

# Public Document Pack

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

### Bridgend County Borough Council



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

*Rydym yn croesawu gohebiaeth yn Gymraeg.  
Rhowch wybod i ni os mai Cymraeg yw eich  
dewis iaith.*

*We welcome correspondence in Welsh. Please  
let us know if your language choice is Welsh.*



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

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

Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

**Dyddiad/Date:** Thursday, 14 January 2021

Dear Councillor,

#### **COUNCIL**

A meeting of the Council will be held remotely via Microsoft Teams on **Wednesday, 20 January 2021 at 15:00**.

#### **AGENDA**

1. Apologies for Absence  
To receive apologies for absence from Members.
2. Declarations of interest  
To receive declarations of personal and prejudicial interest from Members/Officers in accordance with the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 5 - 18  
To receive for approval the minutes of Council of 16/12/20
4. To receive announcements from:
  - (i) Mayor (or person presiding)
  - (ii) Members of the Cabinet
  - (iii) Chief Executive
5. To receive announcements from the Leader
6. Capital Programme Update - Quarter 3 2020-21 19 - 40
7. Council Tax Reduction Scheme 2021-22 41 - 48
8. Appointment to the Standards Committee 49 - 50
9. Local Government and Elections (Wales) Bill 51 - 68
10. To receive the following Questions from:

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### **Councillor M Voisey to the Cabinet Member Communities**

Only 2 out of 10 speed and red-light cameras are working in the county borough, and how can this level of defects be allowed, and tolerated, and what is the Cabinet Member going to do about it?

### **Councillor T Thomas to the Cabinet Member Communities**

What is the Council doing to ensure that the public are safe on County Borough roads and highways against the dichotomous threat of winter conditions and reduced resources from Covid 19?

### **Councillor A Hussain to the Leader and Cabinet Member Social Services and Early Help**

In Wales, 60% of the adult population and 1 in 8 children age 4-5 years are overweight or obese and each year this figure is increasing. There is consistent evidence that obesity (excess weight) is associated with an increased COVID-19 risk in addition to the risk of diseases such as type 2 diabetes, heart disease, cancer and respiratory diseases which themselves increase the risk of complications in someone who contracts COVID-19. Knowing that excess weight is one of the few preventable risk factors for COVID-19, could the Leader let us know what measures he is taking to help those residents who are living with overweight or obesity to lose weight in a sustainable manner, together with interventions to prevent weight gain and reduce risk of COVID-19 in our Borough?

#### 11. Urgent Items

To consider any other item(s) of business in respect of which notice has been given in accordance with Rule 4 of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

#### 12. Exclusion of the Public

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

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

#### 13. Approval of Exempt Minutes

69 - 70

To receive for approval the exempt minutes of Council of 16/12/20

Note: 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 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](mailto:cabinet_committee@bridgend.gov.uk) or tel. 01656 643147 / 643148.

Yours faithfully

**K Watson**

Chief Officer, Legal, HR & Regulatory Services

Councillors:

S Aspey  
SE Baldwin  
TH Beedle  
JPD Blundell  
NA Burnett  
MC Clarke  
N Clarke  
RJ Collins  
HJ David  
P Davies  
PA Davies  
SK Dendy  
DK Edwards  
J Gebbie  
T Giffard  
RM Granville  
CA Green  
DG Howells

Councillors

A Hussain  
RM James  
B Jones  
M Jones  
MJ Kearn  
DRW Lewis  
JE Lewis  
JR McCarthy  
D Patel  
RL Penhale-Thomas  
AA Pucella  
JC Radcliffe  
KL Rowlands  
B Sedgebeer  
RMI Shaw  
CE Smith  
SG Smith  
JC Spanswick

Councillors

RME Stirman  
G Thomas  
T Thomas  
JH Tildesley MBE  
E Venables  
SR Vidal  
MC Voisey  
LM Walters  
KJ Watts  
CA Webster  
DBF White  
PJ White  
A Williams  
AJ Williams  
HM Williams  
JE Williams  
RE Young

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COUNCIL - WEDNESDAY, 16 DECEMBER 2020

MINUTES OF A MEETING OF THE COUNCIL HELD IN REMOTELY VIA SKYPE FOR BUSINESS ON WEDNESDAY, 16 DECEMBER 2020 AT 15:00

Present

Councillor KJ Watts – Chairperson

SE Baldwin	TH Beedle	JPD Blundell	NA Burnett
MC Clarke	N Clarke	RJ Collins	HJ David
P Davies	PA Davies	SK Dendy	DK Edwards
J Gebbie	T Giffard	RM Granville	CA Green
DG Howells	A Hussain	RM James	B Jones
MJ Kearn	DRW Lewis	JE Lewis	JR McCarthy
D Patel	RL Penhale-Thomas	AA Pucella	JC Radcliffe
B Sedgebeer	RMI Shaw	CE Smith	SG Smith
RME Stirman	G Thomas	T Thomas	SR Vidal
MC Voisey	LM Walters	CA Webster	DBF White
PJ White	A Williams	AJ Williams	HM Williams
JE Williams	RE Young		

Apologies for Absence

JC Spanswick, JH Tildesley MBE and E Venables

Officers:

Lindsay Harvey	Corporate Director Education and Family Support
Gill Lewis	Interim Chief Officer – Finance, Performance and Change
Claire Marchant	Corporate Director Social Services and Wellbeing
Janine Nightingale	Corporate Director - Communities
Jonathan Parsons	Group Manager Development
Michael Pitman	Democratic Services Officer - Committees
Andrew Rees	Democratic Services Manager
Mark Shephard	Chief Executive
Gaynor Thomas	School Programme Manager
Kelly Watson	Chief Officer Legal, HR and Regulatory Services

480. DECLARATIONS OF INTEREST

Councillor SE Baldwin declared a prejudicial interest in Agenda item 12 - School Modernisation - Band B Capital Programme - Land Costs and took no part in the consideration of this item.

Councillor DBF White declared a personal interest in Agenda item 12 - School Modernisation - Band B Capital Programme - Land Costs as a governor of one of the schools mentioned in the report.

481. APPROVAL OF MINUTES

RESOLVED: That the Minutes of the meeting of Council of 18 November 2020 be approved as a true and accurate record.

482. TO RECEIVE ANNOUNCEMENTS FROM:

The Mayor

The Mayor announced with great sadness of the recent passing of a colleague and friend Kevin Stephens from Covid 19. Many Members will have known Kevin personally as he was a very well-regarded member of the democratic services team, indeed he would have today been assisting at this meeting of Council making sure that everything ran smoothly. Kevin had been a dedicated and hardworking member of BCBC for over 25 years and has in that time made many lifelong friends across the authority, Council's thoughts and support therefore go out to those staff who are coming to terms with the loss of their friend and colleague. Kevin was also a proud family man and in their time of loss Members send their heartfelt condolences to his wife Annie, his sons James and Luke and his mum Elsie. The Mayor informed members that he and his Consort had met the family outside the church prior to the funeral service taking place. As a mark of respect and in Kevin's memory all present observed a minute's silence.

The Mayor announced that he had the pleasure last week of saying thank you to all social services staff and volunteers who made the Santa appeal possible this year. Organising the collection while complying with the pandemic regulations was challenging for everyone involved, especially as the number of nominations of families in need had increased to over 300 children and young people. He stated that it was a credit to the Council's partners, Brackla Tabernacle Church, Bridgend Tesco, Hafod Y Wennol hospital and Brynteg School year 9 pupils, that the appeal was particularly successful and can reach as many children and young people as are in need.

#### Deputy Leader

The Deputy Leader informed Council of the details of the Christmas and New Year recycling and waste collection arrangements and announced a very important change that Members may want to help make people aware of. Households where someone is showing coronavirus symptoms are requested to make sure that any tissue waste, such as kitchen roll, toilet paper or wet wipes, is double-bagged and set aside for 72 hours. After this, the bag can be placed out inside the household rubbish bag. To help keep collectors safe, on no account should such waste be included with paper recycling.

The Deputy Leader announced that collections this year will be carried out as normal on Christmas Eve and New Year's Eve, but not on Christmas Day, Boxing Day or New Year's Day. Waste that is due to be collected on Christmas Day will be picked up on Sunday 27 December. Collections due on New Year's Day will be picked up on Saturday 2 January. With the Boxing Day bank holiday moving to Monday 28 December, collections will take place as normal on this day. Residents will also be able to put out one extra rubbish bag for the first scheduled refuse collection after Christmas. There will be an additional vehicle collecting cardboard, so this may be collected separately to other household recycling. Residents are reminded there is no limit to how much recycling can be put out for collection, and that most materials can be recycled. The main items that cannot be recycled are cards that have glitter on them, wrapping paper, black plastic, cellophane wrap, bubble wrap and polystyrene. Real Christmas trees can be taken to a local community recycling centre.

#### Cabinet Member Communities

The Cabinet Member Communities updated Council on the community asset transfer programme, in that Rest Bay Sports, which represents FC Porthcawl, and Porthcawl United have become the latest organisations to take advantage of the initiative. They have taken over the self-management of Rest Bay's playing fields and pavilion under a renewable five-year lease and have been awarded just over £45,000 towards the cost of redeveloping the pavilion. With a further £10,000 provided to secure pitch maintenance equipment, the clubs intend to transform the outdated pavilion by extending and refurbishing the first-floor level, and providing an elevated balcony overlooking the playing field.

He stated that the Council is continuing to support a large number of sports clubs while they undertake the self-management process and are planning to recruit a community asset transfer surveyor to strengthen the process. As of October 2020, expressions of interest had been received for the management of 53 outdoor sports facilities and park pavilions, and by November, a further ten bowls clubs also agreed short-term tenancies. He announced that several additional transfers to sports clubs and town and community councils are due to be finalised in the coming months, and he would bring further news on this soon.

#### Cabinet Member Social Services and Early Help

The Cabinet Member Social Services and Early Help referred to the Leader's earlier announcement in which he outlined the serious situation that lies ahead as a result of the increase in cases of coronavirus, and how directorates are taking steps to ensure that it can be managed effectively. From the perspective of social services, there are a number of elevated risks as a result of an increase in staff absences, either because of Covid-19 or due to a need to self-isolate. Capacity among internal and independent domiciliary care providers is currently tight, so any further reduction in that workforce may mean they are unable to meet all care and support plan requirements. While there is capacity within residential and nursing homes and across children's residential care service, the situation remains similarly fragile. To accommodate this, a number of key actions are taking place in line with business continuity plans.

Firstly, essential services are being regularly reviewed, prioritised and co-ordinated at a director and heads-of-service level. The prioritised service areas across both adult and children's social care include safeguarding, care for the most vulnerable, mental health assessments, case management for vulnerable children, residential care and services that support fostering. Provision of respite care and day services will be kept under constant review until the situation improves, and contact will be made with affected individuals and families to explain any changes that may be needed and to provide support. Work was carried out at the start of the pandemic to determine whether staff had previous experience of working in, for example, direct care services. As a result of this forward planning, staff are now being redeployed to support operational managers. A basic training package is being put in place as part of this to ensure that redeployed staff can help deliver front line services efficiently, and they are also being paired with regular staff to maximise their effectiveness.

In addition, working is ongoing with the Finance team to establish a fast-track process for direct payments which can further facilitate care and support. The Cabinet stated that the situation is both challenging and fluid, but the Council has an extremely experienced director and senior management team in place to deal with it, and she was confident that the authority is in safe hands. The Cabinet Member stressed that while this is a temporary situation, how long it lasts for will ultimately be determined by whether the pandemic infection rate for Bridgend County Borough continues to rise or falls. The Cabinet Member supported the call from the Leader for people to observe all guidance, and to help fight the spread of coronavirus.

#### Cabinet Member Wellbeing and Future Generations

The Cabinet Member Wellbeing and Future Generations informed Members of important enforcement work which is continuing to take place across the county borough while the pandemic is in place. She stated that Members may have seen some of the coverage in the media of local premises which have received improvement notices following inspections from the Shared Regulatory Services team. She stated that the team is performing essential work in ensuring that businesses are following rules and regulations throughout the pandemic and are doing everything that they can to keep customers and staff safe. Enforcement generally takes the form of a premises improvement notice, which specifies the measures that need to be taken to meet the

regulations within a certain time limit, which is usually 48 hours. If the business fails to comply, enforcement officers can issue a premises closure notice, which can remain in place for up to fourteen days. In some circumstances, enforcement officers can close the premises immediately without having served an improvement notice, but this would only be where there has been a serious breach of regulations. This has not proven to be necessary so far.

