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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



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Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate

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

Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Wednesday, 10 November 2021

Dear Councillor,

CABINET

A meeting of the Cabinet will be held remotely - via Microsoft Teams on **Tuesday, 16 November 2021 at 14:30.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 3 - 20
To receive for approval the Minutes of 19/10/2021
4. Local Air Quality Management - Annual Progress Report 2021 21 - 154
5. Bridgend Local Development Plan (LDP) - Revised Delivery Agreement 155 - 292
6. Purchase of Bridgend Town Centre Police Station 293 - 298
7. Levelling Up Fund Priority Projects 299 - 308
8. Amendment to the Financial Procedure Rules (FPRs) within the Council's Constitution 309 - 340
9. Real Living Wage 341 - 344
10. Representation on Outside Bodies & Joint Committees 345 - 348
11. Information Report for Noting 349 - 364
12. Urgent Items

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To consider any items of business that by reason of special circumstances the chairperson is of the opinion should be considered at the meeting as a matter of urgency in accordance with paragraph 2.4 (e) of the Cabinet Procedure Rules within the Constitution.

13. Exclusion of the Public

The following items are not for publication as they contain exempt information as defined in Paragraphs 14 of Part 4 and Paragraph 21 of Part 5, Schedule 12A of the Local Government Act 1972, as amended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

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

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| 14. | <u>Approval of Exempt Minutes</u> | 365 - 366 |
| | To receive for approval the exempt minutes of 19/10/2021 | |
| 15. | <u>Acquisition of Land off Ffordd Cadfan, Brackla, Linking to Band B of the School Modernisation Programme</u> | 367 - 376 |
| 16. | <u>Establishment of a Framework Agreement for the Provision of Supported Living Services</u> | 377 - 382 |

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 or tel. 01656 643147 / 643148.

Yours faithfully

K Watson

Chief Officer, Legal and Regulatory Services, HR and Corporate Policy

Councillors:

HJ David
CE Smith

Councillors

HM Williams
D Patel

Councillors

NA Burnett
SE Baldwin

CABINET - TUESDAY, 19 OCTOBER 2021

MINUTES OF A MEETING OF THE CABINET HELD REMOTELY - VIA MICROSOFT TEAMS
ON TUESDAY, 19 OCTOBER 2021 AT 14:30

Present

Councillor HJ David – Chairperson

CE Smith
SE Baldwin

HM Williams

D Patel

NA Burnett

Officers:

| | |
|--------------------|---|
| Claire Marchant | Corporate Director Social Services and Wellbeing |
| Janine Nightingale | Corporate Director - Communities |
| Gill Lewis | Interim Chief Officer – Finance, Performance and Change |
| Kelly Watson | Chief Officer Legal, HR and Regulatory Services |
| Julie Ellams | Democratic Services Officer - Committees |
| Mark Shephard | Chief Executive |
| Andrew Rees | Democratic Services Manager |
| Lindsay Harvey | Corporate Director Education and Family Support |
| Tina Haddon | Early Years and Childcare Manager |
| David Holland | Head of Shared Regulatory Services |

713. COUNCILLOR P J WHITE

The Leader announced with sadness the recent death of Councillor Phil White and he asked all those present to observe a minutes' silence and for a period of quiet reflection.

All present observed a minutes' silence as a mark of respect.

714. CABINET COMMITTEE EQUALITIES

The Leader announced that it had been necessary to change the date of the next meeting of the Cabinet Committee Equalities in November from 25 November as originally planned to 8 November. The starting time of the meeting remained at 10.00am and the Chairperson is in agreement with this change and Member Invitees on the Committee had been notified accordingly.

715. DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

Councillor HM Williams - agenda item 6 - Capital Programme Update - Quarter 2 2021-22 – Personal interest as Chairperson of the Board of Governors of Abercerdin Primary School.

Councillor N Burnett - agenda item 6 - Capital Programme Update - Quarter 2 2021-22 – Personal interest as a member of the Board of Governors of Brynteg Comprehensive School.

Councillor N Burnett - agenda item 6 - Capital Programme Update - Quarter 2 2021-22 – Prejudicial interest as her father is a patron of Bridgend Athletic RFC. Councillor Burnett withdrew from the meeting during consideration of this item.

Councillor CE Smith - agenda item 6 - Capital Programme Update - Quarter 2 2021-22 – Personal interest as a member of the Board of Governors of Bridgend College.

Councillor CE Smith - agenda item 10 - School Modernisation Programme – Mynydd Cynffig Primary School – Personal interest as he has family members whose children attend or will attend the school.

716. **APPROVAL OF MINUTES**

RESOLVED: That the minutes of the meeting of Cabinet of 14 September 2021 be approved as a true and accurate record.

717. **ANNUAL REPORT 2020-2021**

The Interim Chief Officer Finance, Performance and Change presented for consideration the Annual Report 2020-21 for recommendation to Council for approval.

She reported that the authority must, in accordance with statutory guidance review the progress of its well-being objectives and publish a report to assess the extent to which these objectives contribute to the 7 wellbeing goals. It must also publish its assessment of performance for the previous financial year before 31 October.

She highlighted that the Plan defined 32 commitments to deliver the three well-being objectives and set out 46 success measures to monitor progress. Taking account of Covid-19 and the redirection of resources, targets were removed for 14 success measures. She stated that the Medium Term Financial Strategy identified how it would best use its resources to support the achievement of the well-being objectives and statutory duties, including the management of financial pressures and risks over the next four years.

The Interim Chief Officer Finance, Performance and Change reported that the Annual report evaluated how well the Council did in delivering its commitments and planned outcomes for the financial year, using its success measures and other evidence. She stated that of the 32 commitments, 13 were completed, with 19 achieving most of their milestones. The Interim Chief Officer Finance, Performance and Change informed Cabinet that of the 46 indicators identified in the Corporate Plan, 25 could be compared against their target, 12 met their target, 2 were off target by less than 10% and 11 missed the target by more than 10%.

The Leader commented on the comprehensiveness of the report which highlighted the many unprecedented changes and pressures faced by the Council during the pandemic. He referred to the County Borough being a good place to live and requested information where respondents were dissatisfied with it being a good place to live. The Interim Chief Officer Finance, Performance and Change stated that she would provide more detail on the responses as a place to live to Cabinet.

The Leader referred to the positive feedback on the Council's performance from regulators, such as Estyn and Care Inspectorate Wales and that he was pleased to see the importance placed on the role of Overview and Scrutiny and also how equality and diversity is being championed across the authority.

The Cabinet Member Communities referred to the performance of Community Asset Transfers completed during 2020-21 when 13 assets were transferred to the community for running during the pandemic and questioned why the status was being shown as red. The Corporate Director Communities explained that status was shown as red as the target was missed by more than 10%. She congratulated the Community Asset Transfer

Officer and team for their performance for their role, despite the pandemic in achieving 13 assets being transferred to be run by the community.

RESOLVED: That Cabinet considered the Annual Report 2020-21, Appendix A to the report, and recommended it to Council for approval.

718. BUDGET MONITORING 2021-22 – QUARTER 2 REVENUE FORECAST

The Interim Chief Officer Finance, Performance and Change reported on an update on the Council's revenue financial position as at 30 September 2021. She informed Cabinet that Council at its meeting on 24 February 2021 approved a net revenue budget of £298.956m for 2021-22 and she summarised the net revenue budget and projected outturn for 2021-22, which showed a net under spend of £2.084m, comprising £170k a net under spend on directorates and a net under spend of £5.9108m on council wide budgets, which was offset by a net appropriation to earmarked reserves of £4.004m. She stated that the under spends masked an underlying position whereby the Welsh Government's Covid-19 hardship fund, although extended until 31 March 2022 will be tapered with an expectation that services will return to pre-pandemic levels. While financial pressures exist in Home to School Transport, Social Services and Wellbeing, Homelessness and Waste. The Council had successfully claimed £15m in expenditure and over £5.5m in loss of income claims in 2020-21. She stated that the Council will continue to claim from the Hardship fund against the eligible criteria and directorates will continue to capture costs incurred as a result of the ongoing impact of the Covid-19 pandemic. Updates will be provided to Cabinet in the quarterly revenue budget monitoring reports.

The Interim Chief Officer Finance, Performance and Change reported on the position on budget reductions proposals which totalled £1.760m in 2021-22, which currently showed a projected shortfall on the savings target of £65k. She stated that the most significant budget reduction proposal unlikely to be achieved in full is the relocation of the Community Recycling Centre from Tythegston to Pyle resulting in the cessation of lease payments at the existing site (£60,000). The new site in Pyle will be opening once related junction and road improvement works have been completed, both sites will be maintained until the new site is fully operational, the saving will not be achieved in full until 2022-23. She stated that Directors will continue to work staff to deliver their proposals or alternatives and this is reflected in the forecast outturn for the year. She also informed Cabinet of the high level of vacancies experienced which was affecting the delivery of budget reductions.

The Interim Chief Officer Finance, Performance and Change informed Cabinet of the review of earmarked reserves, whereby the Council is required to maintain adequate financial reserves to meet the needs of the organisation. She stated that the net appropriation to earmarked reserves during quarter 2 is £4.004 million (£4.341 million additions offset by £0.337 million that have been unwound). The additions relate mainly to Capital Programme Contribution reserve which was established to avoid the Council needing to borrow, which would result in consequential borrowing costs on the revenue budget, and will be used to fund schemes within the capital programme, both current and future capital pressures. She informed Cabinet of a recent Audit Wales report on the use of reserves by local authorities, wherein it was identified that the Council's level of reserves was towards the higher end compared to other local authorities. The Interim Chief Officer Finance, Performance and Change stated that the authority is in a good position in relation to its level of reserves, which was down to careful budgeting and a careful approach towards risks.

The Deputy Leader in commending the report commented on the challenges in in making financial forecasts and that the authority is grateful for the funding it has received

from the Hardship Fund. He stated the authority will proceed with caution with its budget planning.

The Cabinet Member Wellbeing and Future Generations asked whether the staff vacancies are due to the under spend on the budget. The Chief Executive stated that the high level of vacancies is of concern, particularly in some service areas where there are significant vacancies affecting service delivery, making those under spends undesirable. He also stated that where difficulties to recruitment to vacancies continue, the Council would have to prioritise service delivery and deliver those services not as quickly as before. He informed Cabinet that the Council has in place apprenticeships and graduate opportunities to grow its own.

The Leader informed Cabinet that the first Joint meeting of the Welsh Government with the leaders of all local authorities in Wales had recently taken place, wherein discussions had focused on climate change and the need for a long term sustainable funding solution to be found for social care.

RESOLVED: That Cabinet noted the projected revenue position for 2021-22.

719. **CAPITAL PROGRAMME UPDATE - QUARTER 2 2021-22**

The Interim Chief Officer Finance, Performance and Change presented a report to comply with the requirement of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code for Capital Finance in Local Authorities; provided an update of the capital position for 2021-22 as at 30 September 2021; sought agreement to present a report to Council for approval a revised capital programme for 2021-22 to 2030-31 and to note the projected Prudential and Other Indicators for 2021-22.

The Interim Chief Officer Finance, Performance and Change reported on an update on the Council's capital programme for 2021-22 since the budget was last approved by Council which incorporated any new schemes and grant approvals. The revised programme for 2021-22 currently totalled £76.600m, of which £54.378m is met from the Council's resources, including capital receipts, revenue contributions from earmarked reserves and borrowing, with the remaining £22.222m coming from external resources, including General Capital Grant. The Interim Chief Officer Finance, Performance and Change highlighted the position by each Directorate. She summarised the current funding assumptions for the capital programme for 2020-21 and that capital resources are managed to ensure that maximum financial benefit for the Council is achieved, which may include the realignment of funding to maximise government grants.

The Interim Chief Officer Finance, Performance and Change provided detail on the schemes identified as requiring slippage of budget to future years, which total £12.826m. She stated that a number of new externally funded schemes approved and internally funded schemes, had been incorporated into the capital programme, which included:

- Active Travel Fund
- Bridgend College Relocation
- Abercerdin Primary School Community Hub
- Brynteg Comprehensive School Multi Use Sports Pitch
- Accessibility & Safety Road Improvements
- Minor Works
- Health and Wellbeing Village
- Maesteg Town Hall – South Annex Roof; Ground Contamination and Gantries

- CCTV WiFi Project

The Interim Chief Officer Finance, Performance and Change also reported on the monitoring of Prudential and other indicators for 2021-22 to 2023-24 together with some local indicators. 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. 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. She detailed the actual indicators for 2020-21, the estimated indicators for 2021-22 set out in the Council's Capital Strategy and the projected indicators for 201-22 based on the revised Capital Programme, which showed that the Council is operating in line with the approved limits.

