Bridgend, CF31 4WB

Background documents: None

Factsheet**A. Complaints Received**

| Local Authority | Complaints Received | Complaints received per 1000 residents |
|--|----------------------------|---|
| Blaenau Gwent County Borough Council | 17 | 0.24 |
| Bridgend County Borough Council | 34 | 0.23 |
| Caerphilly County Borough Council | 49 | 0.27 |
| Cardiff Council* | 122 | 0.33 |
| Carmarthenshire County Council | 42 | 0.22 |
| Ceredigion County Council | 31 | 0.42 |
| Conwy County Borough Council | 29 | 0.25 |
| Denbighshire County Council | 32 | 0.34 |
| Flintshire County Council | 61 | 0.39 |
| Gwynedd Council | 37 | 0.30 |
| Isle of Anglesey County Council | 26 | 0.37 |
| Merthyr Tydfil County Borough Council | 13 | 0.22 |
| Monmouthshire County Council | 16 | 0.17 |
| Neath Port Talbot County Borough Council | 22 | 0.15 |
| Newport City Council | 39 | 0.25 |
| Pembrokeshire County Council | 25 | 0.20 |
| Powys County Council | 72 | 0.54 |
| Rhondda Cynon Taf County Borough Council | 39 | 0.16 |
| Swansea Council | 92 | 0.37 |
| Torfaen County Borough Council | 5 | 0.05 |
| Vale of Glamorgan Council | 30 | 0.23 |
| Wrexham County Borough Council | 33 | 0.24 |
| Wales | 866 | 0.28 |

* inc 1 Rent Smart Wales

B. Complaints Received by Subject

| Bridgend CBC | Complaints Received | Complaint Share |
|--|----------------------------|------------------------|
| Adult Social Services | 4 | 11.76% |
| Benefits Administration | 1 | 2.94% |
| Children's Social Services | 15 | 44.12% |
| Community Facilities, Recreation and Leisure | 1 | 2.94% |
| Complaint Handling | 1 | 2.94% |
| Education | 1 | 2.94% |
| Environment and Environmental Health | 1 | 2.94% |
| Finance and Taxation | 2 | 5.88% |
| Housing | 3 | 8.82% |
| Planning and Building Control | 2 | 5.88% |
| Roads and Transport | 2 | 5.88% |
| Various Other | 1 | 2.94% |

C. Complaint Outcomes

(* denotes intervention)

| Complaints Closed | Out of Jurisdiction | Premature | Other cases closed after initial consideration | Early Resolution/voluntary settlement* | Discontinued | Other Reports-Not Upheld | Other Reports Upheld - in whole or in part* | Public Interest Report * | Grand Total |
|---------------------------------|----------------------------|------------------|---|---|---------------------|---------------------------------|--|---------------------------------|--------------------|
| Bridgend County Borough Council | 11 | 2 | 20 | 1 | 0 | 0 | 0 | 0 | 34 |
| Percentage Share | 32.35% | 5.88% | 58.82% | 2.94% | 0.00% | 0.00% | 0.00% | 0.00% | |

D. Number of cases with PSOW intervention

| | No. of interventions | No. of closures | % of interventions |
|--|----------------------|-----------------|--------------------|
| Blaenau Gwent County Borough Council | 1 | 17 | 6% |
| Bridgend County Borough Council | 1 | 34 | 3% |
| Caerphilly County Borough Council | 6 | 50 | 12% |
| Cardiff Council | 21 | 120 | 18% |
| Cardiff Council - Rent Smart Wales | - | 1 | 0% |
| Carmarthenshire County Council | 6 | 46 | 13% |
| Ceredigion County Council | 4 | 30 | 13% |
| Conwy County Borough Council | 6 | 34 | 18% |
| Denbighshire County Council | 2 | 32 | 6% |
| Flintshire County Council | 8 | 57 | 14% |
| Gwynedd Council | 4 | 39 | 10% |
| Isle of Anglesey County Council | 3 | 28 | 11% |
| Merthyr Tydfil County Borough Council | 2 | 15 | 13% |
| Monmouthshire County Council | 2 | 15 | 13% |
| Neath Port Talbot Council | 4 | 25 | 16% |
| Newport City Council | 4 | 38 | 11% |
| Pembrokeshire County Council | 7 | 29 | 24% |
| Powys County Council | 14 | 71 | 20% |
| Rhondda Cynon Taf County Borough Council | 5 | 40 | 13% |
| Swansea Council | 4 | 93 | 4% |
| Torfaen County Borough Council | 1 | 5 | 20% |
| Vale of Glamorgan Council | 4 | 27 | 15% |
| Wrexham County Borough Council | 4 | 33 | 12% |
| Grand Total | 113 | 879 | 13% |