The Cabinet Member Wellbeing and Future Generations informed Council that one premises, a nightclub was served with a closure notice after failing to comply with required improvements, most premises which have received improvement notices have complied in full and have been able to continue trading. Of these businesses, eleven have been licensed pubs and bars. One was a gym, another a superstore, and four were fast food takeaways. Enforcement officers are continuing to visit premises to make sure they are meeting their responsibilities while the pandemic is in effect. She urged Members to direct constituents or a business within their ward would like to know more about this, to the Shared Regulatory Services website.

#### Cabinet Member Education and Regeneration

The Cabinet Member Education and Regeneration gave an update on what is currently happening within local schools in the run-up to Christmas. He stated that the Welsh Government has introduced national measures for all schools and colleges across Wales. In Bridgend County Borough, all secondary schools, including sixth forms, have moved to online learning only and after today, all infant, junior, primary and special schools, including The Bridge, will also move to online learning, which will be in place for the rest of the week. A number of schools have had to bring these plans forward early, due to the high number of staff and teachers who have either contracted coronavirus or are self-isolating as a result of coming into contact with someone who has tested positive.

He thanked and congratulated school staff and teachers for their ongoing hard work and commitment, and for ensuring that pupils can continue to receive lessons in the most difficult of circumstances.

He informed Council that children who are eligible for free school meals, will once have food parcels delivered in readiness for the Christmas holidays. Each parcel covers a two-week period and is being delivered to the home addresses of all eligible pupils. Those who are of secondary school age will also receive an additional food parcel to take account of the online learning arrangements.

#### Chief Executive

The Chief Executive reminded Members that public consultation has started on the Bridgend Town Centre Masterplan, and he asked Members to encourage residents to take part in it. He stated that the Masterplan is a hugely ambitious ten-year strategy with a number of long-reaching aims. It includes a wide range of proposals such as creating a new town square, moving Bridgend College into the town centre, transforming derelict and empty buildings into new shops and housing, and much more. The Council has worked alongside specialist consultants to produce the masterplan, which aims to increase the number of people who shop, work, live, visit and enjoy the town centre by using a 'zoned' approach for cultivating retail opportunities, creating new commercial and office space, introducing new public realm works and providing better transport facilities.

Views and feedback have already been obtained from business owners and wider stakeholders; the views of residents were now being sought on the Masterplan. He stated that the consultation is going to be live until 1 March 2021 and the public can take



part in several different ways, all of which are detailed at the consultation page of the Council website.

483. TO RECEIVE ANNOUNCEMENTS BY THE LEADER

The Leader was relieved and pleased to inform Members that Councillor John Spanswick has been discharged from the Princess of Wales Hospital and is now recovering at home. Following a positive test for coronavirus, Councillor Spanswick became very ill, and was admitted to intensive care after developing pneumonia. The Leader read out a statement which Councillor Spanswick had posted on social media.

“Just over two weeks ago, I tested positive for Covid, and for the next week I curled up and slept. One week later, unable to breathe properly, I was admitted to the Princess of Wales Hospital, and that's where our amazing NHS staff took over and gave me the best treatment I could have ever wished for.

After several scary moments thinking I may not be coming home, I have been one of the very lucky ones. The reason for this post is to give the biggest shout-out possible to all of the staff working in the hospital who turn up each day to battle with this dreaded Covid, and to all of the patients who desperately need their help. Most of the staff have had Covid themselves, yet they still turn up for work to make a difference in what are now very difficult circumstances. I will never be able to thank all of the NHS staff enough for the care and treatment they have given me, but they are the true heroes of our country. We all now need to play our part to help avoid this Covid spreading any more rapidly.”

The Leader asked Members to join him in wishing Councillor Spanswick well as he continues to recover at home.

The Leader informed Council that that the situation is quickly becoming dire. Just a few hours ago, Welsh Government announced that Wales is moving to alert level four, and that a series of new national changes will be implemented. All non-essential retail, including close contact services and all leisure and fitness centres, will close at the end of trading on Christmas Eve, and all hospitality premises will close from 6pm on Christmas Day. On 28 December, tighter restrictions for household mixing, staying-at-home, holiday accommodation and travel will also come into force.

He informed Council that £340m will be made available to support businesses affected by restrictions into the New Year, and further support has been promised for businesses affected by the new restrictions. Some important council services are now at risk because local cases of coronavirus are continuing to rise. In less than two weeks, Bridgend County Borough has moved from being one of the most improved local authorities in Wales to becoming the third highest area for positive cases of Covid-19.

Directorates are currently in the process of identifying services that are absolutely critical for preventing threats either on the basis of serious damage to human welfare, or serious damage to the environment. These are definitions of emergency as defined by the Civil Contingencies Act, and this is the first time that this Council has had to seriously consider such radical actions. This clearly indicates the level of crisis that the Council is in the process of dealing with. The Cabinet Member Social Services and Early Help will shortly be making an announcement from a social services perspective.

The Leader announced that high numbers of school-based staff who are self-isolating or ill with coronavirus has already forced one comprehensive, a special school and six primary schools to close earlier than planned. Council staff are already working flat-out to provide vital services in difficult circumstances, but any further reduction in the

workforce will have a major impact on the Council's ability to do so. He stated that the Council is now in a position in where it is being forced to start considering which services will need to be pared back and reduced.

The Leader informed Council that colleagues in health are experiencing similar concerns, and the First Minister has confirmed that a further national lockdown may be necessary after Christmas. He stated that it was down to everyone as residents of the county borough to determine what happens next, and whether it will become necessary for such drastic measures to take place locally or not. He hoped that Members will support the fight against the spread of the coronavirus by telling constituents at every opportunity that it must be taken seriously. He stated that everyone needs to think about the possible consequences of their actions, and to follow the rules on wearing a mask, socially distancing, washing hands, and following the guidance and urgent action needs to be taken now to protect friends, family and neighbours.

484. **PRESENTATION BY CWM TAF MORGANNWG UNIVERSITY HEALTH BOARD & PROGRAMME OF PRESENTATIONS TO COUNCIL**

The Chief Executive introduced a presentation to Council by the Cwm Taf Morgannwg University Health Board and informed Members that discussions will be held with Group Leaders on a programme of future presentations to be delivered by the Council's partners in 2021, to possibly include partners such as Awen and Halo. Members of Council were introduced to Professor Marcus Longley, Chairperson, Paul Mears, Chief Executive and Alan Lawrie, Chief Operating Officer of Cwm Taf Morgannwg University Health Board.

The Chairperson of Cwm Taf expressed his thanks to the Council for its work in partnership with the Health Board during the pandemic. He informed Council of the key headlines from the last 12 months which had seen the publication of the Joint Review into Quality Governance; a response to Targeted Intervention (Quality and Governance) and Special Measures (Maternity Services); the implementation of a new operating model; the response to Covid-19; the appointment of a new Chief Executive; the launch of the CTM values and behaviours and a focus on stakeholder engagement.

The Chief Executive of Cwm Taf informed Council of the key headlines over the next 12 months, namely a clear long term Integrated Health and Care Strategy for the organisation; to learn from the new operating model; to continue to manage the Covid-19 pandemic; elective surgery recovery; a focus on population health; work to explore further opportunities for integration and partnership working and to maximise the opportunities from the digital agenda. He updated Members of the very rates of infection at present throughout its boundaries and informed Council that the Test, Trace, Protect project is partnership working at its best. Whole population testing is underway in Merthyr Tydfil and the Upper Cynon Valley and the vaccination programme is underway, which commenced in Bridgend. He stated that the Health and Care System is under significant strain, with higher number of COVID-19 patients in hospitals than ever before and that Ysbyty'r Seren is open and 53 beds occupied. There is proactive management of delayed transfers of care in collaboration with the Council.

The Chief Executive of Cwm Taf outlined its ambition together with its mission, vision and strategic objectives. He commented on the process for the integration of the Bridgend locality into Cwm Taf and that the underlying principle of the boundary change was no change in service provision to patients, but the opportunity to maximise synergies across the newly enlarged Health Board. There was an opportunity to learn from leading example of health and social care integration in Bridgend and a new operating model has created an Integrated Locality in Bridgend, which facilitates close working with Council colleagues and voluntary sector. He outlined examples of

collaborative working and the integrated winter plans, developments in primary care and the improvements which had taken place to Maesteg Hospital. He informed Council of the significant progress made in maternity services. Moving forward, the Chief Executive informed Council of the Health Board's plans for the continued management of the COVID-19 pandemic; the completion of outstanding work associated with Bridgend integration; working with the Council on further developments in Health and Social Care integration; the locality focusing on population health and wider community engagement and to continue to engage and involve key stakeholders on service developments in Bridgend.

Members of Council paid tribute to all the staff in the NHS who have worked tirelessly during the pandemic. A member of Council referred to 2 health boards in Wales having announced yesterday that non-essential hospital treatment and questioned why better and earlier use had not been made of field hospitals. A member of Council also asked whether the health board could share with Members information on covid hotspots. The Chief Executive of Cwm Taf informed Council that the field hospital was opened in October where patients recovering are admitted as it was considered better to have a separate facility for people recovering from covid as it was known whether people being admitted to hospital had covid. The Chief Executive stated that he would have conversation with the Chief Executive and Leader as to how best to disseminate information on covid hotspots to Members.

A member of Council referred to the lack of ante-natal classes at present which could impact early years services and that mothers are missing out on key skills. A member of Council also referred to the initial rates of breast feeding in the UK which then drop dramatically which then impacts on infants later and asked what can be done to encourage mothers to continue with breast feeding. The Chief Executive of Cwm Taf informed Council of the challenging time for maternity services during the pandemic and that services had to be reviewed constantly to be delivered safely and that it had been difficult for staff working in visiting teams. He stated that the health board encourages breast feeding and that further work will be undertaken to improve breast feeding rates.

A member of Council asked what steps across Wales are being taken to ensure clinicians are kept up to date on their training during the pandemic. The Chief Executive of Cwm Taf informed Council that a number of services have had to be stood down during the pandemic, however he highlighted the importance of junior medical staff continuing to observe operations being performed. He stated that a number of surgeons have continued to perform operations. He informed Council that the Medical Director is constantly reviewing processes to ensure junior doctors observe operations and that surgeons continue performing operations.

A member of Council questioned the impact on the transfer of pathology services from Bridgend to Swansea resulting in a loss of expertise and whether proposals for that service had been developed. The Chief Operating Officer informed Council that the health board had not made the progress it would have wanted to due to the pandemic, but the development of pathology services in Cwm Taf remained a priority due to the transfer of the previous service to Swansea.

A member of Council questioned whether there are proposals for pain management to be developed in the community. The Chief Executive of Cwm Taf commented on the debilitating nature of pain management and it was looking at how more services could be moved into the community and where there is a lack of public transport would look at providing transport facilities.

A member of Council referred to the significant amount of residential development taking place in the gateway to the valleys area and questioned the progress on the

development of primary care facilities in the location. The Chief Operating Officer informed Council that Cwm Taf is very aware of the volume of house building in that location and across the M4 corridor and conversations had been held on the development of a new primary care facility in Cornelly. He stated that the development of primary care facilities in the gateway to the valleys area need to be developed.

A member of Council referred to the link between housing and health and asked what the health board can do to release surplus land for the development of social housing as there is a strong link between good health and the provision of good housing. The Chief Executive of Cwm Taf informed Council that as it develops its operating model it would look at the freeing up of surplus land and it would look to work with officers on developing innovative solutions. The Chief Operating Officer commented that discussions had been held with housing associations at opportunities under the auspices of the Regional Partnership Board.

A member of Council questioned the steps being taken by Cwm Taf to treat elderly people who have been diagnosed dementia. The Chief Executive of Cwm Taf stated that dementia has become a significant illness and that many who are recovering from covid may have dementia. He informed Council that the health board works closely with Adult Social Care to support those with dementia. The Corporate Director Social Services and Wellbeing informed Council that dementia services are developed in an integrated way and there had been a positive development with Community Psychiatric Nurses working in clusters.