The Interim Chief Officer Finance, Performance and Change reported that the Capital Strategy also requires the monitoring of non-treasury management investments and other long term liabilities. She stated that the Council does have an existing investment portfolio which is 100% based within the County Borough and primarily the office and industrial sectors. Income streams are 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 £5.090m at 31 March 2021. She informed Council that it has a number of Other Long Term Liabilities included within the Capital Strategy.

The Deputy Leader in commending the update to the capital programme stated that the programme covered all aspects of the Council's services and that he was enthused about the CCTV WiFi Project, which will help to create a vibrant digital economy. The Cabinet Member Communities was pleased to see funding from accessibility and safety road improvements for safety and accessibility enhancements to be made from Broadlands to Newbridge Fields. The Leader was also pleased to funding in the capital programme to create a community focused at Abercerdin Primary School and a replacement multi use sports pitch to include floodlights at Brynteg Comprehensive school.

RESOLVED: That Cabinet:

- noted the Council's Capital Programme 2021-22 Quarter 2 update to 30 September 2021 (Appendix A)
- agreed that the revised Capital Programme (Appendix B) be submitted to Council for approval
- noted the projected Prudential and Other Indicators for 2021-22 (Appendix C).

720. FEES AND CHARGES POLICY

The Interim Chief Officer Finance, Performance and Change sought approval for a revised Fees and Charges Policy.

She reported that as part of the approval process for the Medium Term Financial Strategy (MTFS) 2016- 17 to 2019-20, Council was asked to approve an Income Generation and Charging Policy which aimed to set a consistent approach across Council services and outline key principles to be applied. This included that where a decision has been taken to charge for a service, the Council will aim for full cost

recovery, except where there is a conscious decision consistent with council priorities, recognising that the service would then be subsidised by council tax payers. Additionally, in line with the MTFS, generally charges should be increased by the increase in the Consumer Price Index (CPI) plus 1%.

She informed Cabinet that during the scrutiny of the MTFS, the Corporate Overview and Scrutiny Committee (COSC) recommended that: “the Fees and Charges policy be reviewed in 2021-22 to change it from “inflation +1%”, to just “inflation” with a view to it being implemented from the budget in 2022- 23.” She stated that a review of the policy has been undertaken, taking account of the comments of the COSC, with the main changes to the policy being as follows:

- a table showing charging strategy considerations (Table 2 of the Fees and Charges policy);
- the inclusion of more detail on the process for reviewing fees and charges, and the general assumptions for this in Section 7 of the policy, amended to:

This means that, in general, charges should be increased by the Consumer Price Index (CPI). (The appropriate CPI increase date will be that for December prior to the start of the financial year, as set out in the Medium Term Financial Strategy).

- a reference to updated Delegated Powers (paragraph 7.3).
- the process to be followed where it is not proposed to increase fees and charges (paragraphs 7.4 – 7.6).
- a section on the publication of fees and charges (Section 9).

The Deputy Leader in commending the revised Fees and charges Policy stated that it would bring greater transparency and he recognised the input of the Overview and Scrutiny function in recommending this change. He stated that the Council’s hands are tied in the setting of many fees, which are set by the Welsh Government, however the Council can set its charges for car parking and harbour fees. It also had greater freedom in setting commercial rents, but would set rents at a level to encourage employment and business growth.

RESOLVED: That Cabinet approved the updated Fees and Charges Policy at Appendix A of the report.

721. TREASURY MANAGEMENT HALF YEAR REPORT 2021-22

The Interim Chief Officer Finance, Performance and Change reported in compliance with the requirement of the Chartered Institute of Public Finance and Accountancy’s ‘Treasury Management in the Public Services: Code of Practice’ to produce interim Treasury Management Reports and the Treasury Management Indicators for 2021-22.

The Interim Chief Officer Finance, Performance and Change explained that Treasury management is the management of the Council’s cash flows, borrowing and investments, and the associated risks. Treasury risk management at the Council is conducted within the framework of the Chartered Institute of Public Finance and Accountancy’ (CIPFA) Treasury Management in the Public Services: Code of Practice 2017 Edition (the CIPFA Code) which requires the Council to approve a Treasury Management Strategy (TMS) before the start of each financial year. The CIPFA Code also requires the Council to set a number of Treasury Management Indicators, which are forward looking parameters and enable the Council to measure and manage its

exposure to treasury management risks, and these are included throughout this report. In addition, the Welsh Government (WG) issued revised Guidance on Local Authority Investments in November 2019 that requires the Council to approve an Investment Strategy before the start of each financial year. The Council's Capital Strategy 2021-22, complying with CIPFA's requirement includes the Prudential Indicators which in previous years were included in the TMS, along with details regarding the Council's non-treasury investments. The Capital Strategy and TMS should be read in conjunction with each other as they are interlinked as borrowing and investments are directly impacted upon by capital plans and were approved together by Council on 24 February 2021. The Council's treasury management advisors are Arlingclose.

The Interim Chief Officer Finance, Performance and Change reported that the Council has complied with its legislative and regulatory requirements during the first half of 2021-22, with the TMS for 2021-22 approved by Council on 24 February 2021, with the Half Year report being reported to Council on 20 October 2021. She presented a summary of the treasury management activities for the first half of 2021-22 and informed the Cabinet the Council has had surplus funds for investment. The balance of investments at 30 September 2021 was £79.84m with an average rate of interest of 0.06%, which is a significant reduction from the same time last year when the average rate was 0.24%, which showed the impact of the reductions in interest rates as a result of the pandemic.

The Interim Chief Officer Finance, Performance and Change informed Cabinet that the Council had not taken long term borrowing since March 2012. It was anticipated that the Council would need to borrow £30.37m during the year, on the assumption that the Council would have £43m held in usable reserves that it could use in the short term to finance expenditure. She stated that as at 31 March 2021 the Council's usable reserves stood at £114m, an increase from £83 million as at 31 March 2020, which was not foreseen when the TMS was approved. The Council received £20.6 million from the Welsh Government Hardship Fund, which was more than had been anticipated during the year, as well as further additional grants from Welsh Government in the final quarter of 2020-21 of £8.9 million and capital receipts during the year of £2.9 million, as reported to Council in the Revenue Budget Outturn 2020-21 report on 23 June 2021. She informed Cabinet that it was important to note that while the use of usable reserves in lieu of new borrowing is prudent, it was a short-term position and as the reserves are used for specific projects it would become necessary to borrow in the future to finance Capital expenditure. It was expected that there will not be a requirement for new long-term borrowing in 2021-22.

The Interim Chief Officer Finance, Performance and Change informed Cabinet that the primary objective for the management of its debt is to ensure its long term affordability. She stated that following an increase in the numbers of local authorities taking out PWLB loans to buy commercial properties for yield, and following a UK government consultation, HM Treasury has issued revised lending terms for PWLB borrowing by local authorities in November 2020. As a condition of accessing the PWLB, local authorities will be asked to confirm that there is no intention to buy investment assets primarily for yield in the current or next two financial years. She stated that she will be required as Section 151 Officer to certify that capital expenditure plans are current and that the plans are within acceptable use of the PWLB. This in itself did not preclude the Council from investing in commercial activities, investing in assets for yield would preclude the Council from accessing PWLB borrowing. She stated that given the investment and borrowing requirement to support the Capital Programme, the Council is unlikely to consider any investments in commercial assets primarily for yield. The Interim Chief Officer Finance, Performance and Change informed Cabinet that the CIPFA Code and the WG Guidance require the Council to invest its funds prudently and to have regard to the security and liquidity of its investments before seeking the highest

rate of return, or yield. She stated that the Council's objective when investing money is to strike an appropriate balance between risk and return, balancing the risk of incurring losses from defaults against receiving unsuitably low investment income. The major objectives during 2021-22 were to maintain security; to maintain liquidity and to achieve the yield on investments commensurate with the proper levels of security and liquidity.

RESOLVED: That Cabinet noted the Council's treasury management activities for 2021-22 for the period 1 April 2021 to 30 September 2021 and the projected Treasury Management Indicators for 2021-22.

722. UPDATE ON THE EARLY CHILDHOOD EDUCATION AND CARE (ECEC) PILOT

The Corporate Director Education and Family Support reported on an update regarding the proposed Early Childhood Education and Care (ECEC) pilot, which Cabinet at its meeting on 25 February 2020 had resolved to provide 30 hours of provision to all parents of all 3 and 4 year-olds at any setting from the term after a child's 3rd birthday for 48 weeks (i.e. 39 weeks term-time provision and 9 weeks of school holiday provision). Funding of up to £3.5m per year had been made available by the Welsh Government to support a pilot.

He informed Cabinet that the ECEC Manager had, during the pilot project, established a number of focus groups and working parties to engage with key stakeholders across the maintained and non-maintained early years' sector. The aim of the pilot was to remove barriers that exist between education and care, in order to ensure that any setting, whether a school or private/voluntary childcare, could offer ECEC provision. He stated that potential barriers were significant, which included the absence of a joint inspection framework between Estyn and Care Inspectorate Wales which would include the maintained nursery sector and childminders. The most crucial being, the lack of appropriate and available space within school sites available to develop ECEC childcare which would comply with meeting the National Minimum Standards set out by Care Inspectorate Wales. There was also a lack of capital funding within the ECEC allocation, making it difficult for schools to adapt accommodation to meet the National Minimum Standards and for the maintained sector to expand their premises to accommodate larger numbers of children.

He reported that the Welsh Government had advised that despite being committed to a ten-year transformation programme to develop the philosophy of ECEC, its priorities since the election in May 2021, had changed in response to the pandemic and planned recovery programme and the pilot will be discontinued. He stated that the Welsh Government remained committed to funding the support of the administration of the ECEC pilot for the 2021-22 financial year, in order to support an appropriate and planned exit strategy, alongside a thorough evaluation of the work to date. He advised Cabinet that some investigations and scoping work will continue this financial year to capture and clarify the issues and barriers and indeed propose potential solutions. Welsh Government had advised they will continue to develop further the understanding of the issues identified by Bridgend in order to more fully and appropriately develop any further ECEC approach in Wales.

The Corporate Director Education and Family Support reported that officers had identified activities as being relevant to early years services within Bridgend and had identified many areas for development. It had also gained increased intelligence across both the early years and early education sector and this will further enhance and improve the forthcoming Childcare Sufficiency Assessment and implications for school modernisation including new buildings.

The Cabinet Member Wellbeing and Future Generations thanked the early years team for their work on the pilot project and whilst the Welsh Government had discontinued the pilot it was vital there would be no negative impact on families. The Corporate Director Education and Family Support confirmed there would be no negative impact on families and that existing early years services will remain in place. The Leader thanked the Early Years and Childcare Manager and her team for their work on the pilot project and he hoped that the Welsh Government will revisit the project when they have capacity to do so. The Cabinet Member Social Services and Early Help whilst disappointed with the project being discontinued stated that the Council remained fully committed to providing early years services to families.

RESOLVED:

That Cabinet:

- considered the report;
- agreed that the Education and Family Support Directorate brings the work of the ECEC pilot to a close, following safe and effective actions around the proposed exit strategy and the development of a final evaluation report to be provided to Welsh Government; and
- agreed to consider the post-pilot evaluation report and its findings when this was completed.

723. SCHOOL MODERNISATION PROGRAMME – MYNYDD CYNFFIG PRIMARY SCHOOL

The Corporate Director Education and Family Support presented a report which appraised on the outcome of the feasibility study in respect of locating a proposed 2 form-entry (FE) plus 75-place nursery replacement Mynydd Cynffig Primary School on the junior site; and sought approval to undertake a statutory process in respect of the proposal.

He reported that Cabinet at its meeting in September 2020 gave approval for a feasibility study to be undertaken on a replacement site for Mynydd Cynffig Junior School. The feasibility study concluded that the most notable advantage of developing the site is that its entirety falls within the Council's ownership. He stated that there is potential to increase the developable area by incorporating adjacent allotment gardens and leased areas, subject to relocating these facilities. The additional areas could add a potential 1.85 acres to the site, ensuring it is of a sufficient size to accommodate an aspirational 2FE school. One site is used by the Air Training Corp, which is subject to a lease and a second site, being allotment gardens, occupied by the Pwlllygarth Allotment Association under an agreement.