E. Code of Conduct Complaints Closed

| County/County Borough Councils | Closed after initial consideration | Discontinued | No evidence of breach | No action necessary | Refer to Standards Committee | Refer to Adjudication Panel | Withdrawn | Total |
|---|---|---------------------|----------------------------------|--------------------------------|---|--|------------------|--------------|
| Bridgend | 7 | - | - | - | - | - | - | 7 |

F. Town/Community Council Code of Complaints

| Town/Community Council | Closed after initial consideration | Discontinued | No evidence of breach | No action necessary | Refer to Standards Committee | Refer to Adjudication Panel | Withdrawn | Total |
|-----------------------------------|---|---------------------|----------------------------------|--------------------------------|---|--|------------------|--------------|
| Bridgend Town Council | 1 | - | - | 2 | - | - | - | 3 |

Appendix

Explanatory Notes

Section A provides a breakdown of the number of complaints against the Local Authority which were received during 2019/20, and the number of complaints per 1,000 residents (population).

Section B provides a breakdown of the number of complaints about the Local Authority which were received by my office during 2019/20. The figures are broken down into subject categories with the percentage share.

Section C provides the complaint outcomes for the Local Authority during 2019/20, with the percentage share.

Section D provides the numbers and percentages of cases received by the PSOW in which an intervention has occurred. This includes all upheld complaints, early resolutions and voluntary settlements.

Section E provides a breakdown of all Code of Conduct complaint outcomes against Councillors during 2019/20.

Section F provides a breakdown of all Code of Conduct complaint outcomes against town or community councils.

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

20 OCTOBER 2020

REPORT OF THE CORPORATE DIRECTOR - EDUCATION AND FAMILY SUPPORT

APPOINTMENT OF LOCAL AUTHORITY GOVERNORS

1. Purpose of report

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

2. Connection to corporate 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:

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 for all people in the county borough.

3. Background

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

4. Current situation/proposal

- 4.1 For the 9 schools in the table below, all 13 applicants met the approved criteria for appointment as local authority governors and there was no competition for any of the vacancies. Therefore, the recommended appointments are:

| Name | School |
|-------------------------|-----------------------------|
| Mrs Annette Pritchard | Afon y Felin Primary School |
| Mrs Jill Goudge | Cefn Cribwr Primary School |
| Cllr Amanda Williams | Coety Primary School |
| Cllr Dr Elaine Venables | Coychurch Primary School |
| Mr Brian Bishop | Coychurch Primary School |
| Cllr Tom Beedle | Cwmfelin Primary School |
| Mrs Ceri Reeves | Plasnewydd Primary School |
| Cllr Cheryl Green | Trelales Primary School |
| Mrs Linda Lewis | Brynteg School |
| Mrs Sharron Daly | Brynteg School |
| Cllr Tom Beedle | Maesteg School |
| Mrs Ceri Reeves | Maesteg School |
| Mr Malcolm Reeves | Maesteg School |

- 4.2 Subject to the above appointments being approved, there are still 49 vacancies that need to be filled in 35 schools (see Appendix A).

5. Effect upon policy framework and procedure rules

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

6. Equality Impact Assessment

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

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

- 7.1 A Well-being of Future Generations (Wales) Act 2015 assessment has been completed. A summary of the implications from the assessment relating to the five ways of working is as follows:

Long-term

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

Prevention

The local authority assesses the suitability of applicants for the local authority governor vacancy/vacancies applied for. The local authority, in conjunction with the

Central South Consortium, supports governors with a comprehensive programme of both mandatory and voluntary training and access to resources, to enable them to develop and maintain their knowledge and skills, and be successful in fulfilling the role.