A member of Council was pleased to note the integration of health and social care and questioned the process for the payment of direct payments for military families who transfer from one area to another. The Chief Operating Officer confirmed that it had processes in place with continuing care with the transfer of funding between health boards for military personnel and armed forces veterans. The Corporate Director Social Services and Wellbeing informed Council that where military families move between authorities in Wales the Council works closely with local authorities on direct payments.

**RESOLVED:** That Council:

- (1) noted the presentation by the Chief Executive and Chairperson of the Cwm Taf Morgannwg University Health Board.
- (2) noted that a programme of presentations will be delivered by the Council's partners during 2021.

**485. REVIEW OF POLITICAL BALANCE - CHANGES TO COMMITTEE MEMBERSHIP**

The Monitoring Officer reported on the outcome of a review of the political balance of the Authority resulting from changes to the membership of political groups; sought approval of the revised political balance; requested a nomination from the Independent Alliance Group to sit on the Town and Community Council Forum and for the Plaid Cymru Group to relinquish a seat on the Forum and for Council to note that Councillor T Thomas will no longer sit on the Appointments Committee as this was a role undertaken in his role as Group Leader of Plaid Cymru and will now be undertaken by Councillor RM James, the Group Leader of Plaid Cymru.

The Monitoring Officer reported that the Council is required by legislation and the provisions of Part 4 of the Rules of Procedure (Council Procedure Rules) of the Constitution, to undertake arrangements which will continue to facilitate and carry out the decision-making processes of the Authority. On 30 September 2020, Council at its

Annual Meeting, approved the political balance and made appointments to Committees to reflect the political make-up of the Authority.

The Monitoring Officer outlined the recent changes to the membership of political groups, in respect of the membership of the Plaid Cymru Group and the Independent Alliance Group. Councillor T Thomas has left the Plaid Cymru Group and has joined the Independent Alliance Group. Councillor R Stirman has left the Plaid Cymru Group and will sit as a stand-alone Independent member. Councillor RM James is now the Leader of the Plaid Cymru Group. Councillor J Williams will no longer sit as a stand-alone Independent member and has joined the Independent Alliance Group. Councillor S Aspey has left the Independent Alliance Group and will sit as a stand-alone Independent member.

**RESOLVED:** That Council:-

- (1) noted the change to the political composition of the Council;
- (2) approved the allocation of seats to political groups in accordance with the political balance rules as set out in Appendix 1 of the report and approve the changes to the membership of Committees as outlined in paragraph 4.3 of the report.
- (3) appointed Councillor AJ Williams from the Independent Alliance Group to sit on the Town and Community Council Forum.
- (4) noted that Councillor T Thomas will no longer sit on the Appointments Committee as this was a role undertaken in his role as Group Leader of Plaid Cymru and will now be undertaken by Councillor RM James, the Group Leader of Plaid Cymru.

486. **INFORMATION REPORT FOR NOTING**

The Chief Officer Legal, HR and Regulatory Services and Monitoring Officer reported on the Information Report which had been published since the last meeting of Council.

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

487. **NOTICE OF MOTION PROPOSED BY COUNCILLOR T GIFFARD**

1. This Council believes that:

1.1. Woodland and open green spaces play a vital role in our physical, mental and emotional wellbeing, as well as being an integral part of Bridgend's biodiversity

1.2. The Covid-19 pandemic, and the nature of local and national lockdowns, has increased the need for open and accessible outdoor recreational spaces, and that these are essential for building cohesive and healthy communities which ensures the wellbeing of future generations

1.3. Local government has both a duty and a moral responsibility to limit ecological damage and negative impacts on local biodiversity

1.4. Any loss of open green space or woodland in Bridgend is hugely regrettable, and will have a negative impact on the ecology and biodiversity of Bridgend, and the physical, mental and emotional wellbeing of its residents

1.5. Bridgend County Boroughs Council could lead Wales and the United Kingdom in tackling biodiversity loss, promoting the positive impacts of green open space, and ensuring all new developments are delivered in a way that improves, rather than detracts from, the accessibility and biodiversity of Bridgend's open green spaces and woodlands

2. This Council acknowledges that:

2.1. A review is being held of the Outdoor Sports and Children's Playing Space Audit as part of the emerging replacement LDP, ensuring the typology of open space categorisations outlined in the Welsh Government's Technical Advice Note 16: Sport, Recreation and Open Space are followed, with particular attention to differentiating outdoor/natural green space and amenity green space.

2.2. The Well-being of Future Generations (Wales) Act 2015 calls on Bridgend County Borough Council to:

2.2.1. "improve the economic, social, environmental and cultural wellbeing" of Bridgend

2.2.2. contribute to creating "a nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change"

2.2.3. contribute to creating "a society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood"

2.3. The Bridgend Public Services Board's Well-being Plan, of which Bridgend County Borough Council is a significant member, requires the council to:

2.3.1. ensure "communities place a greater value on their environment and more people get involved in local issues and recognise the importance of green space in wellbeing and as a prevention factor"

2.3.2. promote "healthy active people in resilient communities, volunteering, keeping young people in the local area, reducing travel to work, increased use and awareness of green spaces"

2.3.3. "work together to maximise the benefit from cultural, built and natural assets"

2.3.4. "make sure that as many people as possible know about the mental and physical benefits of spending time outdoors"

2.3.5. "preserve and protect habitats, promote sustainable management of green spaces, prevent loss of assets. Mitigate against climate change, biodiversity decline and flood risk"

2.3.6. "provide safe and accessible cultural and green assets for older people, carers, disabled people, young families and children"

2.3.7. "encourage community interaction by providing safe and accessible cultural and green assets. Communities feel connected to and engaged with their environment"

2.3.8. "promote sport and recreation linked to natural environment"

2.3.9. "reduce biodiversity decline"

2.4. The Placemaking Wales Charter, of which the Welsh Government is a signatory, calls on councils and organisations to ensure the following principles are met when planning, designing or managing new and existing places:

2.4.1. “The local community are involved in the development of proposals. The needs, aspirations, health and well-being of all people are considered at the outset. Proposals are shaped to help to meet these needs as well as create, integrate, protect and/or enhance a sense of community and promote equality”

2.4.2. “Places grow and develop in a way that uses land efficiently, supports and enhances existing places and is well connected”

2.5. Failure to embed the objectives and goals of the Well-being of Future Generations (Wales) Act and the Bridgend Well-being Plan will lead to the irreparable loss of vital open green space and woodland in communities across Bridgend

3. Therefore, this council resolves to:

3.1. Become a signatory of the Placemaking Wales Charter

3.2. Work to protect green open space and woodland within new and existing communities throughout the County Borough of Bridgend.

3.3. Should the loss of green space be the only option for any council building project, that a local referendum be held within the council ward where the work is due to be located to determine the community's support for such a project.

The Notice of Motion was seconded by Councillor A Pucella.

An amendment to the Notice of Motion was proposed by Councillor R Stirman, which was seconded by Councillor T Thomas that the words “County Borough” be added after the word “Bridgend” in paragraphs 1.1, 1.3 and 1.5 and that the words “would then become a material planning consideration when decisions are made” be added to the end of paragraph 3.3.

The Monitoring Officer advised Council that the proposal for a referendum contained in the notice of motion and amendment would not be appropriate when there is a process for proposals to be subject to statutory consultation with the public. The Monitoring Officer also advised that the amendment would not be lawful as it would bind the hands of the Development Control Committee. Councillor Stirman withdrew her amendment.

The Cabinet Member Communities expressed his concern with the Notice of Motion as everything included within paragraphs 1.1 to 1.5 are already being done by the Council and are embedded in the planning system. He stated that paragraphs 2.3 and 2.3.1 are also taken into consideration by the Council as part of the Wellbeing of Future Generations Act. Paragraph 2.3.3 is already part of the planning process, while paragraph 2.4 which refers to the Placemaking Charter is already being done and is the subject of consultation. He stated that he agreed with the thrust of paragraphs 3.1 and 3.2, however in relation to paragraph 3.3, he informed Members that the Council has in existence a consultation process and has direct interaction with the public and questioned what part of the Notice of Motion the Council was not in compliance with and further, questioned the relevance of a referendum as it would not have any standing and no discernible benefit.

The Monitoring Officer advised that a local referendum would be indicative and not binding on the Development Control Committee and would not carry the same weight of the statutory consultation process. The Monitoring Officer further advised that as the Development Control Committee is a statutory Committee a decision made by it can be appealed to the Planning Inspectorate.

The Group Manager Planning and Development gave an overview of planning in relation to the Notice of Motion and informed Members that the Council open spaces in the existing Local Development Plan (LDP) and will be protected in the new LDP and which would be the subject of extensive consultation and that there are key stages where the Council must engage with the community. Engagement will take place with the public on the LDP prior to it being submitted to the Welsh Government, who would then refer it to an Inspector for it to be scrutinised. The Inspector after scrutinising the LDP would refer it to the Welsh Ministers for approval prior to its adoption by the Council.

A member of Council informed Members that he believed a referendum on the proposed residential site at Tondu would have been met with a significant number of objections.

A member of Council stated that the Council already has robust processes in place and to hold local referendums would be a dangerous precedent and hamstrung the Development Control Committee.

The Cabinet Member Communities informed Members that the Monitoring Officer and Group Manager Planning and Development had advised Council in relation to the Notice of Motion and that the holding of a referendum would not hold any weight in planning decisions and to allow the Notice of Motion would raise the expectations of the public. He informed Council that he agreed with the pre-ambles in the Notice of Motion and he believed that a Notice of Motion to sign to the objectives and goals of the Placemaking Charter would receive the support of Council.

Councillor Giffard in summing up stated that the wording of the Notice of Motion had been the subject of consultation with the Monitoring Officer. He stated that it was acknowledged that the Council had already signed up to many of the points highlighted in the pre-ambles in the Notice of Motion. He also stated that many residents feel that their voices do not matter and that the Notice of Motion puts the power back in the hands of local people.

Following a vote by all Members present, it was:

**RESOLVED:** That the Notice of Motion was lost.

488. **URGENT ITEMS**

There were no urgent items.

489. **EXCLUSION OF THE PUBLIC**

**RESOLVED:** That under Section 100A (4) of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007, the public be excluded from the meeting during consideration of the following item of business as it contained exempt information as defined in Paragraph 14 of Part 4 and/or Paragraph 21 of Part 5 of Schedule 12A of the Act.

Following the application of the public interest test it was resolved that pursuant to the Act referred to above, to consider the



**COUNCIL - WEDNESDAY, 16 DECEMBER 2020**

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.

490. SCHOOL MODERNISATION - BAND B CAPITAL PROGRAMME - LAND COSTS

The meeting closed at 17:56

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO COUNCIL

20 JANUARY 2021

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

##### CAPITAL PROGRAMME UPDATE - QUARTER 3 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 31 December 2020 (**Appendix A**)
- seek 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 21 October 2020. This report provides an update on the following areas:

- Capital Programme 2020-21 Quarter 3 update
- Capital Programme 2020-21 onwards
- Prudential and Other Indicators
- Capital Strategy monitoring

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

#### **Capital Programme 2020-21 Quarter 3 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 £33.888 million, of which £17.960 million is met from Bridgend County Borough Council (BCBC) resources, including capital receipts and revenue contributions from earmarked reserves, with the remaining £15.928 million coming from external resources, including

General Capital Grant. Table 1 below shows the capital programme for each Directorate from the October 2020 (Quarter 2) approved Council position to quarter 3:

**Table 1 – Capital Programme per Directorate 2020-21**

Directorate	Approved Council 21-Oct-20 £'000	New Approvals & Adjustments £'000	Virements £'000	Slippage to future years £'000	Revised Budget 2020-21 £'000
Education & Family Support	7,249	25	150	(1,865)	5,559
Social Services and Well-being	2,291	471	150	(1,674)	1,238
Communities	39,846	(5,618)	(300)	(10,737)	23,191
Chief Executive's	4,155	5	0	(260)	3,900
<b>Total</b>	<b>53,541</b>	<b>(5,117)</b>	<b>0</b>	<b>(14,536)</b>	<b>33,888</b>

- 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
<b><i>BCBC Resources:</i></b>	
Capital Receipts	5,030
Earmarked Reserves	5,387
Unsupported Borrowing	2,184
Supported Borrowing	3,986
Other Loans	1,305
Revenue Contribution	68
<b>Total BCBC Resources</b>	<b>17,960</b>
<b><i>External Resources:</i></b>	
Grants	15,928
<b>Total External Resources</b>	<b>15,928</b>
<b>TOTAL RESOURCES</b>	<b>33,888</b>

- 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 As is usual at this point in the financial year, a number of schemes have been identified that require slippage into future years. Slippage is usually not undertaken until quarter 3 to ensure we have as much information as possible on likely timescales and costs. However, this year is showing unprecedented levels of slippage as a result of the additional impact of the Covid-19 pandemic, resulting in lockdowns, additional social distancing measures required and delays in sourcing materials. These are all reflected below. The total requested slippage is £14.536 million, which includes the following schemes:

Children's Residential Accommodation Hub (£1.564 million)

The COVID-19 pandemic has hindered the construction timescales considerably due to a lack of supplies and staff shortages mainly as a result of furlough. Internal Council departments, such as planning and procurement, have also had resource issues which have contributed to the delays.