He stated that restrictive covenants affecting the land will not prevent the development of the new school. While the registration of a strip of land located between the school building and playing field has now been completed and the Council granted possessory title. Work is still required to extinguish the highway rights on the land and a stopping up order is necessary and consultants have been engaged to undertake a transport assessment. He also stated that a site investigation has been undertaken and there are no concerns in relation to the ground conditions and minimal contamination issues.

He reported that officers had identified the need for 60 nursery places, however, there is a need for an additional 15 full-time equivalent (FTE) nursery places to be provided for rising 3's. He stated that it was considered that the Mynydd Cynffig Primary School junior site presented an appropriate and beneficial location for development of the proposed primary school. It allowed for suitable solutions to the critical issues of sufficient developable area and appropriate site access and technical officers are of the opinion that solutions can also be applied to other issues which may be encountered.

He reported that £10.2m had been allocated in the Capital Programme for this project and the Welsh Government intervention rate is 65%. The additional 15 FTE places for rising 3's would need to be funded from capital and would form part of the total project costs. He stated that the scheme, could generate revenue cost efficiencies as a consequence of moving from multiple sites to a single site.

The Leader commented that the proposal was the single biggest investment in education in Kenfig Hill and he looked forward to hearing the comments of all stakeholders on the plans for the replacement school, which would be subject to consultation. He thanked the governors and senior leadership team of the school for their commitment to the project.

RESOLVED: That Cabinet:

- noted the outcome feasibility study; and
- gave approval to commence a statutory consultation process to enlarge Mynydd Cynffig Primary School to a 2FE school, plus a 75-place nursery to be located on the junior site and open with effect from September 2025.

724. NOVATION OF CONTRACTS WITHIN ADULT SOCIAL CARE

The Corporate Director Social Services and Wellbeing reported that Dimensions UK have two contracts with the authority for the Provision of a Specialist Supported Living provision for people with a learning disability and complex challenging behaviour, including autistic spectrum conditions (at Condors Rest) and for Supported Living Framework Agreement 2020-2024. She stated that following a corporate restructuring exercise, Dimensions UK had established Dimensions Cymru Limited for the purpose of registering with Care Inspectorate Wales and delivering local and regional services in Wales. A request had been made to novate two contracts from Dimensions-UK to Dimensions Cymru, to ensure that all business and contractual matters come under the responsibility of Dimensions Cymru. Both contracts have provision allowing the provider to transfer the contract with the consent of the Council.

The Corporate Director Social Services and Wellbeing also reported that the Council had previously entered into a service level agreement (SLA) with Hafal for the provision of a Short Term Respite & Recovery Service for carers. Hafal had merged with three other charities to become Adferiad Recovery Limited and a request had been made to novate the SLA to Adferiad Recovery Limited. She stated that the SLA contained a provision allowing the provider to transfer the contract with the written consent of the Council.

She reported that due diligence had been carried out on Dimensions-UK (as Parent Company) and Dimensions Cymru and on Adferiad Recovery Limited and there are no concerns in respect of the services being provided by Hafal and Dimensions Cymru Ltd and it was considered there are no operational risks in novating the SLA and Contracts.

The Cabinet Member Social Services and Early Help in commending the proposals to novate the SLA and contracts stated that the organisations were reacting to changes in legislation in Wales.

RESOLVED: That Cabinet:

- Authorised the modification of the existing contract with Dimensions-UK in relation to the provision of a Specialist Supported Living provision at Condors

Rest by consenting to the novation of that contract to Dimensions Cymru in accordance with CPR 3.3.4;

- Authorised the modification of the existing contract with Dimensions-UK in relation to the Supported Living Framework Agreement by consenting to the novation of that contract to Dimensions Cymru in accordance with CPR 3.3.4;
- Delegated authority to the Corporate Director Social Services and Wellbeing to provide written consent to the above novations and enter into deeds of novation with Dimensions-UK and Dimensions Cymru Limited in consultation with the Interim Head of Finance and Section 151 Officer and Chief Officer – Legal & Regulatory Services, HR & Corporate Policy and to arrange execution of the deeds of novation on behalf of the Council, subject to such delegated authority being exercised in consultation with the Chief Officer – Legal & Regulatory Services, HR & Corporate Policy;
- Authorised the novation of the SLA for the provision of a Short Term Respite & Recovery Service for Carers from Hafal to Adferiad Recovery Ltd;
- Delegated authority to the Corporate Director Social Services and Wellbeing to provide written consent to the novation of the SLA for the provision of a Short Term Respite and Recovery Service for Carers in consultation with the Interim Chief Officer – Finance, Performance and Change and Section 151 Officer and Chief Officer – Legal & Regulatory Services, HR & Corporate Policy.

725. **VARIATION TO THE OLDER PEOPLE PARTNERSHIP AGREEMENT (S33 AGREEMENT) - RELEASING SERVICE CAPACITY WITHIN THE COMMUNITY RESOURCE TEAM**

The Corporate Director Social Services and Wellbeing sought approval to vary the current Overarching Partnership Agreement for integrated community services with Cwm Taff Morgannwg University Health Board to include provision for a pilot scheme utilising Health Care Support Workers within the Community Resource Team. She stated that the intention of the pilot scheme is to seek to mitigate the current risks linked to reduced service capacity due to the inability to recruit to vacant social care worker posts.

The Corporate Director Social Services and Wellbeing reported that during the transition arrangements for the health board boundary change, Cwm Taf Morgannwg University Health Board (CTMUHB) signalled a commitment to continue to work in partnership to deliver intermediate care services for Adult and Older People's Services. She stated that following negotiation in terms of the content and structure of this agreement the formal partnership agreement took effect from 1st April 2019.

The Corporate Director Social Services and Wellbeing informed Cabinet that the long-term impact of Covid-19, alongside the known pressures of an ageing population, increasing dementia rates and more complex and challenging needs will result in increasing demands on already pressurised services. Demands on care and support at home services have increased significantly, showing an increase in 7-8% in care at home hours delivered in August 2021 compared to in April 2020, before the pandemic took effect. Demand has also increased for both hospital and community services, with both operating under significant pressure.

The Corporate Director Social Services and Wellbeing reported on an urgent need to work in partnership with CTMUHB to increase service capacity. It was proposed that CTMUHB recruit 4 Whole Time Equivalent (6 x 25 hr contracts) band 2 Community Health Care Support Workers (HCSW) into the current integrated Community Resource

Team (CRT) structure to provide support for people to reduce the need for social care input. This aimed to release social care capacity within the current system and improve the availability of short-term assessment care packages within the locality. She stated that it was intended that the pilot follows similar management procedures in place for existing joint arrangements within the CRT.

The Cabinet Member Social Services and Early Help in commending the proposal highlighted the benefits of working in an integrated way which is a strength in the service.

RESOLVED: That Cabinet:

- considered the contents of the report, the current challenges this proposal aimed to mitigate; and
- delegated authority to the Corporate Director for Social Services and Wellbeing, in consultation with the Interim Chief Officer, Finance, Performance and Change and the Chief Officer, Legal, HR & Regulatory Services, to negotiate and enter into a variation agreement to the Overarching Partnership Agreement for the integrated community services with Cwm Taff Morgannwg University Health Board Board to include provision for a pilot scheme utilising Health Care Support Workers within the Community Resource Team in accordance with the proposal set out in the report.

726. COSY CORNER TOURISM ATTRACTOR DESTINATION FUNDING

The Corporate Director Communities reported on an update to securing funding through the Tourism Attractor Destination Programme to take forward a project on Cosy Corner, Porthcawl, and to accept an offer of funding and enter into required agreements.

She reported that following the intention of Credu Charity Limited to appoint administrators and the withdrawal of funding for the Maritime Centre project, funded through the Visit Wales Tourism Attractor Destination Programme (TAD), the Council terminated the agreement for the lease relating to the Maritime Centre at the Cosy Corner site. She stated that Officers had undertaken an outline appraisal of the short to medium term options available to the Council to seek to access possible funds through the TAD programme for Cosy Corner. Should the funding become available and dependent on resources it was proposed to enhance improvements for community organisations; the local economy and tourism offer; marina users and for the wider community.

The Corporate Director Communities reported that following authorisation by Cabinet in December 2020 to submit a bid for improvements to Cosy Corner through the TAD programme, the Welsh European Funding Office (WEFO) had completed an assessment of six of the nine criteria. WEFO had also requested further information for the remaining assessment stages and confirmation of matching funding and state aid cover. Cabinet at its meeting in March 2021, authorised proceeding with the development at risk and to utilise match funding of £384,615 in order to secure a potential grant of £1m. Architects had been appointed following a procurement exercise in order to progress the project.

The Corporate Director Communities reported that a £500k earmarked reserve was established for the project, increasing the capital project budget to £1,884,615, with a further £230k added from the Strategic Regeneration Fund for price fluctuations. Confirmation had now been received of an offer of £1m funding from WEFO and the Welsh Government, with the remaining funding of £1,114,615 funded by the Council's

resources. She stated that the project must be completed by December 2022 and authorisation was sought to accept the offer of funding and to enter into required agreements to progress the project.

The Cabinet Member Education and Regeneration in commending the proposals for Cosy Corner stated that whilst the project is separate to the Salt Lake development, it would integrate with it. He stated that the vision for Cosy Corner will be useful as a tourism destination, improvements to the street scene will fit in with the area which is iconic. The Cabinet Member Communities thanked the Regeneration Team for the work it had undertaken to date on the project to date and he looked forward to its completion. The Leader also welcomed the project, which was operating against tight timescales and looked forward to it coming to fruition.

RESOLVED: That Cabinet delegated authority to the Corporate Director Communities, in consultation with the Chief Officer – Legal and Regulatory Services, HR & Corporate Policy and the Interim Chief Officer, Finance, Performance and Change to accept the offer of funding to deliver the Cosy Corner project as part of the Visit Wales Tourism Attractor Destination Programme.

727. INFUSE PROGRAMME

The Corporate Director Communities reported on progress in developing the Cardiff Capital Region Challenge Fund and Infuse Programme and requested approval to enter into a Partnership Agreement with Monmouthshire County Council for the Infuse Programme. She informed Cabinet that the Cardiff Capital Region (CCR) Cabinet approved the £10m CCR Challenge Fund to focus on local wealth re-building in a post-COVID state, through solving societal challenges that will have economic impact and potential commercial scale opportunities.

She stated that the Infuse Programme has been designed to develop innovation skills, introducing officers to new process and concepts, providing a safe environment for them. It will be challenge-led, identifying two thematic areas of high importance to the Region, looking at problems and opportunities linked to decarbonisation and will run for 3 years until December 2023. Participants will work within one of the three work streams of R&D, Data or Procurement and there will be opportunities for collaboration and sharing between teams and in-depth engagement with senior leaders. It was intended that officers will work in six cohorts with 120 officers across the region involved over the period of the programme. She stated that in order to participate in the programme, the Council is required to enter into a Partnership Agreement as a Joint Beneficiary with Monmouthshire County Council, along with the other Joint Beneficiaries.

The Cabinet Member Communities in commending the innovative programme commented that it will be a proactive approach towards decarbonisation towards 2030, improving the Council's fleet and alleviating fuel poverty. The Leader commented that the programme will require staff involved in the programme to work in different ways.

RESOLVED: That Cabinet

- noted the progress in developing the Cardiff Capital Region Challenge Fund and Infuse Programme;
- delegated authority to the Corporate Director Communities, in consultation with the Chief Officer – Legal and Regulatory Services, HR & Corporate Policy and the Interim Chief Officer, Finance, Performance and Change to agree and approve the terms of the Infuse Partnership Agreement any further deeds

and documents which were ancillary to that agreement and to arrange execution of those agreements on behalf of the Council.

728. CAERAU HEAT SCHEME

The Corporate Director Communities reported on recent activity in relation to the Caerau Heat Scheme and sought approval to change the scope of the Caerau Heat Scheme and submit a re-profile of the project to the Welsh European Funding Office (WEFO).

The Corporate Director Communities reported that the Caerau Heat Scheme was established as a highly innovative project that proposed to extract heat from water contained within flooded former coal mine workings, to provide a resource for properties within Caerau. The water would be transported via a network of pipes to the properties with the temperature being boosted to the residents required level by a ground source heat pump. She stated that the innovative nature of the project had presented several challenges, most notably how to commercially use mine water as a resource, how to secure customers to a heat network largely serving the housing market and how to create a commercially affordable and viable project. Cabinet at its meeting in June 2021 resolved to progress with a blended option of a demonstrator mine water scheme, serving the school, and a heat network with an alternative heat source serving homes and a private wire connection from the wind farm.