Integration

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

Collaboration

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

Involvement

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

8. Financial implications

8.1 There are no financial implications regarding this report.

9. Recommendation

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

Mr Lindsay Harvey
Corporate Director - Education and Family Support

5 October 2020

Contact officer: Mandy Jones
Learner Support Officer

Telephone: (01656) 642629

Email: Amanda.Jones@bridgend.gov.uk

Postal address: Education and Family Support Directorate
Bridgend County Borough Council

Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents:

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

Appendix A

Local authority governor vacancies: current and forthcoming (to 31 October 2020)

| Name of school | Number of current and forthcoming vacancies |
|--|---|
| Abercerdin Primary School | 2 |
| Bryncethin Primary School | 2 |
| Caerau Primary School | 1 (ending October 2020) |
| Coety Primary School | 1 |
| Croesty Primary School | 2 (1 ending October 2020) |
| Cwmfelin Primary School | 1 |
| Ffaldau Primary School | 2 |
| Garth Primary School | 1 (ending October 2020) |
| Héronsbridge School | 1 (ending October 2020) |
| Litchard Primary School | 1 |
| Llangewydd Junior School | 2 |
| Llangynwyd Primary School | 3 |
| Maes yr Haul Primary School | 1 (ending October 2020) |
| Nantymoel Primary School | 2 (1 ending October 2020) |
| Ogmore Vale Primary School | 1 |
| Oldcastle Primary School | 1 |
| Pencoed Primary School | 2 (1 ending October 2020) |
| Porthcawl Primary School | 1 (ending October 2020) |
| St Mary's Catholic Primary School | 1 |
| St Mary's and St Patrick's Catholic Primary School | 2 |
| St Robert's Roman Catholic Primary School | 2 |
| Tondu Primary School | 3 |
| Trelales Primary School | 1 |
| West Park Primary School | 1 |
| Ysgol Gymraeg Bro Ogwr | 1 |
| Ysgol Gynradd Gymraeg Cynwyd Sant | 1 (ending October 2020) |
| Ysgol Gynradd Gymraeg Calon y Cymoedd | 1 |
| Ysgol Y Ferch O'r Sgêr Corneli | 1 |
| Archbishop McGrath Catholic High School | 1 |
| Brynteg School | 1 |
| Bryntirion Comprehensive School | 1 |
| Coleg Cymunedol Y Dderwen | 1 (ending October 2020) |
| Maesteg School | 1 |
| Porthcawl Comprehensive School | 2 (1 ending October 2020) |
| Ysgol Gyfun Gymraeg Llangynwyd | 1 |
| TOTAL VACANCIES | 49 |

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BRIDGEND COUNTY BOROUGH COUNCIL

20 OCTOBER 2020

REPORT OF THE CORPORATE DIRECTOR EDUCATION AND FAMILY SUPPORT INVITATION OF TENDERS FOR HOME-TO-SCHOOL TRANSPORT CONTRACTS

1. Purpose of report

1.1 The purpose of this report is to:

- request Cabinet approval to undertake a procurement exercise to invite tenders to bid for contracts for multiple home-to-school transport services, for a term of five years with the option to extend by two further periods of one year; and
- delegate authority to the Corporate Director, Education and Family Support, to authorise the acceptance of the most economically advantageous tenders received and enter into contracts with the successful bidders following the procurement process.

1.2 The indicative total value for the full term is £34.2m.

2. Connection to corporate improvement objectives/other corporate priorities

2.1 This report assists in the achievement of the following 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 for 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 to deliver the Council's wellbeing objectives.

3. Background

3.1 The local authority has a statutory duty under the Learner Travel (Wales) Measure 2008 to make suitable transport arrangements to facilitate the attendance of children each day at the relevant places where they receive their education or training. This is primarily achieved via the contracting of transport services from the private sector.

3.2 The majority of mainstream pupils are transported on large buses of various sizes. There are also a large number of taxi and minibuses which provide transport for both mainstream pupils and pupils with additional learning needs (ALN) attending specialist provisions including special schools and the pupil referral unit at the Bridge Alternative Provision. There are currently 272 contracts (each as a separate route)

provided by a number of private transport operators, who are predominantly local companies based in Bridgend.