The original scheduled start date for the tender process was May 2020, however this is now scheduled for January 2021, the delay of 7 months being as a result of the delays mentioned above. The current schedule for the completion of the tender exercise is likely to be March 2021 with construction starting in April 2021. As a result £1.564 million of the funding will be slipped into 2021-22.

The original profile of the Integrated Care Fund (ICF) grant funding approved for the scheme was £0.300 million in 2020-21 and £0.600 million in 2021-22. Due to the delays with the scheme there is a risk that there will be a shortfall in draw down of ICF grant funding in 2020-21 and as slippage cannot currently be guaranteed there is a risk an element of the grant funding will be lost. There is a potential that earmarked reserves will have to be used to mitigate any loss of grant, and if this is required it will be reported back at a later date.

Road Safety Improvements Heol Mostyn Junction (£0.540 million)

Following delays to the tender process as a result of the COVID-19 pandemic, tenders are only now being assessed and the contractor is due to be appointed during January 2021. To allow for preparation and mobilisation, construction is now expected to commence in March/April 2021, with an anticipated completion of summer 2021. Therefore £0.54 million funding is being slipped into 2021-22.

Economic Stimulus Grant (£0.887 million)

This funding is now part of a wider fund called the Economic Futures Fund (EFF) and as such will be reported against the overall delivery of that fund. It was set up to support Local Economic Recovery as the economy moved out of lockdown restrictions in 2020. The economy however has moved in and out of restrictions over the last 9 months, and continues to do so, and therefore the focus has been on the deployment of direct grant funding to businesses impacted by the varying restrictions rather than on longer term deployment of

the EFF and as such the £0.887million as part of the EFF will be slipped for use in 2021-22.

Coastal Risk Management Program – Porthcawl (£0.750 million)

The tender process is nearly complete however the contract will not be awarded until the final funding approval is received from Welsh Government. It is anticipated that this will be received by the end of January 2021. As a result it is anticipated that works will now commence in February 2021, therefore £0.750 million funding is being slipped for use in 2021-22 to reflect the revised schedule of works.

Maesteg Town Hall Cultural Hub (£3.050 million)

The project has been delayed by around 34 weeks due to COVID-19 and also additional unforeseen works required to the clock tower, which will be met from within the scheme budget. Therefore £3.050 million is being slipped for use in 2021-22.

Caerau Heat Network (£1.939 million)

A review of the scheme has identified that the use of mine-water as a heat source is not a viable option under the scheme. However, alternative technologies may provide a renewable heat scheme in Caerau. Approval to undertake an options appraisal is being sought from Cabinet to consider and identify alternative delivery models that are deliverable within the financial envelope of the scheme, can be delivered within the timescales and meet the requirements of the European grant funding.

The balance of slippage (£5.806 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 October 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:

Trem y Mor (£0.435 million)

The Council has been awarded £0.400 million as part of the Cwm Taf Morgannwg University Health Board Integrated Care Fund (ICF) Capital grant. The funding will be used to construct an office space on top of the existing flat roof at Trem Y Mor, providing more space to allow Health and Social Services staff to deliver an integrated service.

The total cost of the scheme is anticipated to be £0.435 million with an additional £0.035m being funded from an existing directorate earmarked reserve. Due to delays with the scheme there is a risk that, if there is any slippage, there will be a shortfall in draw down of ICF grant funding in 2020-21 and as slippage cannot currently be guaranteed there is a risk that an element of the grant funding will be lost. There is a potential that earmarked reserves

will have to be used to mitigate any loss of grant, and if this is required it will be reported back at a later date.

Berwyn Centre and Ogmore Vale Washeries (£0.186 million)

In December 2020 WG awarded the Council £0.186 million in relation to Berwyn Centre and Ogmore Vale Washeries - Covid recovery funding for town centres. The funding will be used to provide a suitable outdoor seating and meeting place with ample space for social distancing in the small town of Nantymoel. At the Ogmore Vale Washery site it is to be used to provide an area that can improve the quality of life, health and wellbeing of the local community by providing a safe and accessible environment in which to walk, relax, learn and play. This will include improved infrastructure for walking, cycling, running and other forms of physical activity ensuring access issues and health and safety are given full consideration.

Covid recovery for town centres (£0.360 million)

In December 2020 WG awarded the Council £0.360 million funding to enable the Council to extend its current 'Transforming Towns Covid-19 Recovery' programme to its Valley Task Force areas.

This funding will be focused on offering support to commercial businesses within the Northern Valleys in order to encourage people to return to their local commercial areas and to ensure there is a common sense of wellbeing, safety and confidence in these areas.

The funding is to be used primarily for external interventions, in order to facilitate social distancing in external areas and to enable citizens to participate in commercial activity in a new, yet innovative manner.

Three other minor additions to the programme are:

- Porthcawl Resort Investment Focus - £0.074 million ERDF grant
- ICF capital funding - £0.035 million for the purchase of 2 vehicles for Social Services
- Complex and Medical Needs Work in Schools - £0.025 million revenue contribution for provision of ALN at Cefn Cribwr Primary School

4.6 Other schemes which have material changes since the October report are as follows:

Active Travel Pencoed Technology Park

The scheme has been truncated due to Covid-19 and the expected spend this year is projected at £1.716 million. £0.050 million has been vired to the Penprysg Road Bridge scheme to cover an expected overspend. As a result of the reduced scheme there will be an under spend of £0.678 million. WG cannot give assurance that this funding can be carried forward or that further grant funding will be made available in 2021-22 therefore the capital grant allocation has been reduced.



### Cardiff Capital Region City Deal

The contributions to the scheme by the 10 partner local authorities has been reviewed and a revised profile of contributions has been proposed. The Council's contribution for 2020-21 has been reduced from £1.575 million to £0.396 million though contributions in future years has been brought forward and this is reflected in the revised Capital Programme. In addition, £3.977 million of Treasury funding of the City Deal scheme has been shown as a negative approval in 2020-21 as the funding from Treasury will flow directly to the City Deal Joint Committee. The total contribution by the Council to the City Deal has not changed.

### Sustainable Transport Covid

In June 2020 WG awarded the Council with funding in relation to Local Sustainable Transport Covid Response of £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. The funding has to be used by 31 March 2021 and the projected spend for this year is only £0.350 million and the balance of the grant of £0.269 million cannot be utilised. Therefore the capital grant allocation has been reduced to reflect this.

- 4.7 There are a number of other schemes within the Capital Programme that are awaiting confirmation of external funding over the winter period. Once approval is known, it may also result in some schemes needing to be re-profiled. 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

- 4.8 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.
- 4.9 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.
- 4.10 **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**

- 4.11 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.
- 4.12 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 3.

### **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 Council:
- note the Council's capital programme for 2020-21 for the period to 31 December 2020 (**Appendix A**);
  - approves the revised Capital Programme (**Appendix B**);
  - notes the projected Prudential and Other Indicators for 2020-21 (**Appendix C**).

**Gill Lewis**  
**Interim Chief Officer – Finance, Performance and Change**  
**January 2021**

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CF31 4AP

**Background documents:**

Capital Strategy 2020-21– Report to Council 26 February 2020  
Capital Programme Q2 Update 2020-21 – Report to Council 21 October 20  
Medium Term Financial Strategy 2020 onwards – Report to Council 26 February 2020

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Page 29	Budget 20-21 (Council October 20) £'000	New Approvals/(Reductions) £'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
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**Education & Family Support**

YSGOL BRYN CASTELL SPECIAL SCHOOL	-		150	(150)	-	-	-	-	-
BRYNMENYN PRIMARY	44			(44)	-	-	-	-	-
GATEWAY TO THE VALLEYS SEC SCH	97			(96)	1	1	1	-	-
GARW VALLEY SOUTH PRIMARY PROVISION	160			(160)	-	(4)	-	-	-
PENCOED PRIMARY	62			(55)	7	7	7	-	-
GARW VALLEY PRIMARY HIGHWAYS	30			(30)	-	-	-	-	-
PENCOED PRIMARY SCHOOL HIGHWAYS WORKS	56			(56)	-	0	-	-	-
BRYNMENYN SCHOOL HIGHWAYS WORK	15			(12)	3	3	3	-	-
ALN PROVISION	7		(7)		-	-	-	-	-
REDUCTION OF INFANT CLASS SIZES	70				70	26	70	-	-
CROESTY PRIMARY SCHOOL	149				149	20	149	-	-
SCHOOLS CAPITAL MINOR WORKS	397				397	115	397	-	-
SCHOOLS TRAFFIC SAFETY	252			(252)	-	-	-	-	-
SCHOOL MODERNISATION RETENTION	591		7	(598)	-	-	-	-	-
CEFN CRIBWR PRIMARY ALN	438				438	432	438	-	-
EDUCATION S106 SCHEMES	202			(202)	-	-	-	-	-
COMPLEX & MEDICAL NEEDS PROVISION	49	25			74	74	74	-	-
MYNYDD CYNFFIG PRIMARY SCHOOL MOBILES	1,200				1,200	1,073	1,200	-	-
SCHOOLS' CAPITAL MAINTENANCE GRANT	1,462				1,462	931	1,462	-	-
WELSH MEDIUM CHILDCARE PROVISION - BETTWS	578				578	25	578	-	-
WELSH MEDIUM CHILDCARE PROVISION - BRIDGEND	55			(55)	-	-	-	-	-
WELSH MEDIUM CHILDCARE PROVISION - OGMORE	128				128	34	128	-	-
WELSH MEDIUM CHILDCARE PROVISION - PORTHCAWL	55			(55)	-	-	-	-	-
WELSH MEDIUM CHILDCARE PROVISION - HIGHWAYS	100			(100)	-	-	-	-	-
WLGA - ADDITIONAL FUNDING FOR ICT -SCHOOLS	81				81	-	81	-	-
EAST HUB- BRYNTEG COMPREHENSIVE	971				971	934	971	-	-

<b>TOTAL Education &amp; Family Support</b>	<b>7,249</b>	<b>25</b>	<b>150</b>	<b>(1,865)</b>	<b>5,559</b>	<b>3,672</b>	<b>5,559</b>	<b>-</b>	<b>-</b>
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**Social Services and Wellbeing**

BRIDGEND RECREATION	-		150	(70)	80	-	80	-	-
BRYNGARW PARK - ACCESS IMPROVEMENTS	35				35	-	35	-	-
BRYN Y CAE - HFE'S	40			(40)	-	-	-	-	-
WELLBEING MINOR WORKS	121				121	5	121	-	-
TREM Y MOR - ACCOMODATION	-	435			435	19	435	-	-
TY PENYBONT	-	1			1	1	1	-	-
BAKERS WAY MINOR WORKS	10				10	-	10	-	-
GLAN YR AFON CARE HOME	51				51	-	51	-	-
CHILDRENS RESIDENTIAL HUB	1,864			(1,564)	300	156	300	-	-
HARTSHORN HOUSE	50				50	-	50	-	-
ICF CAPITAL FUNDING	-	35			35	5	35	-	-
EXTRA CARE FACILITIES	120				120	-	120	-	-

<b>TOTAL Social Services &amp; Wellbeing</b>	<b>2,291</b>	<b>471</b>	<b>150</b>	<b>(1,674)</b>	<b>1,238</b>	<b>186</b>	<b>1,238</b>	<b>-</b>	<b>-</b>
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	Budget 20-21 (Council October 20) £'000	New Approvals/(Reductions) £'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
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## Communities