The Corporate Director Communities reported that further work was undertaken on the approved proposal in order to inform the re-profile of the project business plan to WEFO. She stated that a number of challenges had been identified, which had yet to result in the re-profile being submitted, most notably, financial viability after the inclusion of business rates, domestic customer sign up to the heat network, meeting the project delivery target date of June 2023 and the delivery of a financially viable project. She outlined an assessment of each challenge and detailed options suitable for progression, namely, to close the project or remove the Tudor Estate heat network element of the project and deliver a mine water demonstrator project with a private wire arrangement from the wind farm providing a lower cost supply of electricity to the heat pump at Caerau Primary School. She stated that WEFO would need to agree that closing the project still aligned with the criteria of the funding and approval was sought for option B, to prepare and submit to WEFP a re-profile for a mine water demonstration project centered on the school using a heat pump and a private wire connection to the local wind farm.

The Corporate Director Communities outlined the financial implications of the scheme cost and informed Cabinet that the re-profile, with a new set of figures would need to be presented to the Section 151 Officer for agreement ahead of submission to WEFO and a further report presented to Cabinet to update on the outcome of the WEFO re-profile and to outline next steps in respect of the scheme, including financial implications.

The Cabinet Member Communities thanked the work of his predecessor, Councillor Young for his work in championing the project and he commented that option B should be pursued as it is a demonstrator project as it sits with the Council's decarbonisation agenda.

The Corporate Director Communities also informed Cabinet that the Coal Authority had shown a particular interest in this project as a decarbonised heat project which would be replicated across the former coalfields in England and Scotland.

The Leader informed Cabinet that the position in relation to there being no exemption from business rates would be taken up with the Welsh Government for it to be re-considered as it currently affects the viability of the project.

RESOLVED: That Cabinet:

- Approved the change to the Caerau Heat Scheme as detailed in sections 4.8 and 4.9 of the report being to remove the Tudor Estate heat network element of the project and deliver a mine water demonstrator project with a private wire arrangement from the wind farm providing a lower cost supply of electricity to the heat pump at Caerau Primary School;
- Delegated authority to the Corporate Director Communities, in consultation with the Chief Officer - Legal & Regulatory Services, HR & Corporate and the Section 151 Officer to agree and submit the Scheme re-profile to WEFO based on the changes to the Caerau Heat Scheme outlined in sections 4.8 and 4.9 of this report;
- Noted that a further report would be presented to Cabinet following the outcome of the submission of the re-profile to WEFO.

729. EXTENSION TO CONTRACT FOR BUS SERVICES 65 AND 70

The Corporate Director Communities sought approval for the modification of an existing contract to allow for a 12 month extension to Service No. 65 (Bridgend to Talbot Green via Heol-y-Cyw) and Service No. 70 (Bridgend to Cymmer via Maesteg) in accordance with Contract Procedure Rule (CPR) 3.3.6.

The Corporate Director Communities reported that the contract was awarded for a 12 month period, expiring on 31 October 2021, with options to extend for periods of up to 12 months each, and up to a maximum extension period available of 48 months. She stated that bus travel had been severely affected by the Covid-19 pandemic with passenger numbers plummeting, whilst social distancing and additional cleansing requirements have placed added burdens and costs on operators. Discussions had taken place with the Corporate Procurement Team to consider available options as to the retendering or extension of the contract. It was identified that the market would be disrupted due to the impact of the pandemic and that the pace of recovery would dictate the appropriate renewal / extension process and a wait and see approach may be appropriate in the first instance. With restrictions still in place on public transport in Wales, and numbers not recovered to pre pandemic levels, any current tendering process would be affected by the current restrictions within the sector. Reduced patronage following COVID-19 was very likely to increase tendered contract costs significantly in any subsequent procurement processes undertaken in the present circumstances and it was proposed to extend the current contract for a further 12 months on the basis of the same level of remuneration and during which time the contract will be retendered.

RESOLVED: That Cabinet approved the modification of the bus service contract in accordance with CPR 3.3.6 to allow for a 12 month extension of the contract for Service No. 65 and Service No. 70 from 01 November 2021.

730. FORWARD WORK PROGRAMME - CABINET, COUNCIL & SCRUTINY

The Chief Officer, Legal and Regulatory Services, HR and Corporate Policy presented a report which sought approval for items to be included on the Forward Work Programme for the period 1 November 2021 to 28 February 2022 and for Cabinet to note the Council and Overview and Scrutiny Forward Work Programmes for the same period.

The Cabinet Member Wellbeing and Future Generations in commending the report stated that the publication of the Forward Work Programmes is important for transparency in decision making.

RESOLVED: That Cabinet:

- Approved the Cabinet Forward Work Programme for the period 1 November 2021 to 28 February 2022 at Appendix 1;
- Noted the Council and Overview and Scrutiny Forward Work Programmes for the same period as above, shown at Appendix 2 and Appendix 3 of the report, respectively.

731. SHARED REGULATORY SERVICES ANNUAL REPORT 2020-21

The Head of Shared Regulatory Services reported on the Shared Regulatory Services Annual Report for 2020-2021.

He informed Cabinet that in accordance with the Joint Working Agreement (JWA), Shared Regulatory Services is required to produce an Annual Report, covering the operational and financial performance of the service for the preceding year and for it to be presented to each partner authority's Cabinet for information purposes. He highlighted the key aspects of operational performance across the region. He informed Cabinet that the pandemic had brought about a wave of unprecedented actions controlled by Government, which officers were required to enforce on additional activities on businesses and individuals. He stated that the performance of staff across the service had been nothing short of spectacular. He also thanked staff for their commitment in reducing sickness levels significantly for 2020-21 to 6.32 Full Time Equivalent (FTE) person, compared to 10.13 FTE in the previous year. He informed Cabinet of the actions of officers in bringing empty private properties back into use and officers had also been active in the Courts in bringing rogue traders and doorstep criminals to justice.

The Leader conveyed his appreciation to the staff of Shared Regulatory Services for their performance, particularly having to close several businesses due to the restrictions in place brought about by the pandemic and then having to enforce as restrictions lifted. He was pleased to see the actions taken by officers through the courts in bringing rogue traders and doorstep criminals to justice, who had preyed on and exploited residents. The Cabinet Member Wellbeing and Future Generations thanked all the teams within Shared Regulatory Services which is multi-disciplined in nature within the public realm. She congratulated the Animal Welfare Team through its work for achieving RSPCA awards.

The Cabinet Member Wellbeing and Future Generations thanked the Head of Shared Regulatory Services for his leadership of the teams and who is instrumental in the way they carry out their duties, in what is a high performing service. The Leader also thanked the Head of Shared Regulatory Services for his leadership of the service and for the culture which he has embedded into the service.

RESOLVED: That Cabinet noted the Shared Regulatory Services Annual Report for 2020-2021.

732. 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 Paragraph 21 of Part 5 of Schedule 12A of the Act.

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

733. **ESTABLISHMENT OF A FRAMEWORK AGREEMENT FOR THE PROVISION OF SPECIALIST SUPPORTED LIVING SERVICES**

734. **URGENT ITEMS**

There were no urgent items.

The meeting closed at 17:28

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CHIEF OFFICER - LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY

LOCAL AIR QUALITY MANAGEMENT – ANNUAL PROGRESS REPORT 2021

1. Purpose of report

- 1.1 The purpose of this report is to seek approval for the 2021 Bridgend County Borough Council (BCBC) Local Air Quality Management (LAQM) Annual Progress Report (APR) based upon the air quality datasets obtained in 2020. This report requires Cabinet approval in order to submit a final version to Welsh Government (WG).
- 1.2 The report also provides an update on progress towards the DRAFT Air Quality Action Plan for the Park Street Air Quality Management Area.

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

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:-
 1. **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
 2. **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.

3. Background

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

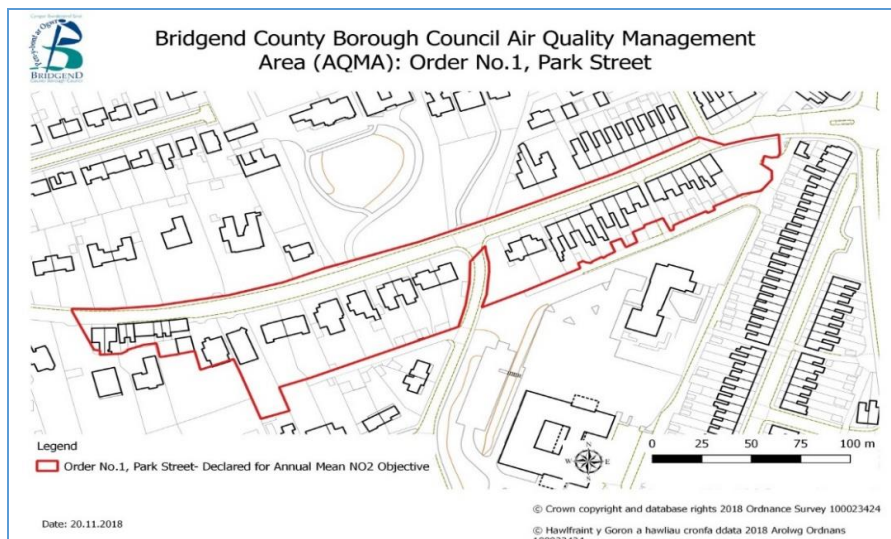
specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves.

- 3.2 The Annual Air Quality Progress Report, attached as **Appendix 1**, provides details on the ratified data for the air quality monitoring undertaken in 2020 within Bridgend County Borough.
- 3.3 Welsh Government issues statutory policy guidance to Local Authorities under section 88 of the Environment Act 1995 to bring the local air quality management system in Wales into line with the sustainable development principle outlined in Welsh Government's Well-being for Future Generations Act, 2015. This guidance, with which local authorities must have regard to when carrying out their air quality functions under the Environment Act 1995, sets out that authorities in Wales have to produce an Annual Progress Report each year and publish it by 31st December at the latest. This report must include monitoring results for the previous calendar year, a progress report on action plan implementation and an update on any new policies or developments likely to affect local air quality.
- 3.4 This Annual Air Quality Progress Report satisfies the above criteria examining ratified datasets for air quality monitoring undertaken in 2020 within Bridgend County Borough.

4. Current situation/proposal

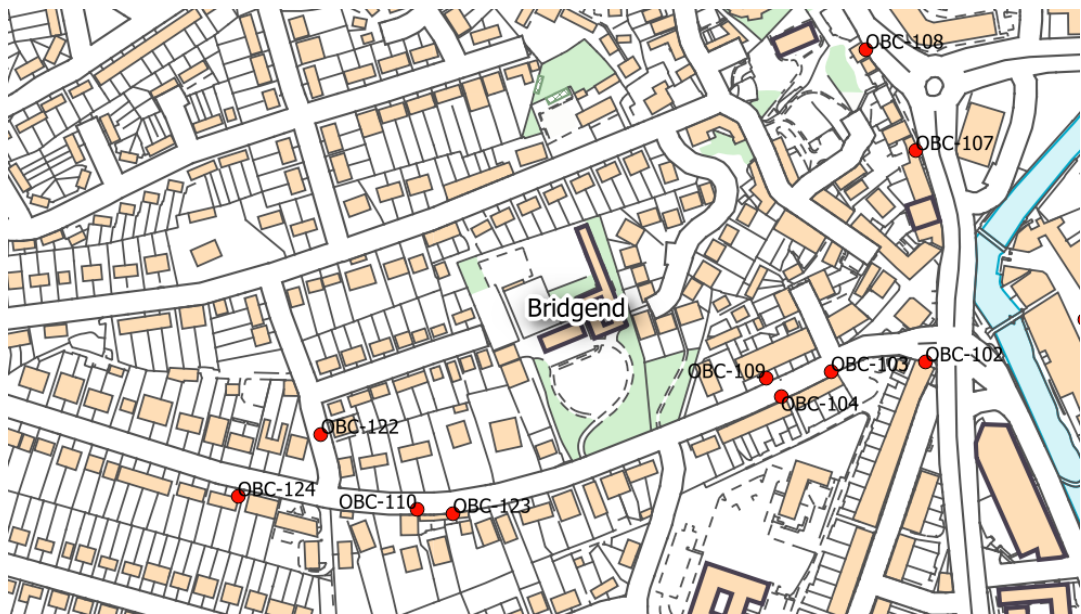
- 4.1 The 2021 Annual Air Quality Progress Report confirms that in 2020, in general, air quality within Bridgend County Borough continues to meet the relevant air quality objectives as prescribed in the Air Quality (Wales) Regulations 2000 and the Air Quality (Amendment) (Wales) Regulations 2002.
- 4.2 2020 was of course dominated by the COVID-19 pandemic with strict lockdown arrangements in place from March into the summer of 2020, again in the autumn with the 'firebreak' lockdown (October into November) and finally from Christmas onwards. A noticeable effect of the various lockdowns was the significant reduction in road traffic in line with the prohibition of non-essential travel and the requirement to work from home wherever possible. In 2020, across Bridgend County Borough as a whole, there was an average reduction of 22% in NO₂ annual mean concentration experienced at roadside diffusion tube monitoring sites, relative to 2019.
- 4.3 However, the 2021 Annual Progress Report confirms that in 2020 air quality continues to be a concern along Park Street coinciding with the geographical boundary of the Park Street, Bridgend AQMA Order raised on the 1st January 2019. The area comprising the Bridgend County Borough Council Air Quality Management Area Order Number 1, Park Street is outlined in *Error! Reference source not found.*, below.