4. Current situation/proposal

- 4.1 In July 2020, Cabinet deferred the report on the outcome of the public consultation to change the local authority's Home-to-School/College Transport Policy. This report also sought suspension of the local authority's contract procedure rules to allow the local authority to extend the current home-to-school transport contracts that expired in July 2020. As the report was deferred, it was necessary in early September 2020, to seek delegated authority from the Cabinet Member for Education and Regeneration to resume the provision of the services on the same terms as the expired contracts until the end of March 2021.
- 4.2 There are now a number of home-to-school transport contracts that require retendering to ensure that the local authority is meeting its responsibilities under the Public Contracts Regulations 2015, the Council's contract procedure rules and to seek value for money.
- 4.3 The tender will comprise of a schedule of the aforementioned 272 separate routes that will be tendered by the Corporate Procurement Team utilising an open competition advertising at first on 'Sell2Wales' and the 'Official Journal of the European Union' (OJEU). This will be conducted electronically utilising 'eTenderWales'.
- 4.4 In consideration of the market factors of struggling capacity in this sector, the outlined proposal is to conduct a procurement exercise awarding contracts for a term of five years with the option to extend for a further two periods of one year. This will allow the local authority to offer longer contracts to encourage investment, strengthen the existing contractual arrangements and potentially open up the market to new suppliers.
- 4.5 All suppliers who meet the specified minimum quality requirements will be required to submit prices for the routes.

5. Effect upon policy framework and procedure rules

- 5.1 There is no impact on the policy framework and procedure rules.
- 5.2 Current home-to-school transport contracts have been in place for a number of years, and will expire on 26 March 2021.
- 5.3 Legal and procurement officers have advised that there is a need to ensure compliance with the Public Contract Regulations 2015, the Council's own contract procedure rules and to demonstrate that the Council is achieving best value for money. Procurement regulations currently require advertisement in the Official Journal of the European Union (OJEU). In addition, the regulations require any procurement process to be conducted in an open, transparent and non-discriminatory manner.
- 5.4 Any decision to procure services with an estimated value exceeding £5m must be made by Cabinet.

6. Equality Impact Assessment

- 6.1 An initial EIA screening has been undertaken and 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 has been completed. A summary of the implications from the assessment relating to the five ways of working is as follows:

Long-term

The proposed initial term of five years for the contract with the option to extend by two further periods of one year, identifies that the local authority is supporting the sustainability of school bus services and seeks to ensure that local transport operators are able to justify an initial investment in capital assets ie transport vehicles and associated infrastructure, for the medium term.

Prevention

The local authority assesses the suitability of transport operators to deliver home-to-school transport services. The local authority is now developing training to support operators with training, to enable them to develop and maintain their knowledge and skills, and be successful in fulfilling the role.

Integration

School transport operators have a strategic role in providing a service so that all eligible pupils are supported in accessing their place of education. This ultimately means that learners can learn and achieve so that they can access opportunities for further learning and employment, and can play active roles in their communities, contributing positively to society as a whole.

Collaboration

School transport providers have a strategic role in supporting pupil's access to school. Transport providers need to ensure the health and wellbeing of pupils and staff. The local authority, in conjunction with transport providers, are ensuring that services are improved to meet the needs of all learners.

Involvement

The local authority engages with transport operators on a daily basis.

8. Financial implications

- 8.1 There are currently 272 routes that will be tendered. The estimated cost of these combined contracts over the period of the tender is detailed in Table 2 below.

Table 2: Estimated cost of tender (over seven years of the contract)

| Contract vehicle type | Number of contracts | Daily cost (October 2020) | Annual cost | Estimated 7-year cost |
|--|----------------------------|----------------------------------|--------------------|------------------------------|
| Bus | 83 | £14,663 | £2,785,964 | £19,501,750 |
| Minibus | 17 | £1,483 | £281,764 | £1,972,350 |
| Special minibus | 50 | £5,216 | £991,099 | £6,937,690 |
| Special taxi | 80 | £1,709 | £324,710 | £2,272,970 |
| Taxi | 35 | £1,698 | £322,753 | £2,259,270 |
| The Bridge Alternative Provision (pupil referral unit) | 7 | £935 | £177,650 | £1,243,550 |
| Total | 272 | £25,704.95 | £4,883,940 | £34,187,580 |

9. Recommendation

9.1 Cabinet is recommended to:

- authorise the invitation of tenders as set out above; and
- delegate authority to the Corporate Director, Education and Family Support, after consultation with the Monitoring Officer and Section 151 Officer, to authorise the acceptance of the most economically advantageous tenders received and enter into contracts with the successful bidders and any other further deeds and documents which are ancillary to those contracts following the procurement process.

Mr Lindsay Harvey
Corporate Director - Education and Family Support
October 2020

Contact officer: Robin Davies
Group Manager (Business Strategy and Performance)

Telephone: (01656) 754881

E-mail: robin.davies@bridgend.gov.uk

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

Background documents

Cabinet Report of the Corporate Director Education and Family Support in respect of the Learner Travel Policy dated 21 July 2020

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