### Street Scene

COMMUNITY PLAY AREAS	-		336	(336)	-	-	-	-	-
PARKS/PAVILIONS/COMMUNITY CENTRES CAT	748				748	42	748	-	-
ABERFIELDS PLAYFIELDS	11				11	-	11	-	-
CARDIFF CAPITAL REGION CITY DEAL	5,552	(5,156)			396	-	396	-	-
PORTHCAWL TOWN SEA DEFENCE	52				52	-	52	-	-
COYCHURCH CREMATORIUM	20				20	21	20	-	-
REMEDIAL MEASURES - CAR PARKS	105		30	(105)	30	-	30	-	-
CIVIL PARKING ENFORCEMENT	38			(38)	-	-	-	-	-
ROAD SAFETY SCHEMES	84		300	(320)	64	32	64	-	-
ACTIVE TRAVEL- PENCOED TECHNOLOGY PARK	2,444	(678)	(50)		1,716	33	1,716	-	-
HIGHWAYS STRUCTURAL WORKS	200				200	6	200	-	-
CARRIAGEWAY CAPITAL WORKS	250				250	169	250	-	-
ACTIVE TRAVEL - BRIDGEND TO BRACKLA	-				-	(18)	-	-	-
ROAD SAFETY IMPROVEMENTS - HEOL MOSTYN	600		(600)		-	-	-	-	-
PROW CAPITAL IMPROVEMENT STRUCTURES	50		203		253	3	253	-	-
HIGHWAYS REFURBISHMENT GRANT	957				957	681	957	-	-
CARRIAGEWAY & FOOTWAYS RENEWAL	1,700				1,700	1,375	1,700	-	-
NATIONAL CYCLE NETWORK PHASE 2	-				-	(17)	-	-	-
REPLACEMENT OF STREET LIGHTING	280				280	22	280	-	-
BRIDGE STRENGTHENING A4061	1,285				1,285	944	1,285	-	-
COMMUNITIES MINOR WORKS	468				468	(14)	468	-	-
RIVER PROTECTION MEASURES	178		(40)		138	126	138	-	-
RETAINING WALL REPLACEMENT BETTWS	51				51	-	51	-	-
PYLE PARK AND RIDE METRO	120				120	56	120	-	-
LOCAL TRANSPORT FUND - PENPRYSG ROAD BRIDGE	80		50		130	82	130	-	-
LOCAL TRANSPORT FUND - BRIDGEND TO COYCHURCH	-				-	(32)	-	-	-
SAFE ROUTES - COITY HIGHER	222				222	9	222	-	-
SUSTAINABLE TRANSPORT COVID RESPONSE	619	(269)			350	89	350	-	-
RESIDENTS PARKING BRIDGEND TC	128			(128)	-	-	-	-	-
FLEET VEHICLES	2,085			(224)	1,861	192	1,861	-	-
RELOCATE RECYCLING CENTRE	1,594			(100)	1,494	508	1,494	-	-
AHP WASTE	238				238	30	238	-	-
HEOL MOSTYN JUNCTION	-	(23)	600	(540)	37	37	37	-	-
EXTENSION TO CORNELLY CEMETERY	13				13	-	13	-	-
EXTENSION TO PORTHCAWL CEMETERY	17				17	-	17	-	-
STREET LIGHTING ENERGY SALIX	1417	(112)			1,305	462	1,305	-	-
HIGHWAYS S106 MINOR SCHEMES	63				63	-	63	-	-
<b>TOTAL Streetscene</b>	<b>21,669</b>	<b>(6,238)</b>	<b>829</b>	<b>(1,791)</b>	<b>14,469</b>	<b>4,839</b>	<b>14,469</b>	<b>-</b>	<b>-</b>

### Regeneration & Development

BRIDGEND BUS SUP NETWORK	128				128	76	128	-	-
PORTHCAWL RESORT INVESTMENT FOCUS (PRIF)	99	74		(15)	158	59	158	-	-
EU CONVERGANCE SRF BUDGET	990				990	-	990	-	-
VRP - BRYNGARW PARK	239				239	5	239	-	-
VRP - PARC SLIP	163			(29)	134	20	134	-	-
TRI THEMATIC PROJECTS (UCPE AND UCLG)	820				820	127	820	-	-
TRI STANDALONE PROJECTS	299				299	298	299	-	-
PORTHCAWL REGENERATION PROJECT	50			16	66	66	66	-	-
BERWYN CENTRE AND OGMORE VALE WASHERIES		186			186	-	186	-	-
COVID RECOVERY FOR TOWN CENTRES		360			360		360	-	-
ECONOMIC STIMULUS PROJECT	887			(887)	-	-	-	-	-
COASTAL RISK MANAGEMENT PROGRAM	1,500			(750)	750	10	750	-	-

	Budget 20-21 (Council October 20) £'000	New Approvals/(Reductions) £'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
BRIDGEND HEAT SCHEME	450			(450)	-	-	-	-	-
MAESTEG TOWN HALL CULTURAL HUB	5,098			(3,050)	2,048	987	2,048	-	-
TOWN & COMMUNITY COUNCIL FUND	249				249	36	249	-	-
CAERAU HEAT NETWORK	1,939			(1,939)	-	-	-	-	-
PORTHCAWL THI	134			(119)	15	-	15	-	-
<b>TOTAL Regeneration &amp; Development</b>	<b>13,045</b>	<b>620</b>	<b>-</b>	<b>(7,223)</b>	<b>6,442</b>	<b>1,684</b>	<b>6,442</b>	<b>-</b>	<b>-</b>

#### Corporate Landlord

CAPITAL ASSET MANAGEMENT FUND	820				820	-	820	-	-
CORPORATE LANDLORD ENERGY EFFICIENCY SAVINGS	12				12	2	12	-	-
ENTERPRISE HUB	603			(450)	153	79	153	-	-
RAVEN'S COURT MINOR WORKS	454			(442)	12	7	12	-	-
ELECTRIC VEHICLE CHARGING POINTS RAVENS COURT	25				25	13	25	-	-
RELOCATION OF REGISTRARS	9		50		59	58	59	-	-
BRIDGEND/MAESTEG MARKET MINOR WORKS	25				25	-	25	-	-
DDA WORKS	286				286	23	286	-	-
MINOR WORKS	258				258	-	258	-	-
FIRE PRECAUTIONS MINOR WORKS	191			(91)	100	13	100	-	-
BRYNCETHIN DEPOT FACILITIES	151				151	18	151	-	-
NON OPERATIONAL ASSETS	480			(480)	-	-	-	-	-
EVERGREEN HALL - LEASE ACQUISITION	40				40	39	40	-	-
INVESTING IN COMMUNITIES	1,728		(1,539)		189	4	189	-	-
BRYNGARW HOUSE	30				30	-	30	-	-
COMMUNITY CENTRES	-		360	(260)	100	-	100	-	-
PENCOED LIBRARY	20				20	-	20	-	-
<b>Total Corporate Landlord</b>	<b>5,132</b>	<b>-</b>	<b>(1,129)</b>	<b>(1,723)</b>	<b>2,280</b>	<b>256</b>	<b>2,280</b>	<b>-</b>	<b>-</b>

<b>TOTAL Communities</b>	<b>39,846</b>	<b>(5,618)</b>	<b>(300)</b>	<b>(10,737)</b>	<b>23,191</b>	<b>6,779</b>	<b>23,191</b>	<b>-</b>	<b>-</b>
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#### Chief Executive

CORPORATE CAPITAL FUND	124				124	69	124	-	-
<b>TOTAL Corporate Capital Fund</b>	<b>124</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>124</b>	<b>69</b>	<b>124</b>	<b>-</b>	<b>-</b>

DISABLED FACILITIES GRANTS (DFG)	1,926		(106)		1,820	922	1,820	-	-
HOUSING RENEWAL AREA	100				100	1	100	-	-
VALLEYS TASK FORCE EMPTY PROPERTIES GRANT	300				300	82	300	-	-
COMFORT SAFE & SECURITY GRANTS			8		8	8	8	-	-
WESTERN VALLEY EMPTY HOMES PILOT	260			(260)	-	-	-	-	-
EMERGENCY REPAIR LIFETIME GRANT	24		98		122	122	122	-	-
ENABLE SUPPORT GRANT	180				180	179	180	-	-
<b>TOTAL Housing/Homelessness</b>	<b>2,790</b>	<b>-</b>	<b>-</b>	<b>(260)</b>	<b>2,530</b>	<b>1,315</b>	<b>2,530</b>	<b>-</b>	<b>-</b>

DIGITAL MEETING SPACES	26				26	24	26	-	-
ICT INFRA SUPPORT	527				527	527	527	-	-
DATA CENTRE	-	5			5	5	5	-	-
<b>TOTAL ICT</b>	<b>553</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>558</b>	<b>556</b>	<b>558</b>	<b>-</b>	<b>-</b>

UNALLOCATED	688	-	-	-	688	-	688	-	-
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<b>TOTAL Chief Executive</b>	<b>4,155</b>	<b>5</b>	<b>-</b>	<b>(260)</b>	<b>3,900</b>	<b>1,939</b>	<b>3,900</b>	<b>-</b>	<b>-</b>
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<b>GRAND TOTAL</b>	<b>53,541</b>	<b>(5,117)</b>	<b>-</b>	<b>(14,536)</b>	<b>33,888</b>	<b>12,575</b>	<b>33,888</b>	<b>-</b>	<b>-</b>
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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 25 February 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 February 2020) £m	2020-21 Projection £m
Council Fund services	22.822	55.954	33.888
Investment Properties	-	0.480	0
<b>TOTAL</b>	<b>22.822</b>	<b>56.434</b>	<b>33.888</b>

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 February 2020) £m	2020-21 Projection £m
External sources	16.199	21.551	15.928
Own resources	1.408	23.664	9.974
Net Financing Requirement	5.215	11.219	7.986
<b>TOTAL</b>	<b>22.822</b>	<b>56.434</b>	<b>33.888</b>

The net financing requirement has fallen compared to the estimate in the Capital Strategy as a result of the reduction in forecast spend, reduction 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 February 2020) £m	2020-21 Projection £m
Minimum Revenue Provision (MRP)	2.858	2.925	2.925
Additional Voluntary Revenue Provision	1.948	1.505	1.489
<b>Total MRP &amp; VRP</b>	<b>4.833</b>	<b>4.430</b>	<b>4.414</b>
<b>Other MRP on Long term Liabilities</b>	<b>0.690</b>	<b>0.743</b>	<b>0.743</b>
<b>Total Own Resources</b>	<b>5.523</b>	<b>5.173</b>	<b>5.157</b>

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 3:

*Table 4: Prudential Indicator: Estimates of Capital Financing Requirement*

	2019-20 Actual £m	2020-21 Estimate £m	2020-21 Projection £m
<b>Capital Financing Requirement</b>			
Opening CFR excluding PFI & other liabilities	155.084	155.893	155.466
Opening PFI CFR	17.000	16.309	16.310
<b>Total opening CFR</b>	<b>172.084</b>	<b>172.203</b>	<b>171.776</b>
Movement in CFR excluding PFI & other liabilities	0.382	6.789	3.061
Movement in PFI CFR	(0.690)	(0.743)	(0.743)
<b>Total movement in CFR</b>	<b>(0.308)</b>	<b>6.046</b>	<b>2.318</b>
<b>Closing CFR</b>	<b>171.776</b>	<b>178.249</b>	<b>174.094</b>
<b>Movement in CFR represented by:</b>			
Net financing need for year (Table 2 above)	5.215	11.219	7.475
Minimum and voluntary revenue provisions	(4.833)	(4.430)	(4.414)
MRP on PFI and other long term leases (Table 3)	(0.690)	(0.743)	(0.743)
<b>Total movement</b>	<b>(0.308)</b>	<b>6.046</b>	<b>2.318</b>

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*

	<b>2019-20 Actual £m</b>	<b>2020-21 Estimate (Council Feb 20) £m</b>	<b>2020-21 Projection £m</b>
Debt (incl. PFI & leases)	116.867	<b>117.867</b>	<b>113.367</b>
Capital Financing Requirement	171.776	<b>178.249</b>	<b>174.094</b>

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*

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

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*

	<b>2019-20 Actual £m</b>	<b>2020-21 Estimate (Council February 2020) £m</b>	<b>2020-21 Projection £m</b>
Capital Financing Central	6.728	6.995	6.975
Other Financing costs	3.893	3.451	3.451
<b>TOTAL FINANCING COSTS</b>	<b>10.821</b>	<b>10.446</b>	<b>10.426</b>
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 COUNCIL

20 JANUARY 2021

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

##### COUNCIL TAX REDUCTION SCHEME 2021-22

#### 1. Purpose of report

- 1.1 The purpose of this report is to provide Council with information regarding the implementation of the 2021-22 Council Tax Reduction Scheme (CTR), and to set out the requirement for Councils to adopt a CTR scheme by 31 January 2021, together with the funding implications.