Figure 1- Extent of the Park Street Air Quality Management Area



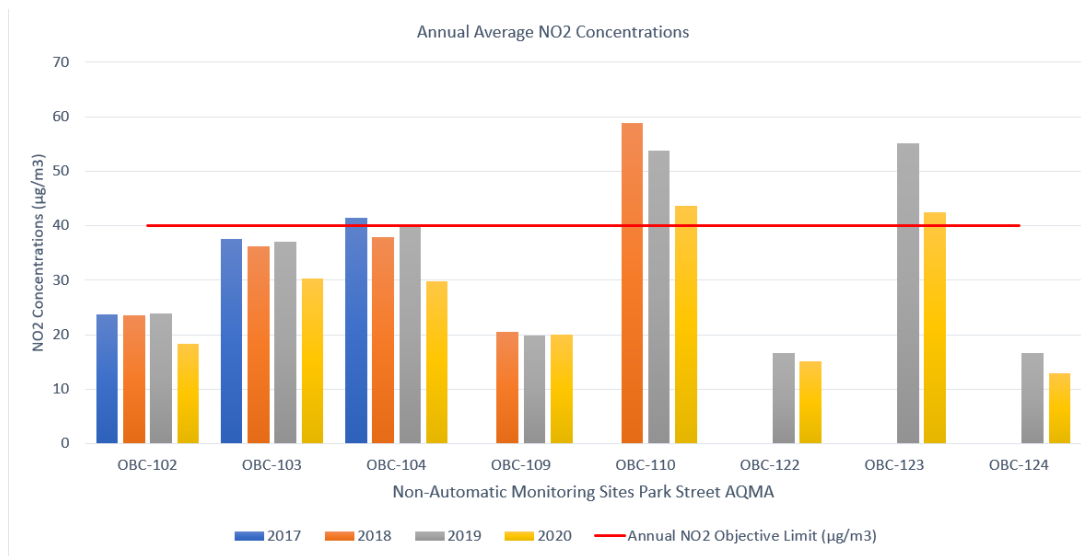
4.4 **Figure 2** below depicts the non-automated monitoring sites located in and around the Park Street Air Quality Management Area.

Figure 2 - 2020 NO₂ Diffusion Tube Monitoring Locations, Park Street/ Tondur Road



4.5 It is noted that monitoring undertaken in 2020 at monitoring sites **OBC-110 & OBC-123**, located on Park Street residential facades, still demonstrates annual average levels in exceedance of the annual average air quality objective set at (40µg/m³) for NO₂, despite the generally lower NO₂ levels experienced in the monitoring period. Thus the annual mean NO₂ concentration for **OBC-110** is calculated at **43.6µg/m³** while the annual mean NO₂ concentration for **OBC-123** is calculated at **42.4µg/m³** respectively, as shown in **Figure 3** below. These site specific levels represent a reduction of 21.2% and 24.1% respectively, relative to 2019.

Figure 3 – Trends in annual mean NO₂ concentrations in the Park Street AQMA



- 4.6 After a number of delays to ensure that the necessary planning permission and legal agreements were in place, an automated air quality monitoring system (AMS) is now located in the grounds of the Quaker Meeting House on Park Street. Following its installation and commissioning in December 2020, the monitoring site measures and records on a 24/7 basis the levels of NO₂ and PM₁₀, and forms part of the Welsh Air Quality Network. This development is over and above the non-automated monitoring network, and the results recorded by the newly installed AMS can be viewed at online at <http://www.welshairquality.co.uk>.
- 4.7 Longer term, the AMS will allow for air quality trends to be examined on a high temporal resolution basis and therefore be able to assist with underpinning those short term periods whereby raised levels of NO₂ are particularly prevalent in the area.

Park Street, AQMA Action Plan Update

- 4.8 As part of the LAQM statutory duties, from the date of raising the AQMA Order (in this instance 1st January 2019) Shared Regulatory Services (SRS) and Bridgend County Borough Council (BCBC) had 18 months in which to prepare a DRAFT Air Quality Action Plan (AQAP) to improve air quality in the area, and once agreed, this plan to be formally adopted before two years has elapsed.
- 4.9 While SRS and BCBC have made good headway in developing this AQAP in accordance with WG's Policy Guidance, inevitably the impacts and associated difficulties of the COVID-19 pandemic have meant that the timeline has had to be extended in consultation with Welsh Government, as detailed in 4.16 below.
- 4.10 In order to develop ideas and ensure an effective AQAP which considers all aspects, and prioritising public health, an AQAP Work Steering Group was established, comprising specialists from the various departments of Bridgend County Borough Council, as well as from partner agencies. Collating the ideas and suggestions generated by the Work Steering Group, a list of proposed mitigation measures has previously been created (as set out in Table 2 of the 2021 Annual Progress Report). An indicative cost and benefit score was also provided for each action. The potential actions have been scored for cost benefit and then ranked to identify the most deliverable actions (as set out in Table 3 of the 2021 Annual Progress Report).
- 4.11 The conclusion drawn by the AQAP Work Steering Group, and supported by the feedback received through the December 2019 Park Street AQMA public engagement sessions, is that the air quality experienced in the AQMA is derived from the nature of traffic flows utilising the network. Queuing and inconsistent traffic flows would appear to be the principal cause of the poor levels of air quality.
- 4.12 Following the indicative Cost Benefit Analysis a decision was made by the AQAP Work Steering Group to pursue those mitigation options that would manage and improve traffic flows through the Park Street AQMA and in so doing, deliver air quality improvements in the **shortest time possible**, and in line with the ambitions of Welsh Government and BCBC; reduce levels to **as low as reasonably practicable**.

- 4.13 Following the 15th September 2020 Cabinet decision to undertake detailed transport and air quality assessments within the Park Street AQMA, consultancy work has been underway to identify the most appropriate measures to implement from the preferred mitigation options package of:-
1. Implement a 4 phase junction (3 traffic, 1 pedestrian) at the Heol-y-Nant turning (Measure 21)
 2. Denying all access onto St Leonards Road (Measure 18);
 3. Optimise the Park Street/ Angel Street/ Tondu Road Junction (Measure 20).
- 4.14 Early transport modelling results indicate that the first of these (Measure 21) is unlikely to bring about the desired improvement in air quality as a result of queuing traffic, however it is a condition of the Persimmon planning permission that a right turning will be introduced into Heol-y-Nant. Air quality modelling is due to be run on this arrangement. Next will follow work to model options 2 and 3 above (Measures 18 and 20) for both transport and air quality considerations.
- 4.15 Once the outcomes of this modelling work are understood, the Air Quality Action Plan for the Park Street AQMA can be compiled accordingly. It will be presented to Cabinet for consideration prior to public consultation.

Covid-19 Impacts

- 4.16 The unprecedented circumstances of the COVID 19 pandemic have impacted on local air quality monitoring and the development of the action plan for the Park Street AQMA, both in terms of its scheduling and delivery. Welsh Government has been kept up to date with the position and inevitable delays in delivering the action plan. Welsh Government recognise the need to allow for a further extension period to facilitate the delivery of the action plan, and it has been agreed that a revised deadline of 31st March 2022 represents a realistic time frame in which to submit the DRAFT action plan to Welsh Government.

5. Effect upon policy framework and procedure rules

- 5.1 The Report does not have any impacts on policy framework and procedure rules.

6. Equality Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

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

- 7.1 SRS and BCBC adopt the principles of The Well-being of Future Generations (Wales) Act 2015 (WFGA). The act is a significant enabler to improve air quality as it calls for sustainable cross-sector action based on the principles of long-term, prevention-focused integration, collaboration and involvement. It intends to improve

economic, social, environmental and cultural well-being in Wales to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs.

7.2 Declaration of the AQMA on Park Street and the subsequent production of the Air Quality Action Plan will ensure that future decision making in terms of air quality complies with the WFGA, and the Council meets the five ways of working, as detailed below:

- Long term – The action plan will balance short-term needs of improving air quality, and will also look at measures to safeguard the ability of meeting long-term needs.
- Prevention – By implementing measures which will be set out in the Action Plan, the Council should ensure improvements in air quality and will be able to prevent air quality deteriorating in the future.
- Integration – SRS will look to ensure that the work undertaken as part of the Action Plan integrates with public body's environmental well-being objectives.
- Collaboration – The Action Plan will be developed in collaboration with many departments within the Council and other external organisations, i.e., Public Health Wales.
- Involvement – The action plan will be subject to public consultation, and will ensure that those who have a strong interest in improving air quality will be fully involved and their ideas considered.

8. Financial implications

8.1 SRS has an existing budget to complete a programme of air quality monitoring across Bridgend.

8.2 Transport and air quality monitoring within the Park Street AQMA have been supported by Corporate contingency funding in 2021-22, progressing within the identified budget for this work.

8.3 Should any further detailed assessments be required, then this would necessitate discussion with the Section 151 Officer as to how that additional work could be funded.

9. Recommendation(s)

9.1. Cabinet is recommended to:-

- Note and accept the results of air quality monitoring gathered in 2020
- Note the progress made in developing the Air Quality Action Plan for Park Street; and
- Agree the finalisation of the 2021 Annual Progress Report (attached as **Appendix 1**) for submission as a final version to Welsh Government.

Kelly Watson
Chief Officer - Legal and Regulatory Services, HR and Corporate Policy
November 2021

Contact officer: Helen Picton
Operational Manager– Enterprise and Specialist Services
(Shared Regulatory Services)

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Holton Road
Barry
CF63 4RU

Background documents:

None



Bridgend County Borough Council

2021 Air Quality Progress Report

In fulfilment of Part IV of the Environment Act 1995

Local Air Quality Management

September 2021

| | |
|--------------------------------|---|
| Local Authority Officer | Adam Spear |
| Department | Specialist Enterprise Services |
| Address | Civic Offices, Holton Road, Barry CF63 4RU |
| e-mail | aspear@valeofglamorgan.gov.uk |
| Report Reference number | 2021 Air Quality Progress Report for Bridgend County Borough Council |
| Date | September 2021 |

Executive Summary: Air Quality in Our Area

Public Health

What has become distinctly apparent is that Air Pollution is a local and national problem. Long-term exposure reduces life expectancy by increasing mortality, as well as increasing morbidity risks from heart disease and strokes, respiratory diseases, lung cancer and other effects.

What we know is that poor air quality in Wales poses as a significant concern for Public Health and is regarded as the most significant environmental determinant of health. Its associated adverse risk to public health is particularly prevalent within urban areas and near major roads. The pollutants of primary concern for public health are particulate matter and primary/secondary derived nitrogen dioxide (NO₂). Both pollutants primarily originate from motor vehicles.

The UK expert Committee on the Medical Effects of Air Pollution (COMEAP) estimates that air pollution is responsible for “an effect equivalent of between 28,000 and 36,000 deaths (at typical ages) each year”. This does not mean there are ‘actual’ deaths from air pollution exposure; rather, that the reduced life expectancy which everyone experiences because of air pollution exposure (6-8 months on average but could range from days to years) is ‘equivalent’ to between 28,000 and 36,000 deaths when summed. In Wales, based on the latest data available (from 2017), Public Health Wales estimates the burden of long-term air pollution exposure to be the equivalent of 1,000 to 1,400 deaths (at typical ages) each year.

Despite the efforts made by national government and local authorities there is an apparent disconnect between air quality management and Public Health. The status of Air quality management in Wales focuses upon a hotspot approach and fails to reference other factors such as socioeconomic status or exposure to other environmental determinants of health.

Fundamentally, it is plausible that air pollution affects everyone to some extent. Whilst the legislative air quality limit values are based on epidemiological evidence and are ultimately intended to protect public health, there is also recognition that health effects may be experienced below

these thresholds for some of the key pollutants (e.g., PM_{2.5} and NO₂), particularly affecting most susceptible groups: young children, the elderly and those with pre-existing health conditions and comorbidities. Acknowledged as the triple jeopardy concept - air pollution combines with other aspects of the social and physical environment to create an inequitable disease burden on more deprived parts of society; populations of areas with low socioeconomic status are prone to exacerbated effects from exposure to air pollution, in part as they are more likely to suffer pre-existing health conditions as a result of their poorer living conditions and lifestyle, but also as they are more vulnerable, being more likely to be living in areas with higher levels of air pollution.

The Impact of Covid-19 on Air Quality Monitoring

The COVID-19 pandemic has impacted air quality at local, regional, and national scales and presented challenges to Local Authorities in undertaking statutory LAQM duties. This section outlines the impact of COVID 19 on air quality in the Bridgend during 2020. Further detail on air quality impacts at the national scale can be viewed through the Reports & Seminars section of www.airquality.gov.wales/reports-seminars/reports

Air Quality in Bridgend

Local authorities have a statutory duty under Part IV of the Environment Act 1995 & Air Quality Strategy for England, Scotland, Wales and Northern Ireland 2007 to manage local air quality. Under Section 82 of the Environment Act 1995 the Local Air Quality Management (LAQM) process places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether air quality objectives are likely to be achieved.

The air quality objectives applicable to LAQM in Wales are set out in the Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138) and Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298). Where the air quality reviews indicate that the air quality objectives may not be met the local authority is required to designate an Air Quality Management Area (AQMA). Action must then be taken at a local level and outlined in a specific Air Quality Action Plan (AQAP) to ensure that air quality in the identified area improves.

In line with Bridgend County Borough Council's (BCBC) statutory duties under Part IV of the Environment Act 1995, Shared Regulatory Services (SRS) on behalf of BCBC regularly undertake air quality monitoring at specifically allocated locations across Bridgend using automated and non-automated principles for ambient air nitrogen dioxide (NO₂) & sulphur dioxide (SO₂).

With regards to prioritising ambient air quality sampling locations, the Council adopts a risk-based approach to any allocation of monitoring sites, considering the requirements of The Department for Environment, Food and Rural Affairs' (Defra) Local Air Quality Management (LAQM) Technical Guidance 16 (TG16), February 2018. The designated monitoring locations are assigned based on relevant exposure and where the certain Air Quality Objective levels for a particular pollutant applies. TG16 states that annual mean objectives should apply at "All locations where members of the public might be regularly exposed. Building facades of residential properties, schools, hospitals, care homes etc."

Bridgend County Borough Council's 2018 Annual Progress Report (APR) documented and made the recommendation to implement and raise an Order for an Air Quality Management Area (AQMA), designated to Park Street Bridgend. On 18th September 2018 BCBC's Cabinet approved the 2018 LAQM APR for Bridgend County Borough. The report examined datasets captured during 2017 and noted that Park Street, Bridgend was an area of particular concern and subsequently an Air Quality Management Area (AQMA) was required. It was reported that two nitrogen dioxide (NO₂) non-automated monitoring locations situated at residential facades on Park Street (as detailed in Table 1 & Figure 1), recorded elevated and exceeding annual average levels of NO₂ when compared to the annual mean NO₂ Air Quality Objective of 40µg/m³.

Table 1 - 2017 Annual Mean NO₂ Concentrations

| Site ID | Annual Mean Concentration (µg/m ³) AQS = 40 µg/m ³ (2) |
|----------|--|
| | 2017 |
| OBC- 102 | 23.7 |
| OBC- 103 | 37.6 |
| OBC- 104 | 41.5 |

Notes:

Exceedances of the **NO₂** annual mean objective of 40µg/m³ are shown in bold.

NO₂ annual means exceeding 60µg/m³, indicating a potential exceedance of the **NO₂** 1-hour mean objective are shown in **bold and underlined**.

(1) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(2) Diffusion tube data has been "bias adjusted" in accordance with Box 7.11 in LAQM.TG16 and "annualised" as per Boxes 7.9 and 7.10 in LAQM.TG16 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(3) Diffusion tube data has been corrected for distance to represent relevant exposure in accordance with Sections 7.77- 7.79 in LAQM.TG16 "Fall-off in **NO₂** concentrations with Distance from the Road"

Figure 1 – 2017 Park Street NO₂ Monitoring Locations

Based on the 2017 NO₂ datasets, in accordance with Welsh Government's (WG) Policy Guidance and Section 83 of the Environment Act 1995, SRS/ BCBC was required to legally declare an Air Quality Management Area (AQMA) for Park Street, and in doing so raise an AQMA Order that defines the detail and locality of the AQMA.

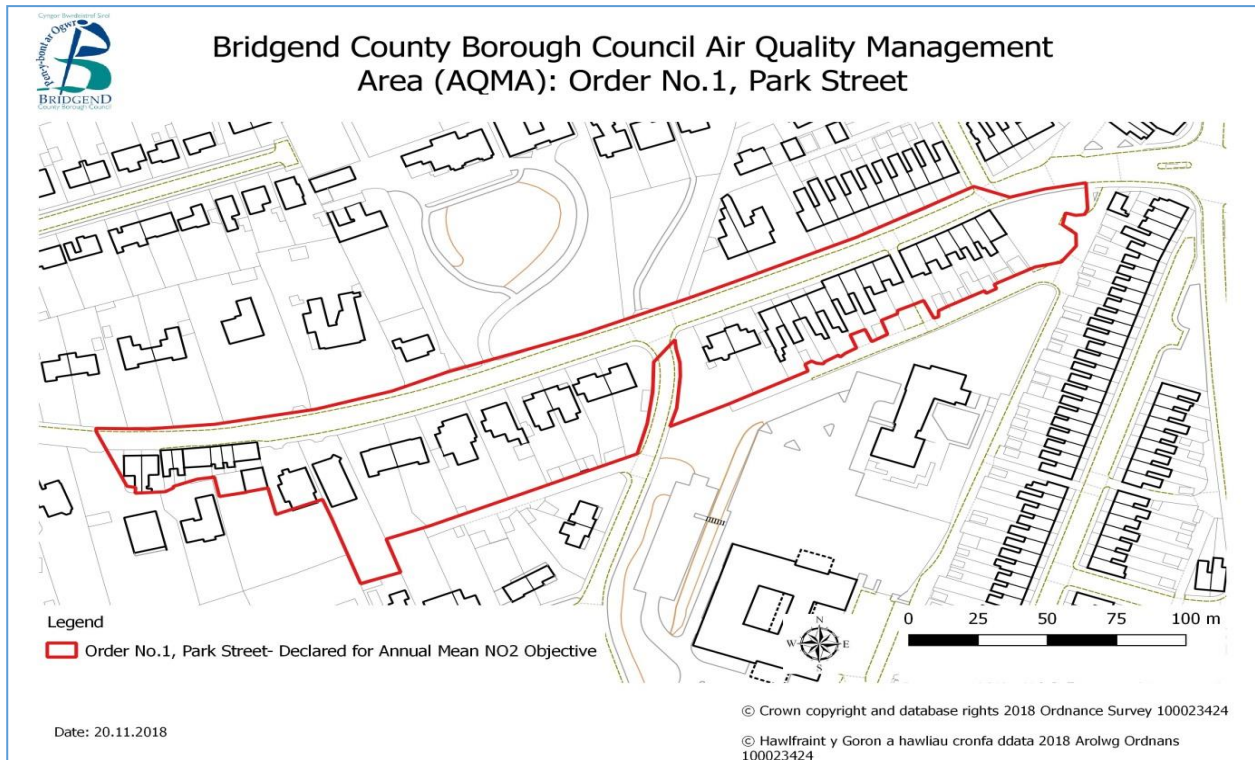
Park Street, Bridgend AQMA

The Park Street, Bridgend AQMA Order was officially implemented on the 1st January 2019. The area comprising the Bridgend County Borough Council Air Quality Management Area Order No. 1, Park Street is that contained within the boundary shown in Figure 2.

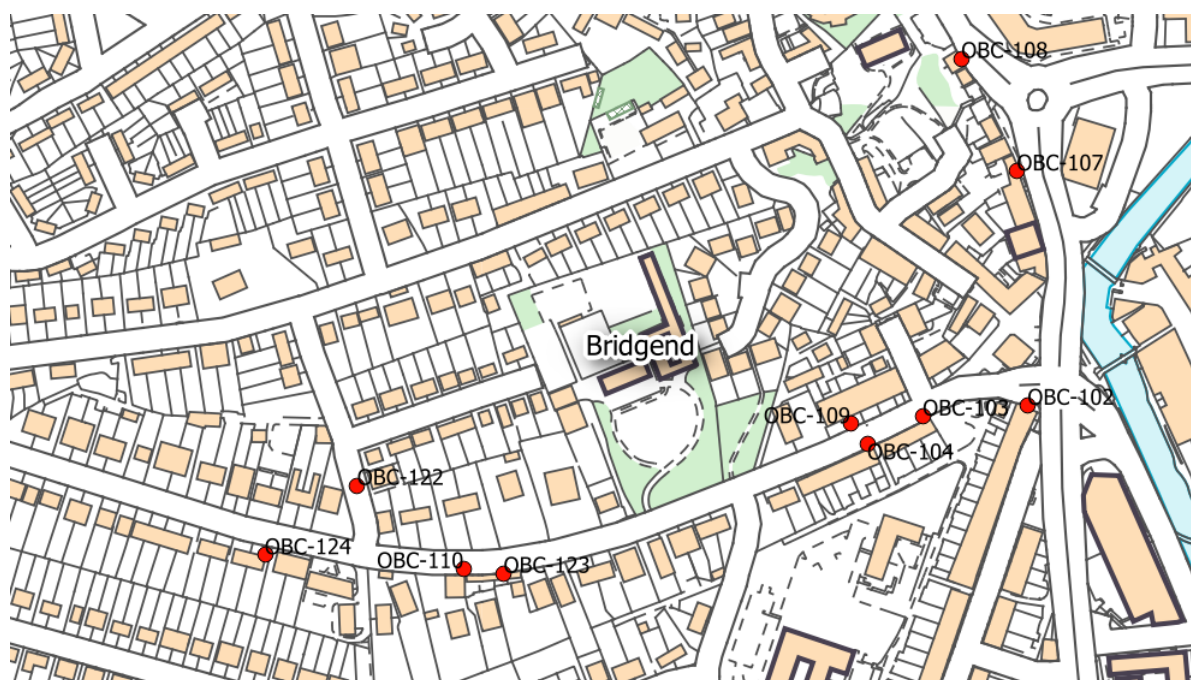
The designated area borders the green space area prior to the rear entrance of properties located on Sunnyside Road. The designated area incorporates all north facing properties, including their open space areas between 39 Park Street and 105 Park Street. The boundaries' northern side

borders the open space areas that front the south facing properties encapsulating the public access pathway.