#### 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**:-

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.

- 2.2 The Housing Benefits Service, which administers CTR, is a statutory service which supports our disadvantaged citizens.

#### 3. Background

- 3.1 CTR provides assistance for those on low incomes with a liability to pay Council Tax.
- 3.2 Part 1 of the Welfare Reform Act 2012 (chapter 3, regulation 33) abolished Council Tax Benefit (CTB) with the intention to localise the allocation and administration of Council Tax Benefit (CTB) from 2013-14.
- 3.3 The UK Government devolved to Welsh Government the establishment of localised schemes in Wales, and stated the intention to reduce expenditure on CTB by the equivalent of 10%.
- 3.4 The Welsh Government decided to develop a single nationally defined scheme set out in regulations for the provision of Council Tax support in Wales. The scheme also provided for a small number of discretionary elements which individual councils can choose to adopt; any additional associated costs were to be locally funded.

3.5 On 22 January 2020, the Council adopted the Council Tax Reduction Scheme for 2020-21 in accordance with the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013. This scheme will end on 31 March 2021.

3.6 From the latest data, there are currently 13,216 households receiving CTR; 8,454 of these are of working age and 4,762 are of pensionable age. Out of the 13,216 households receiving CTR, 10,212 are entitled to a full CTR reduction.

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

##### **4.1 The Council Tax Reduction Scheme 2021-22**

4.2 The CTR Scheme in Wales is set by regulations made under Schedule 1B of the Local Government Finance Act 1992 (as inserted by the Local Government Finance Act 2012).

4.3 On 27 November 2013, the Assembly laid regulations that implemented the arrangements to support those who will pay council tax. The regulations (Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 and Council Tax Reduction Schemes (Default Scheme) (Wales) Regulations 2013) prescribe the main features of the scheme to be adopted by all councils in Wales. Minor amendments to these regulations have since been made each financial year.

4.4 The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2021 have now been laid. These regulations update the financial figures used in the CTR schemes and make amendments to:

- make provision that compensation payments made under the Windrush Compensation Scheme are disregarded from capital when determining an applicant's eligibility for a reduction, and the amount of that reduction.
- provide how payments of universal credit to claimants who have reached state pension credit qualifying age are to be taken into account when determining eligibility for a reduction and the amount of a reduction.

4.5 The new regulations do not contain any significant changes, from the claimants' perspective, to the current scheme and the maximum level of support that eligible claimants can receive remains at 100%. The regulations can be found at:

<https://business.senedd.wales/mgIssueHistoryHome.aspx?IId=34956>

4.6 Within the Prescribed Requirements Regulations, there is limited discretion given to the Council to apply discretionary elements that are more generous than the national scheme. These are:

- The ability to increase the standard extended reduction period of 4 weeks given to persons after they return to work (where they have previously been receiving CTR that is to end as a result of their return to work);
- Discretion to increase the amount of War Disablement Pensions and War Widows Pensions which is to be disregarded when calculating income of the claimant; and
- The ability to backdate the application of CTR with regard to late claims prior to the new standard period of three months before the claim.

- 4.7 It is required that the Council adopts a CTR Scheme regardless of whether it applies any of the discretionary elements. If the Council fails to approve a scheme, then a default scheme shall apply. The Council can only apply discretion if it makes its own scheme under the Prescribed Requirements Regulations.
- 4.8 **Consultation**
- 4.9 The 2015 amendment Regulations removed the requirement for local authorities to publish a draft scheme and consult interested persons where a billing authority revises a scheme in consequence of amendments made to the Prescribed Requirement Regulations. The effect of the amendment was to remove the requirement for local authorities to consult in relation to changes made by Welsh Ministers (as opposed to the discretionary areas of the scheme), over which local authorities have no discretion.
- 4.10 Consultation on the Prescribed Requirement Regulations was undertaken in 2016 and the results detailed in the Head of Finance's report to Council on the Council Tax Reduction Scheme on 11 January 2017. As it is proposed not to change the discretionary elements, a further consultation exercise has not been completed.
- 4.11 It is proposed that the discretionary elements remain as follows:
- The extended payment period is maintained at the minimum standard of 4 weeks.
  - War Disablement Pensions and War Widows Pensions are fully disregarded when calculating entitlement to CTR. The estimated cost of this proposal within the financial year is £9,100.
  - Backdating is maintained at the minimum standard of 3 months.
- 4.12 The total estimated cost to the Council for these three proposals is £9,100 for 2021-22.
- 4.13 **Main Issues**
- 4.14 The Council must consider whether to replace or revise its CTR scheme and is obliged to make a scheme under the requirements of the Prescribed Requirements Regulations. The obligation is a statutory duty and applies even if the Council chooses not to apply any of the discretions available to it.
- 4.15 The recommended approach to the available discretions is to apply the recommendations in Table 1 paragraph 4.23. It should be noted that there are no additional monies available from the Welsh Government to fund the discretionary elements.
- 4.16 The scheme must be administered by local authorities within a fixed budget. There are significant difficulties adequately funding a service which is demand led with a fixed cost budget provision. The Welsh Government has confirmed there will be no additional funding to bridge any gap and each authority will be expected to meet any shortfall.

4.17 The Council continues to have powers to support hardship on an individual basis or in respect of a defined group. Such arrangements cannot, however, form part of the CTR Scheme itself.

#### 4.18 **Adoption of the Council Tax Reduction Scheme**

4.19 The Council is required to adopt a scheme by 31 January 2021 under the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013, regardless of whether it chooses to apply any of the discretionary elements. If the Council fails to make a scheme, then a default scheme will apply under the Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2013.

4.20 It is recommended that the Council adopts:

- a Scheme under the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013, which includes all the elements that must be included in the scheme, as set out in the Regulations; and with regard to the discretionary elements, includes the recommendations in Table 1 set out at Paragraph 4.23 below; and
- The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2014 to 2020; and
- The Council Tax Reduction Schemes (Prescribed Requirements and Default Scheme) (Wales) (Amendment) Regulations 2021.

4.21 Part 5 of the Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013 (Other matters that must be included in an Authority's Scheme) identifies which elements of the prescribed requirements of a scheme are minimum only requirements and in respect of which local authorities have an element of discretion.

4.22 The recommendation in relation to the available discretionary elements is contained in Table 1 below: and takes into account the following:

- The consultation responses received in 2016, in particular those relating to the discretionary elements,
- The current local scheme in relation to the treatment of War Disablement Pensions, War Widows Pensions and War Widowers Pensions for Housing Benefit and 2019-20 CTR scheme, which disregards these payments in full,
- The fixed funding available.

#### 4.23 Table 1 – Discretionary elements

Part 5 – Other matters that must be included in an authority’s scheme	Prescribed Requirement Regulations (Minimum Requirements)	Recommended Details to be Adopted with regard to discretionary elements
<p>Ability to increase the standard extended reduction period of 4 weeks given to applicants where they have previously been receiving a council tax reduction that is to end, as they have ceased receiving qualifying benefits as a result of returning to work, increasing their hours of work, or receiving increased earnings. Regulation 32 (3) and Regulation 33 (3), paragraph (33) Schedule 1 and paragraph (35) and (40) Schedule 6.</p>	<p>4 weeks</p>	<p>Pensioners: The 4 weeks period specified in paragraph (33) Schedule 1 will apply, and</p> <p>Non-pensioners: The 4 weeks period specified in paragraph (35) and (40) Schedule 6 will apply.</p>
<p>Ability to backdate applications of CTR for the minimum requirements specified in the Regulations will apply periods longer than the standard period of 3 months before the claim is made. Regulation 34 (4) and Paragraph (3) and (4) of Schedule 13.</p>	<p>3 months</p>	<p>Pensioners: The period of 3 months specified in paragraph (3) Schedule 13 will apply, and</p> <p>Non-pensioners: The period of 3 months specified in paragraph 4, Schedule 13 will apply.</p>
<p>Ability to disregard more than the statutory weekly £10 of income received in respect of War Disablement Pensions and War Widows Pensions and War Widowers Pensions (disregarded when calculating income of the applicant); Regulation 34 (5), Paragraphs 1(a) and 1(b) Schedule 4 and Paragraphs 20(a) and 20(b) of Schedule 9</p>	<p>£10</p>	<p>Pensioners: The total value of any pension specified in paragraph 1(a) and 1(b) Schedule 4 will be disregarded.</p> <p>Non-pensioners: The total value of any pension specified in paragraph 20(a) and 20(b) Schedule 9 will be disregarded.</p>

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

5.1 None.

## **6. Equality Impact Assessment**

- 6.1 An Equality Impact Assessment was completed for the 2013-14 CTR scheme and as the proposed scheme for 2021-22 does not contain any significant changes, a further Equality Impact Assessment has not been conducted.
- 6.2 The Welsh Government has undertaken a detailed regulatory impact assessment, which includes an equality impact assessment; the findings reported were in line with their expectations.
- 6.3 The Council has undertaken a consultation exercise and this consultation assists the Council in satisfying the public sector equality duty in the Equality Act 2010.

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

- 7.1 The well-being goals identified in the Act have been 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 The 2021-22 Provisional Local Government Settlement shows that the sum provided for CTR across Wales is at the same level as 2020-21, a total of £244 million, a sum that has not changed over the years. Bridgend Council's 2021-22 provisional settlement from Welsh Government includes £13.088 million to fund the CTR scheme, a reduction of £96,000 from the allocation of £13.184 million in 2020-21; this amount does not take into account any increase in council tax charges but is distributed based on expenditure on council tax reduction schemes in previous years. This amount is unlikely to change in the final settlement.
- 8.2 Any shortfall between the amount provided in the settlement and the amount of CTR awarded, including any discretionary elements, will fall on the Council. Based on the current caseload the estimated total cost of the scheme for 2021-22 is around £15.8 million (including the cost of the discretionary elements), which is £2.712 million higher than the funding provided by Welsh Government. Additional funding of £1 million to meet the full cost of the CTR scheme was included in the base budget as part of the Medium Term Financial Strategy 2014-15 to 2017-18. In addition, further funding has also been provided through the MTFs since then to meet demographic changes and changes arising as a result of the increase in council tax. The proposed budget for 2021-22 is currently £15.654 million, which includes additional funding to meet the proposed council tax increase in the MTFs. However, with the ongoing Covid-19 pandemic, and the impact of the restrictions on the economy, and increases in the number of people eligible for, and claiming, benefits, this budget will need to be kept under review during the financial year. The Welsh Government has provided additional funding during 2020-21 to mitigate some of the effects of the pandemic from its Hardship Fund, but there is no information yet as to whether or not any further financial support will be forthcoming during 2021-22.

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

9.1 It is recommended that Council:

- Notes The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013, and the 2014 to 2021 amendment regulations.
- Adopts the Council Tax Reduction Scheme 2021-2022 as set out in paragraphs 4.18 to 4.23 of this report.

**Gill Lewis**

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

**31 December 2020**

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Benefits and Financial Assessments Manager

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**Background documents:** None

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## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO COUNCIL

20 JANUARY 2021

### REPORT OF THE MONITORING OFFICER

#### APPOINTMENT TO THE STANDARDS COMMITTEE

#### 1. Purpose of Report

- 1.1 Members will be aware that a vacancy for a Town and Community Councillor has arisen on the Standards Committee. It is therefore necessary for an appointment to be made to fill this vacancy.