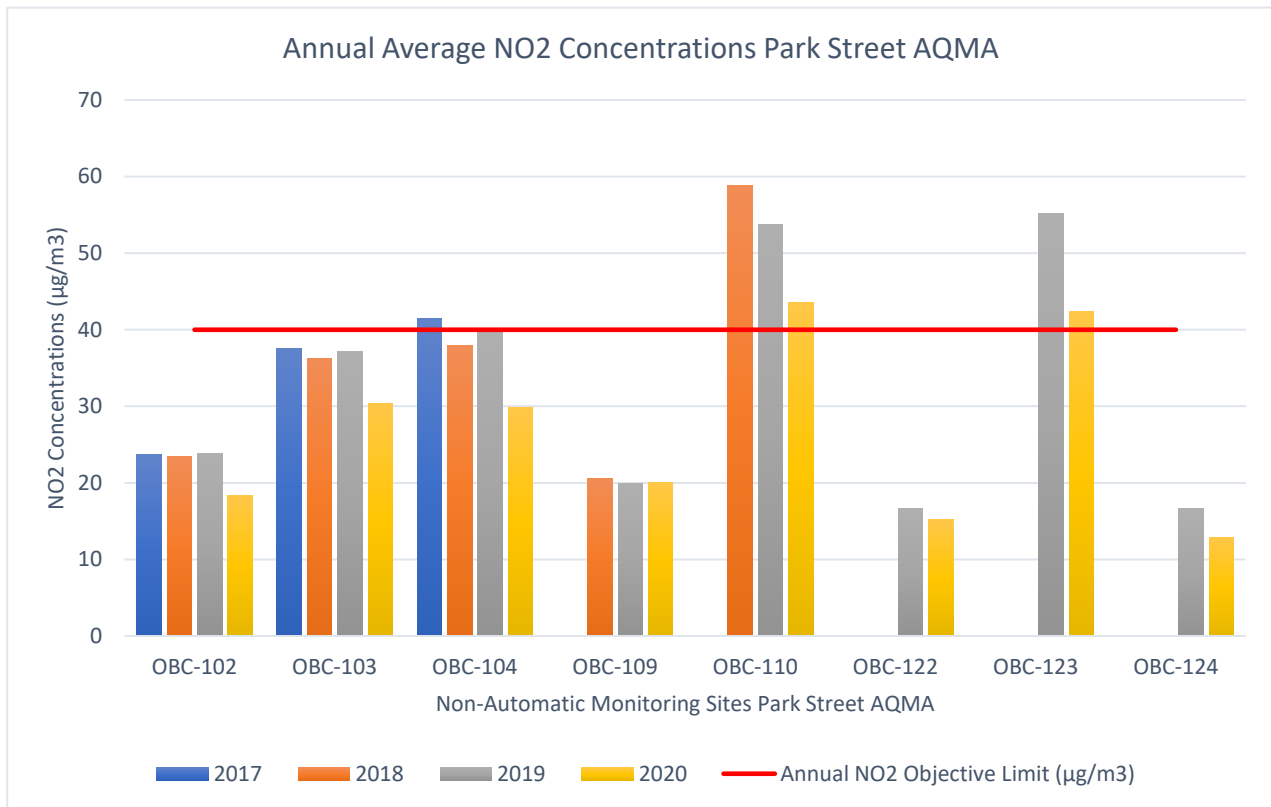
Figure 2 – Map of Park Street AQMA



Since 2017, monitoring for NO₂ has been increased along Park Street and adjoining road networks. Figure 3 illustrates the network of monitoring for Park Street & Tondu Road.

Figure 3 - Park Street AQMA NO₂ Monitoring Locations Since 2019

This Annual Progress Report confirms that in 2020 air quality was a prevalent concern along Park Street, within the geographical boundary of the AQMA Order raised on the 1st January 2019.

Figure 4 - Park Street AQMA Annual Mean NO₂ Monitoring Results 2017 - 2020

In **Figure 4** It is noted that in 2020, monitoring undertaken at sites **OBC-110 & OBC-123**, located on Park Street residential facades, exceeds the annual average air quality objective set at (40µg/m³) for NO₂.

Despite the referenced sites of concern, all other monitoring locations across Bridgend demonstrate compliance with the applicable air quality objectives.

With particular focus on nitrogen dioxide (NO₂), as discussed earlier in this report, in December 2020, BCBC introduced an automated air quality monitoring system within the Park Street AQMA. The equipment allows air quality trends to be examined on a high temporal resolution basis and therefore will be able to assist with underpinning those short-term periods whereby raised levels of NO₂ and PM₁₀ are particularly prevalent. This data will be particularly useful in assigning traffic control measures for certain time periods.

SRS on behalf of BCBC examined potential locations along Park Street, within the AQMA boundary to implement the automated air quality monitoring equipment. Following preliminary site visits with air quality monitoring equipment suppliers and the local authority's Highways Team, it was evident that Park Street presented as a rather difficult area in which to implement an air quality monitor. This was due to narrow foot ways and the fact that Park Street is designated as traffic sensitive, only allowing highway works between restricted hours.

To overcome these concerns, it was noted that the Quaker's Meeting House (Bridgend Quaker Meeting, 87 Park St, Bridgend, CF31 4AZ) car park offered a preferable location and would be a representative location for data collection.

SRS & BCBC recognises that to tackle known pockets of poor air quality, a more suitable and constructive approach is required to target the whole of Bridgend, improving overall air quality. With the implementation of correct long-term measures, highlighted road networks and identified areas of concern, Bridgend should be able to benefit from improved air quality.

Welsh Government's guidance on local air quality management recommended two clear goals:

- (1) achieve compliance with the national air quality objectives in specific hotspots and
- (2) reduce exposure to pollution more widely, to achieve the greatest public health benefit.

Collective efforts should look beyond targeted action in localised air pollution hotspots and do this in parallel with universal action to reduce risks for everyone.

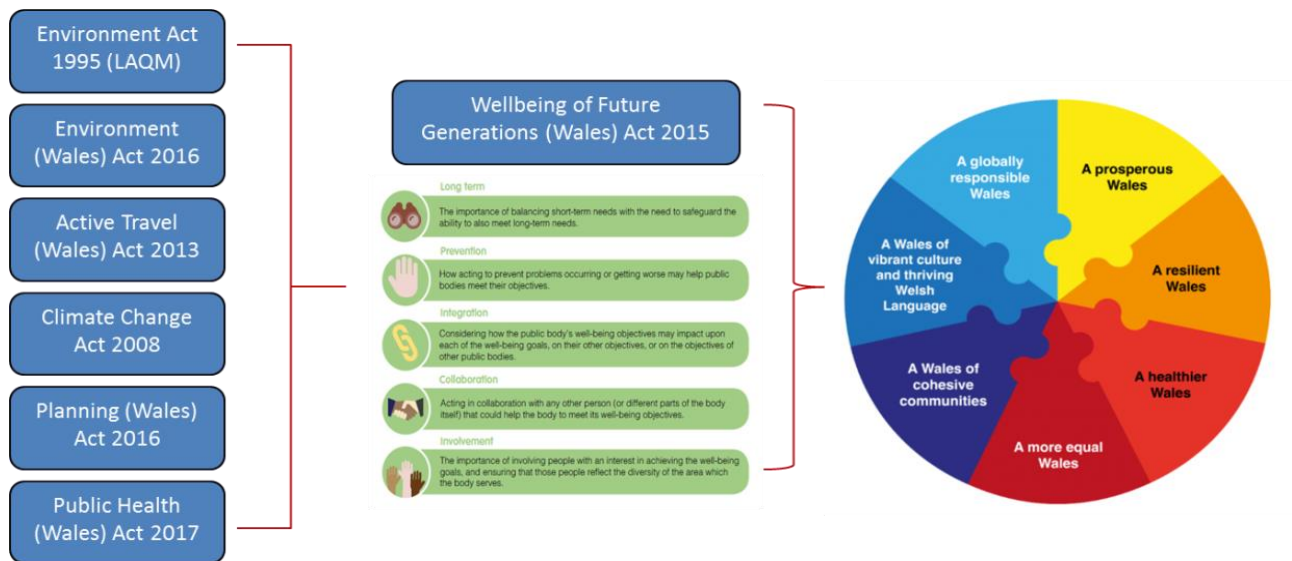
As stated by WG's policy guidance the following ways of working should be incorporated when devising any AQAP.

- Looking to the **long term** so we do not compromise the ability of future generations to meet their own needs.

- Taking an **integrated** approach.
- **Involving** a diversity of the population in the decisions affecting them.
- Working with others in a **collaborative** way to find shared sustainable solutions.
- Acting to **prevent** problems from occurring or getting worse.

In light of these aspirations SRS & BCBC adopts the principles of The Well-being of Future Generations (Wales) Act 2015. The Act is a significant enabler to improve air quality as it calls for sustainable cross-sector action based on the principles of long-term, prevention-focused integration, collaboration, and involvement. It intends to improve economic, social, environmental, and cultural well-being in Wales to ensure the needs of the present are met without compromising the ability of future generations to meet their own needs. The Act places responsibilities on public bodies in Wales to work in new ways (including via Public Services Boards) towards national Well-being goals. Progress is measured against a suite of well-being and Public Health Outcomes Framework indicators; there is one specifically concerned with air pollution.

As illustrated below, the act is the legislative vehicle for “Health in all Policies in Wales” and provides the underpinning principles for all policy and decision making, including economic development, in Wales. Reducing air pollution, health risks and inequalities can help contribute to most, if not all, of the well-being goals. As such, the Act presents excellent opportunities to change policy and practice to enhance air quality management arrangements across Bridgend (and wider).

Figure 5 - The Well-being of Future Generations (Wales) Act 2015

Welsh Government, Clean Air Plan for Wales, Healthy Air Healthy Wales

At the time of drafting this report WG has published its latest plan which underpins its commitment and long-term ambition to improve air quality in Wales. The plan sets out WG's policy direction and proposed actions to reduce air pollution to support improvement in public health and the natural environment. Actions are proposed across four thematic themes, examined as People, Environment, Prosperity and Place.

The plan and its proposed actions are available at:

<https://gov.wales/sites/default/files/publications/2020-08/clean-air-plan-for-wales-healthy-air-healthy-wales.pdf>

SRS/BCBC support the aspirations of the plan and welcome the development of more stringent mitigation measures that will enable a cohesive approach to air quality management and protecting public health and the natural environment.

Actions to Improve Air Quality

Improved monitoring

To improve its monitoring capabilities, for 2020, as part of a yearly review SRS have amended and improved the network of diffusion tubes previously assigned in previous years used for the LAQM regime. The amendments include improved monitoring locations to represent the locality of monitoring objectives and implementation of additional sites to increase the network's geographical footprint.

Development of the Park Street, Bridgend AQMA Air Quality Action Plan (AQAP)

SRS/BCBC are working in accordance with WG's Policy Guidance to produce an Air Quality Action Plan (AQAP). As outlined by the guidance:

4.12 A draft action plan must be produced for review by the Welsh Government within 18 months of the coming-into-force date of the AQMA order, and the action plan must be formally adopted before two years have elapsed. A Local Authority failing to produce a draft action plan for review by the Welsh Government within two years of declaring or extending an AQMA will, in the absence of a compelling explanation, be issued with a direction from the Welsh Ministers under section 85(3) of the 1995 Act.

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

As a result of the unprecedented circumstances associated with the COVID-19 pandemic, there have been and there continue to be, delays in project delivery. Despite the existing consent issued by

Welsh Government to allow for an extension to deliver the FINAL version of the AQAP by 30th September 2021, SRS have notified Welsh Government of the continued difficulties faced by the project team to deliver the AQAP. As a result, permission is requested to further extend the AQAP deadline by an additional 6-month period, thereby amending the deadline submission date to 31st March 2022.

To recap, SRS/BCBC have appointed transport and air quality consultants to undertake detailed transportation and air quality modelling exercises which will examine the impacts of a proposed package of mitigation measures to improve air quality for the Park Street AQMA and surrounding area. The outcomes of these assessments will feature in the FINAL version of the AQAP. This commitment to appoint and finance this modelling work is a credit to BCBC who wish to pursue an AQAP that is robust providing members of the public with a sense of reassurance by demonstrating confidence in any mitigation measures appointed.

As a result of the impact of the COVID-19 pandemic, the appointed consultants have encountered numerous technical issues when aligning the transportation modelling aspect to the analysis which has led to significant delays. As a result, this area of work is still ongoing.

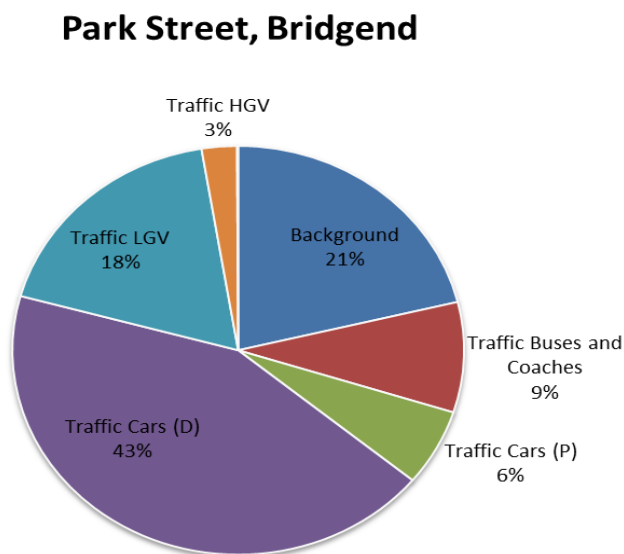
Following completion of the necessary detailed assessments, there are several additional statutory steps that SRS/BCBC must take when working towards the delivery of the FINAL AQAP. Here we must consider Cabinet involvement and internal process timeframes, public consultation periods and administering the FINAL version of the AQAP document. Although SRS is focused on achieving the delivery of the FINAL AQAP and conscious of the document's importance, working through the current pandemic has adversely impacted work capacity, and any available resources that could assist with the delivery of the AQAP has been prioritised in other service areas.