#### 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 The Standards Committees (Wales) Regulations 2001 provide for the membership of Standards Committees. The Standards Committee of this Council has a current membership of six members comprised as follows:

- Cllr M Clarke (County Borough Member)
- Cllr P Davies (County Borough Member)
- Mr J Baker (Independent Member)
- Mrs J Keily (Independent Member)
- Mr C Jones OBE (Chair, Independent Member)
- Mr P Clarke (Independent Member)

- 3.2 A vacancy has arisen on the Committee for a Town and Community Council Member due to the resignation of Cllr Graham Walters (Town and Community Councillor). The Council has previously provided delegated authority to the Monitoring Officer to oversee a recruitment process and to report to Council any successful appointment.

#### 4. Current situation / proposal

- 4.1 For the vacancy of Town and Community Councillor, the Monitoring Officer contacted all Town and Community Councils within the administrative area of the County Borough of Bridgend seeking expressions of interest.
- 4.2 The following criteria was adopted by the Standards Committee for the shortlisting

of candidates:

- Understanding of the Model Code of Conduct.
- Understanding / experience of undertaking investigative hearings.
- Understanding of Local Government and the role of Members.
- Acceptance of the values required within public office.

4.3 Following formal interviews at a meeting of the Standards Committee on 21<sup>st</sup> December 2020, the Committee approved the appointment of Cllr Gavin Thomas as a Town and Community Councillor representative of the Committee.

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

5.1 There is no effect upon the Policy Framework and Procedure Rules; however the Standards Committee contributes to the maintenance of probity in the Authority.

## **6. Equality Impact Assessment**

6.1 There are no 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. As the report is for information only and is retrospective in nature 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 None.

## **9.1 Recommendation**

9.1 It is recommended that Council note the appointment of Cllr Gavin Thomas as a Town and Community Councillor representative with immediate effect.

**K Watson**

**Chief Officer Legal, HR, and Regulatory Services & Monitoring Officer**

**January 2021**

**Contact Officer:** Kelly Watson, Chief Officer, Legal, HR and Regulatory Services & Monitoring Officer.

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**Background documents**

None

## BRIDGEND COUNTY BOROUGH COUNCIL

### REPORT TO COUNCIL

20 JANUARY 2021

### REPORT OF THE CHIEF EXECUTIVE

#### LOCAL GOVERNMENT AND ELECTIONS (WALES) BILL

#### 1. Purpose of report

- 1.1 To provide Council with an update regarding the Local Government and Elections (Wales) Bill and an Action Plan to ensure that the Council is prepared for the various elements of the Bill that will come into force in due course.

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

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-
1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
  2. **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

#### 3. Background

- 3.1 The Bill was passed by the Senedd on 18<sup>th</sup> November 2020 and will receive Royal Assent in January 2021. It is a substantial piece of legislation covering electoral reform, public participation, governance and performance and regional working.
- 3.2 The new approach, as set out in the Bill, is designed to be a more streamlined, flexible, sector-led approach to performance, good governance and improvement. The intention is for councils to be proactive in considering how internal processes and procedures should change to enable more effective planning, delivery and decision making in order to drive better outcomes.
- 3.3 In summary the Bill introduces:

##### Reforming Electoral Arrangements for local government

- Extending the voting franchise to 16 and 17 year olds and foreign citizens legally resident in Wales;
- Enabling councils to choose between 'first past the post' or the 'single transferable vote' voting systems;
- Change of electoral cycle for principal councils from four years to five years;

- Allowing non-politically restricted council staff to stand for election in their own authority (but who should resign if elected);
- Removal of Returning Officers' Fees for local elections.

#### General Power of Competence

- There was wide spread support for a general power of competence. This is now included in the Bill.

#### Reforming public participation in local government

- Duty to encourage local people to participate in local government (and to produce a strategy to that effect);
- Duty to make petition scheme (and repeal of community polls);
- Duty to broadcast certain council meetings;
- Flexibility around remote attendance of Members.

#### Reforms around democratic governance and leadership

- Appointment of Chief Executives (rather than Head of Paid Service) with specific duties;
- Appointment of assistants to Cabinets and allowing job-sharing Leaders or Cabinet Members;
- Updating family absence provisions in line with those available to employees;
- Requiring Leaders of political groups to promote and maintain high standards of conduct by Members of their groups.

#### Reform of the performance and governance regime

- Repeal of the 2009 Measure duties, replacing audit and reporting duties with self-assessment and panel assessment (peer review);
- Reforms to Audit Committees, renaming as Governance and Audit Committees and prescribing membership and chair.

#### Collaborative Working

- Powers for councils to initiate the establishment of Corporate Joint Committees (CJCs) covering any functions
- Powers for Ministers to establish CJCs covering the four functions of economic development, transport, strategic planning and school improvement.

#### Voluntary Mergers of principal councils

- Compulsory mergers are no longer Government policy;
- Powers to facilitate voluntary mergers of principal councils and restructuring a principal area.

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

- 4.1 It is anticipated that the Bill will receive Royal Assent in January 2021. The 'Coming into Force' provisions of the Bill are complex with some provisions coming into force within days of Royal Assent, others within months, and the majority via Ministerial

Statutory Instrument. Welsh Government will be developing a clear outline timetable for implementation for local authorities.

- 4.2 Attached as **Appendix 1** is an Action Plan to ensure that this Council is prepared for the introduction of the Bill. The Action Plan will be updated accordingly as various provisions of the Bill come into force.

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

- 5.1 None directly applicable to this report.

## **6. Equality Impact Assessment**

- 6.1 There are no 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. As the report is for information only it is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report. Elements of the Bill will however have a positive impact on the five ways of working under the Act.

## **8. Financial implications**

- 8.1 None directly applicable to this report but individual elements of the Bill will have future cost implications.
- 8.2 Welsh Government has committed to providing support and funding for some aspects of the Bill's implementation, including £500,000 to support digital democracy and potential set-up costs to support Corporate Joint Committees.
- 8.3 Improvement support will also be provided to councils through the WLGA, for example in supporting new councillor duties, public participation duties, statutory self-assessments and panel assessments.

## **9. Recommendations**

Council is recommended to:

- 9.1 Note the report and Action Plan attached as **Appendix 1**;
- 9.2 Note that further reports on individual elements of the Bill will be submitted to Cabinet and Council in due course.

**Mark Shephard**  
**Chief Executive**  
**January 2021**

**Contact Officer: Mark Shephard, Chief Executive.**

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**Background documents:** None

**Bridgend County Borough Council  
Local Government and Elections (Wales) Bill 2020 Action Plan**

Provisions	Actions	Responsible Officer	Progress Update	Coming into force
<b>Part 1 Elections</b>				
Extension of right to vote in local government elections (16-17 year olds and qualifying foreign citizens) (section 2 of the Bill)	<ul style="list-style-type: none"> <li>Addressed via canvass: raising awareness campaigns and change to Electoral Services software.</li> <li>Electoral Services to support this piece of work</li> </ul>	Group Manager – Business Support	Ongoing	Entitlement to be registered as a Local Government Elector – 2 months after Royal Assent. Other provisions come into force 2 months after Royal Assent but do not take effect until 5 May 2022 and thereafter in respect of Local Government Elections and Local Referendum.
Duty to promote awareness of registration and provide assistance (section 4)	<ul style="list-style-type: none"> <li>Ensuring that awareness raising work programmes align with Electoral Commission’s campaign.</li> </ul>	Group Manager – Business Support	Ongoing	2 months after Royal Assent
Two voting systems. Simple majority system and Single Transferable Voting system. (Sections 5–12)	<ul style="list-style-type: none"> <li>Simple majority system to apply unless and until the Council changes the voting system for the first time.</li> <li>Address procedure to be followed regarding a proposal to change the Council’s voting system, in part reflecting that a resolution would be required before 15 November of the year that is 3 years before the year in which the next ordinary election of the Council is due to be held.</li> <li>Clarification required on the restrictions at Section 12 on number of Councillors if Single Transferrable Voting system applies to the election of Councillors for a Principal Council, the number of Councillors for each Electoral Ward is to be no less than 3 but no more than 6.</li> </ul>	Group Manager – Business Support	Review following 2022 Local Government Elections	6 May 2022
Change of electoral cycle for Principal and	<ul style="list-style-type: none"> <li>Amendments to Council website</li> <li>Amend any references in Constitution</li> </ul>	Group Manager –		2 months after Royal Assent

Community Councils, Elected Mayors from four years to five years, extension of power to change ordinary day of local elections (Sections 14–17)	<ul style="list-style-type: none"> <li>Advise Members accordingly</li> </ul>	Business Support / Monitoring Officer		
Registration of local government electors without application (Section 18)	<ul style="list-style-type: none"> <li>Systems being established to ensure appropriate notification and record keeping are in place.</li> </ul>	Group Manager – Business Support	Ongoing	Dates to be appointed by Welsh Ministers
Qualification / Disqualification for election and being a member of a local authority (Sections 19-21)	<ul style="list-style-type: none"> <li>Include in Elections Candidate Pack.</li> <li>To be addressed through Electoral Commission Guidance and briefing sessions for potential candidates</li> </ul>	Group Manager – Business Support		Dates to be appointed by Welsh Ministers
Translations etc of documents at local government elections (Section 22)	<ul style="list-style-type: none"> <li>Arrangements being made for beyond the May 2022 elections.</li> </ul>	Group Manager – Business Support	Ongoing	2 months after Royal Assent subject to Section 3 which in part refers to this Section taking effect in Local Government Elections or Local Referendum on or after 5 May 2022



<b>Part 2 Chapter 1 General power of competence for local authorities</b>				
Defines the power, defines qualifying local authority as a Principal Council and an 'eligible community council, including limits on charging in exercise of general power, limits on doing things for commercial purposes in exercise of general power, powers to make supplementary provisions	<ul style="list-style-type: none"> <li>Embed in business as usual.</li> </ul>	Corporate Management Board		Date to be appointed by Welsh Ministers
<b>Chapter 2 Eligible Community Councils to qualify for the general power of competence</b>	<b>For noting, matter for Town and Community Councils</b> <ul style="list-style-type: none"> <li>Monitoring Officer to raise awareness with Clerks.</li> </ul>	Town and Community Councils / Monitoring Officer		Date to be appointed by Welsh Ministers
<b>Part 3 Promoting Access to Local Government,</b>				
Duty to encourage local people to participate in decision making by principal councils (Section 39)	<ul style="list-style-type: none"> <li>Develop guidance</li> <li>Review current process e.g. public speaking and public questions at all Committees.</li> </ul>	Head of Democratic Services / Monitoring Officer		Date to be appointed by Welsh Ministers.

Strategy on encouraging participation (as above) Public Participation Strategy - consultation and review (Sections 40–41)	<ul style="list-style-type: none"> <li>Develop a Strategy for compliance with duty - promoting awareness, how to become a Member and what membership entails; ways of promoting and facilitating processes by which local people may made representation about a decision before and after it is made, bringing the public's views to the attention of Scrutiny Committee and promoting awareness of the benefits of social media as a means to communicate.</li> <li>Strategy to be reviewed as soon as practicable following each ordinary election.</li> </ul>	Head of Democratic Services / Senior Democratic Services Officer – Scrutiny / Group Manager Transformation and Customer Services.	As soon as reasonably practicable after Section 40 comes into force	Date to be appointed by the Welsh Ministers
Duty to make petition scheme (Section 42)	<ul style="list-style-type: none"> <li>Introduce a Petition Scheme</li> <li>Update Constitution.</li> </ul>	Monitoring Officer / Head of Democratic Services		Date to be appointed by the Welsh Ministers
Duty on principal councils to publish official addresses for Members (Section 43)	<ul style="list-style-type: none"> <li>Information currently available on the Council's website. Members not wishing to make their home address public (provided they satisfy the requirements of the Members' Code of Conduct) utilise the Civic Office address.</li> </ul>		Compliant	
Duty to publish Constitution and Constitution Guide (Section 45)	<ul style="list-style-type: none"> <li>Guide to be developed and published online.</li> <li>Consider whether to provide hard copies free of charge or at a charge representing no more than the cost of providing the copy. (Constitution / website to be amended if charge to be introduced).</li> </ul>	Monitoring Officer and Head of Democratic Services	Constitution currently on the council's website	Date to be appointed by the Welsh Ministers
Electronic broadcasts of certain local authority meetings (Section 46)	<p>Introduce and publish arrangements to ensure:</p> <ul style="list-style-type: none"> <li>The broadcasting of meetings open to the public as they take place (subject to exceptions) and make available for a specified time following the meeting.</li> <li>Develop an action plan</li> <li>Webcasting contract to be reviewed accordingly.</li> </ul>	Head of Democratic Services / Monitoring Officer		Date to be appointed by the Welsh Ministers

Attendance at local authority meetings (remote attendance) (Section 47)	<ul style="list-style-type: none"> <li>• Make and publish arrangements ensuring relevant meetings are able to be held remotely and meet the necessary conditions of Section 47.</li> <li>• Relevant local authorities to publish arrangements jointly in relation to meetings of a Joint Committee.</li> <li>• Review the Constitution – potential amendments required to reflect the conditions for a Member to attend remotely.</li> <li>• Due to the Covid 19 Pandemic, measures were introduced and are currently in place to allow all committee meetings to be held remotely via Microsoft Teams.</li> </ul>	Head of Democratic Services		Date to be appointed by the Welsh Ministers
Participation at meetings of Community Councils (Section 48)	<p><b>For noting, matter for Town and Community Councils.</b></p> <ul style="list-style-type: none"> <li>• Monitoring Officer to raise awareness with Clerks</li> </ul>	TCC Clerks / Monitoring Officer		Date to be appointed by the Welsh Ministers
Notices etc of local authority meetings (Section 49)	<ul style="list-style-type: none"> <li>• Existing practices to be reviewed accordingly.</li> <li>• Notices of meetings currently published on the Council's Notice Board. Agendas, minutes, reports are also published electronically on the website. Limited hard copies of Agendas / Reports are also made available at meetings that are open to the public.</li> </ul>	Head of Democratic Services / Monitoring Officer		Date to be appointed by the Welsh Ministers
Regulations about conduct of local authority meetings, documents relating to meetings and publication of information (Section 50)	<ul style="list-style-type: none"> <li>• Regulations to be reviewed.</li> </ul>	Head of Democratic Services / Monitoring Officer		Day after Royal Assent
Regulations about community meetings (Section 51).	<b>For noting, Regulations to be reviewed.</b>	TCC Clerks / Monitoring Officer		Day after Royal Assent

Annual Reports by Community Councils (Section 52)	<p><b>For noting, matter for Town and Community Councils.</b></p> <ul style="list-style-type: none"> <li>Monitoring Officer to raise awareness with Clerks.</li> </ul>	Town and Community Councils / Monitoring Officer		Date to be appointed by the Welsh Ministers
<b>Part 4 Local Authority Executives, Members, Officers and Committees</b>				
Appointment of Chief Executive rather than a Head of Paid service Matters to be kept under review by Chief Executive Reconsideration of remuneration if direction given by Welsh Ministers (Sections 54 –56)	<ul style="list-style-type: none"> <li>Pay Policy potential implications subject to direction from Welsh Ministers</li> <li>Amend Constitution accordingly</li> </ul>	Monitoring Officer / Group Manager HR and Organisational Development		Date to be appointed by the Welsh Ministers (Sections 54 and 56) 2 months after Royal Assent (Section 55, which amends reference from salary to remuneration)
Appointments of assistants to Executive (Section 57)	<ul style="list-style-type: none"> <li>Constitution to be amended to permit the appointment of assistants to the Executive.</li> <li>Appointments to be determined by the Leader</li> </ul>	Leader/ Monitoring Officer / Group Manager HR and Organisational Development / Head of Democratic Services		Date to be appointed by the Welsh Ministers
Job Sharing - Leader and Cabinet Members (Sections 58-59)	<ul style="list-style-type: none"> <li>Review internal processes</li> <li>Implications as a consequence of senior salary cap</li> <li>Appointments to be determined by the Leader</li> <li>Constitution to be amended to incorporate provision to enable 2 or more councillors to share office of an Executive, including the office of Executive Leader; changing the maximum number of Members of an Executive when sharing office; and addressing voting and quorum where Members of an Executive share office.</li> </ul>	Leader /Cabinet Members / Monitoring Officer / Head of Democratic Services / Group Manager HR and Organisational Development		Date to be appointed by the Welsh Ministers

Job-sharing: non-executive offices in Principal Councils. Welsh Ministers make regulations. (Section 60)	<ul style="list-style-type: none"> <li>Regulations to be monitored when implemented.</li> </ul>	Head of Democratic Services / Monitoring Officer / Group Manager HR and Organisational Development.		2 months after Royal Assent
Family absence provisions for Members of local authorities (Section 61)	<ul style="list-style-type: none"> <li>Take a report to Democratic Services Committee</li> <li>Develop procedure / guidance for Members and thereafter inform all Members and potential candidates for future elections.</li> </ul>	Head of Democratic Services / Monitoring Officer		Day after Royal Assent
Duties of Leaders of political groups in relation to standards of conduct Standards Committee – to monitor compliance with the above and provide training (Sections 62)	<ul style="list-style-type: none"> <li>Monitoring Officer to brief Group Leaders accordingly</li> <li>Standards Committee – Terms of Reference to be amended</li> </ul>	Group Leaders / Monitoring Officer / Standards Committee		Date to be appointed by the Welsh Ministers
Standards Committee Annual Report (Section 63)	<ul style="list-style-type: none"> <li>Constitution to be potentially amended in respect of role of Standards Committee.</li> <li>Terms of Reference of the Committee to be amended accordingly within the Constitution.</li> </ul>	Monitoring Officer / Standards Committee	As soon as reasonably practicable after the end of each financial year	Date to be appointed by the Welsh Ministers
Certain investigations by PSOW (Section 64)	<ul style="list-style-type: none"> <li>Monitoring Officer to brief the Standards Committee</li> </ul>	Monitoring Officer		Date to be appointed by the Welsh Ministers
Making information available to Overview and Scrutiny Committees (Section 65)	<ul style="list-style-type: none"> <li>Review current arrangements - power to require information to be made available about decisions.</li> </ul>	Head of Democratic Services / Senior Democratic Services Officer - Scrutiny		Date appointment by Welsh Ministers

<p>Power to require authorities to appoint Joint Overview and Scrutiny Committees (Section 66)</p>	<p>Review existing arrangements with neighbouring Principal Councils and present a joint report to respective Councils.</p>	<p>Head of Democratic Services / Senior Democratic Services Officer - Scrutiny</p>		<p>Date appointed by Welsh Ministers</p>
<p>Community Council Training Plans (Section 67)</p>	<p><b>For noting, matter for Town and Community Councils.</b></p> <ul style="list-style-type: none"> <li>• Monitoring Officer to raise awareness with Clerks.</li> </ul>	<p>TCC Clerks / Monitoring Officer</p>		<p>Date to be appointed by Welsh Ministers</p>

<b>Part 5 Collaborative Working by Principal Councils</b>				
Guidance about collaborative working (Section 69)	<ul style="list-style-type: none"> <li>Consider guidance to be issued by Welsh Ministers</li> </ul>	Chief Executive / Corporate Management Board.		Day after Royal Assent
Establishing Corporate Joint Committees where request has been made to Welsh Ministers. Consultation to be undertaken prior to application (Section 70 and 71) Welsh Ministers may by regulations establish CJsCs (Section 72) Conditions to be met (Section 73) Establishing CJC when no request has been made to Welsh Ministers and conditions to be met (Section 74 and 75) Further provisions relating to CJsCs and Joint Committee Regulations (Section 76-88).	<ul style="list-style-type: none"> <li>CJsCs are subject to Regulations with a consultation closing date set by Welsh Government of 4 January 2021.</li> <li>CJC's to be reported separately to Cabinet (19<sup>th</sup> January 2021).</li> </ul>	Chief Executive / Monitoring Officer		Day after Royal Assent
<b>Part 6 Performance and Governance of Principal Councils and Duty of Principal Council to keep its performance under review</b>				
Duty to keep performance under review (Section 89) Duty to consult local people (Section 90)		Chief Executive / Interim Section 151 Officer		Date to be appointed by Welsh Ministers

Undertake an Annual self – assessment. Publish a draft report of the assessment report it to the Governance and Audit Committee and publish the final report. (Section 91)		Chief Executive / Interim Section 151 Officer		Date to be appointed by Welsh Ministers
Council to make arrangements to appoint a panel to assess the extent to which performance requirements are being met. (Section 92)				Date to be appointed by Welsh Ministers
Local Authority to respond to the panel’s performance assessment (Section 93)		Chief Executive / Interim Section 151 Officer		Date to be appointed by Welsh Ministers
Welsh Ministers may introduce regulations regarding panel performance assessments (Section 94)	<ul style="list-style-type: none"> <li>Regulations to be kept under review.</li> </ul>	Chief Executive / Interim Section 151 Officer		2 months after Royal Assent
Power of Auditor General to carry out a special inspection and publish a report. Duty of Principal Council to respond to Auditor General’s recommendations and Welsh Ministers to respond to recommendations (Section 95, 96, 97)	<b>For noting</b>			2 months after Royal Assent



Auditor General's powers of entry and inspection etc (Section 98-101).	<b>For noting</b>			Date to be appointed by Welsh Ministers
Support and assistance by the Welsh Ministers to principal councils to meet performance requirements. (Section 102 - 112)	<b>For noting</b>			Date to be appointed by Welsh Ministers

Disapplication of the 2009 measure in relation to Principal Councils and repeal of provisions about coordination of audit. (Section 113)	<b>For noting.</b>			Date to be appointed by Welsh Ministers
Amendment of the Well-being of Future Generations (Wales) Act 2015. (Section 114)	<ul style="list-style-type: none"> <li>Consideration to be given to amalgamating the self-assessment performance report with the 2015 Act report.</li> </ul>	Chief Executive / Interim Section 151 Officer	Ongoing through the Annual Report	Date to be appointed by Welsh Ministers
Governance and Audit Committee, membership, proceedings (Sections 115–118)	<ul style="list-style-type: none"> <li>Broaden terms of reference of the Committee within the Constitution.</li> <li>Audit Committee's to be renamed Governance and Audit Committee.</li> </ul>	Monitoring Officer / Interim Section 151 Officer / Head of Regional Audit	Committee already named Governance and Audit Committee – compliant.	Date to be appointed by Welsh Ministers
Coordination between Regulators (Sections 119-120)	<b>For noting</b>			Date to be appointed by Welsh Ministers
<b>Part 7- Mergers and Restructuring of Principal Areas</b>				
Voluntary mergers, local discretion and conditions associated with Welsh Minister making restructuring regulations and remuneration arrangements for new Principal Councils (Sections 121-150)	<b>For noting</b>	Chief Executive		Mainly day after Royal Assent with a number of provisions on dates appointed by Welsh Ministers

<b>Part 8 - Local Government Finance</b>				
<ul style="list-style-type: none"> <li>• Powers to require information relating to hereditaments, information relevant to determining liability for non-domestic rate, powers to inspect property, amendment to multipliers, amendments to the Local Government Finance Act 1988, granting Welsh Ministers powers to make regulations on joint and several liability to pay Council tax.</li> <li>• Removal of Power to provide for Imprisonment of Council Tax Debtors (Sections 151 - 158)</li> </ul>	<ul style="list-style-type: none"> <li>• Review Scheme of Delegation of Functions / Constitution.</li> </ul>	Monitoring Officer / Interim Section 151 Officer		2 months after Royal Assent (Sections 152, 154-156 and 158) 1 April 2021 (Sections 151, 153 and 157)
<b>Part 9 - miscellaneous</b>				
Information Sharing between Regulators (Section 159)	<b>For noting</b>	Data Protection and Information Officer / Interim Section 151 Officer.		Mainly on the day after Royal Assent
Head of Democratic Services (Section 161)	<ul style="list-style-type: none"> <li>• Pay Policy to be updated - Chief Officer to include Head of Democratic Services.</li> </ul>	Group Manager HR and Organisational Development		Date to be appointed by Welsh Ministers
Abolition of polls consequent on a community meeting (Section 162)	<b>For noting, matter for Town and Community Councils.</b>	TCC / Monitoring Officer		Date to be appointed by Welsh Ministers

<p>Merging and de-merging Public Services Boards under the Well-being and Future Generations (Wales) Act 2015. (Section 165)</p>	<p><b>For noting</b></p>	<p>Chief Executive / Interim Section 151 Officer</p>		<p>2 months after Royal Assent</p>
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By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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