Source apportionment Analysis

Using available 2017 Department for Transport manual count data, and adopting the guidance outlined in Local Air Quality Management (LAQM) Technical Guidance 16, Box 7.5, the percentage proportion of various vehicle classifications contributing towards measured annual average NO₂ concentrations has been quantified.

The analysis confirms that a large percentage proportion of NO₂ levels experienced at sensitive receptor locations along Park Street is attributed to cars (predominantly diesel models), as well as Light Goods Vehicles (LGVs). This analysis is detailed in **Figure 6**.

Figure 6- Park Street, Bridgend NO₂ Source Apportionment Assessment



It can thus be concluded that diesel cars are overwhelmingly the main contributor to NO₂ concentrations; therefore, reducing the number of diesel cars (and queuing) on Park Street should be the focus of the action plan for the Park Street AQMA.

Work Steering Group and Public Engagement

A steering group comprising key players from Bridgend County Council and Public Service Board has been working to develop ideas and ensure an effective AQAP is put in place to consider all aspects of prioritising public health.

In addition to works and discussions held by the AQAP Work Steering Group, several informal 'drop-in' sessions were facilitated by SRS/ BCBC in December 2019 which provided opportunity for the public to find out more about air quality in the area, and suggest ideas for the AQAP.

Proposed Mitigation Measures

By collating the ideas and suggestions made to date, a list of proposed mitigation measures has been put together. Sub-section 1.3 displays Table 2 **Error! Reference source not found.** outlining proposed mitigation measures for the Park Street AQMA.

An indicative cost and benefit score has also been provided for each action in Table 2. The potential actions have been scored for cost benefit and the resulting rank to identify the most deliverable actions. Estimated costs (1 for high cost to 5 for low cost) were multiplied by a sum of the likely benefit from reducing pollution and people's exposure to the pollution (10 for high and 1 for low) to provide a score. The highest score shows the greatest cost benefit according to the opinions of the project team. The measures in table 2 are listed in order of their ranking score (most deliverable at the top).

It is acknowledged that some measures may score highly despite not affecting air pollution, because they instead may help reduce people's exposure to the pollution.

Agreed by the AQAP Working Steering Group and from the feedback received at the December 2019 public engagement sessions, the air quality levels on Park Street are due to the nature of the traffic flows using this highway. Queuing and inconsistent traffic flows would appear to be the principal

cause of the portrayed poor air quality levels. It is of concern, given the level of surrounding development scheduled, that there is a likelihood of increased pressure for the network and consequentially air quality levels along Park Street. Following the indicative Cost Benefit Analysis, a decision was made by the AQAP Work Steering Group to pursue those mitigation options that will manage and improve traffic flows through the Park Street AQMA and in doing so, deliver air quality improvements in the **shortest time possible**, and in line with the ambitions of Welsh Government and BCBC; reduce levels to as low as reasonably practicable.

Next Steps- Detailed Transportation and Air Quality Study

In order to proceed with the development of a successful and meaningful AQAP, BCBC/SRS has made the decision to appoint consultants to undertake detailed transport and air quality assessments to quantify and ensure that correct mitigation measures are implemented. With this viewpoint BCBC/SRS has taken the informed decision to agree and pursue the necessary works to examine the impacts expected of a preferred mitigation option package.

The preferred options include:

1. Deny all access onto St Leonards Road (Measure 18).
2. Implement a 4-phase junction (3 traffic, 1 pedestrian) at the Heol-y-Nant turning (Measure 21); and
3. Optimise the Park Street/ Angel Street/ Tondu Road Junction (Measure 20).

Consultants are undertaking transport and air quality modelling for the above options to illustrate any benefits for air quality levels. As the above measures work in conjunction with one another, any transport and air quality modelling undertaken would assess the options cumulatively as one preferred scenario. Works are now underway to progress with the assessments.

To be clear; any AQAP is an evolving document, therefore those measures contained within this document and produced to date can be added to or revised somewhat. SRS/BCBC encourages anyone to submit their opinions and suggestions to the dedicated email address (AirQuality-SRSWales@valeofglamorgan.gov.uk).

Local Priorities and Challenges

Due to the unprecedented circumstances of the COVID-19 pandemic, there has been an impact on the local air quality monitoring and the development of the action plan for the Park Street AQMA, in terms of its scheduling and delivery. Welsh Government have been made aware of delays to delivering the action plan and making an appropriate decision from data gathered during detailed transport and air quality modelling to support the action plan. In doing so Welsh Government recognise the need to allow for an extension period to facilitate the delivery of the DRAFT action plan. It has been confirmed that an extension for the DRAFT action plan has been accepted by Welsh Government's Minister, therefore the deadline for submission is the March 31st 2022. Despite the difficulties SRS do see the completion of the action plan as a necessity and are committed to producing the DRAFT action plan.

During the COVID-19 pandemic local air quality monitoring has continued in Bridgend, however some non-automated results for a few selected months in 2020 are not available due to 'lockdown' measures introduced in the month of March 2020. Local Authorities including SRS at the time of the 'lockdown' measures being imposed looked for official clarity to ascertain if the monitoring was classified as essential in view of quietened road networks which may lead to a favourable bias, as well as difficulties faced by analytical laboratories utilised by SRS which had to adapt their working practises which added to postage delays.

Air quality data collection has been deemed as an essential service by Welsh Government, whereby monitoring was resumed for May 2020. The results for 2020, have been corrected/ratified to account for the gaps in the annual datasets incurred as a result of the COVID-19 situation. The exclusion of this data will be further discussed, however at this moment in time, results gathered during the COVID-19 pandemic, where it is apparent that road traffic volumes have decreased significantly are perhaps not representative of a true 'business as usual' scenario which could generate a bias/underestimate of levels.

The main priorities for SRS and Bridgend County Borough Council in the coming year are to:

- Review air quality datasets and where necessary take appropriate action. This may include the revision of the Park Street, Bridgend AQMA Order; and
- Deliver a finalised Air Quality Action Plan (AQAP) for the Park Street, Bridgend AQMA. Where possible SRS/BCBC will need to ensure that proposed measures are actioned.

How to get involved

BCBC welcomes any correspondence relating to air quality enquiries or concerns. Shared Regulatory Services (SRS) Enterprise and Specialist Services Team represents BCBC for air quality and therefore is contactable via the webpage www.srs.wales/en/Home.aspx OR via their direct team email AirQuality-SRSWales@valeofglamorgan.gov.uk. Monthly average monitoring data for nitrogen dioxide (NO₂) is available at www.airquality.gov.wales

Table of Contents

| | |
|---|-----------|
| Executive Summary: Air Quality in Our Area | i |
| 1 Actions to Improve Air Quality..... | 1 |
| 1.1 Previous Work in Relation to Air Quality | 1 |
| 1.2 Air Quality Management Areas..... | 10 |
| 1.3 Implementation of Action Plans..... | 10 |
| 2 Air Quality Monitoring Data and Comparison with Air Quality Objectives | 14 |
| 2.1 Summary of monitoring undertaken in 2020..... | 14 |
| 2.1.1 Automatic Monitoring Sites..... | 14 |
| 2.1.2 Non-Automatic Monitoring Sites..... | 18 |
| 2.2 2020 Air Quality Monitoring Results..... | 36 |
| 2.3 Comparison of 2020 Monitoring Results with Previous Years and the Air Quality Objectives..... | 53 |
| 2.3.1 Nitrogen Dioxide (NO ₂) | 53 |
| 2.3.2 Sulphur Dioxide (SO ₂) | 54 |
| 2.4 Summary of Compliance with AQS Objectives as of 2020 | 54 |
| 3 New Local Developments | 55 |
| 3.1.1 Road Traffic Sources (and Other Transport)..... | 55 |
| 3.1.2 Narrow Congested Streets with Residential Properties Close to the Kerb | 55 |
| 3.1.3 Busy Streets Where People May Spend 1-hour or closer to Traffic..... | 55 |
| 3.1.4 Roads with a High Flow of Buses and/or HGVs. | 56 |
| 3.1.5 Junctions | 56 |
| 3.1.6 Roads with Significantly Changed Traffic Flows | 56 |
| 3.1.7 Bus and Coach Stations..... | 56 |
| 3.1.8 Airports | 56 |
| 3.1.9 Stationary Trains..... | 57 |
| 3.1.10 Moving Trains..... | 57 |
| 3.1.11 Ports (Shipping)..... | 57 |
| 3.2 Industrial / Fugitive or Uncontrolled Sources / Commercial Sources | 58 |
| 3.2.1 New or Proposed Installations for which an Air Quality Assessment has been Carried Out | 58 |
| 3.2.2 Existing Installations where Emissions have Increased Substantially, or New Relevant Exposure has been introduced | 58 |
| 3.2.3 New or Significantly Changed Installations with No Previous Air Quality Assessment | 58 |
| 3.2.4 Major Fuel (Petrol) Storage Depots..... | 59 |
| 3.2.5 Petrol Stations | 59 |

| | |
|--|-----------|
| 3.2.6 Poultry Farms..... | 59 |
| 3.3 Commercial and Domestic Sources..... | 59 |
| 3.3.1 Biomass Combustion – Individual Installations | 59 |
| 3.3.2 Biomass Combustion – Combined Impacts | 60 |
| 3.4 Other Sources..... | 60 |
| 3.4.1 Domestic Solid-Fuel Burning..... | 60 |
| 4 Planning Applications..... | 61 |
| 5 Policies and Strategies Affecting Airborne Pollution..... | 67 |
| 5.1 Air Quality Planning Policies..... | 67 |
| 5.2 Local Transport Plans and Strategies | 68 |
| 5.3 Active Travel Plans and Strategies | 69 |
| 5.4 Local Authorities Well-being Objectives | 69 |
| 5.5 Green Infrastructure Plans and Strategies..... | 71 |
| 5.6 Climate Change Strategies | 72 |
| 6 Conclusion and Proposed Actions | 73 |
| 6.1 Conclusions from New Monitoring Data..... | 73 |
| 6.2 Conclusions relating to New Local Developments..... | 73 |
| 6.3 Other Conclusions | 74 |
| 6.4 Proposed Actions..... | 74 |
| References..... | 76 |
| Appendices | 78 |
| Appendix A: Quality Assurance / Quality Control (QA/QC) Data..... | 79 |
| Table 16 - Full Monthly Diffusion Tube Results for 2020 ($\mu\text{g}/\text{m}^3$) | 79 |
| Appendix B: A Summary of Local Air Quality Management | 80 |
| 6.5 Purpose of an Annual Progress Report | 80 |
| 6.6 Air Quality Objectives..... | 80 |
| Appendix C: Air Quality Monitoring Data QA/QC | 82 |
| Diffusion Tube Bias Adjustment Factors | 82 |
| QA/QC of Diffusion Tube Monitoring..... | 83 |
| NO ₂ Fall-off with Distance from the Road | 84 |
| NO ₂ Fall-off with Distance from the Road | 84 |
| Appendix D: AQMA Boundary Maps | 86 |
| Appendix E: Impact of COVID-19 upon LAQM | 87 |
| 6.7 Impacts of COVID-19 on Air Quality within Bridgend | 87 |
| 6.8 Opportunities Presented by COVID-19 upon LAQM within Bridgend | 87 |

| | |
|---|-----------|
| 6.9 Challenges and Constraints Imposed by COVID-19 upon LAQM within Bridgend..... | 88 |
| Glossary of Terms..... | 90 |

List of Tables

| | |
|--|----|
| Table 1 - 2017 Annual Mean NO ₂ Concentrations..... | iv |
| Table 2 - Proposed AQAP Measures for Park Street, Bridgend AQMA | 1 |
| Table 3 - Cost Benefit Analysis for Measure Proposed for Park Street, Bridgend AQMA | 9 |
| Table 4 - Details of Automatic Monitoring Sites | 16 |
| Table 5 - Details of Non-Automatic Monitoring Sites in Bridgend | 21 |
| Table 6 - Annual Mean NO ₂ Monitoring Concentrations A473 Cowbridge Road..... | 36 |
| Table 7 - Annual Mean NO ₂ Concentrations Ewenny Cross Roundabout | 37 |
| Table 8 - Annual Mean NO ₂ Concentrations Bridgend City Centre | 38 |
| Table 9 - Annual Mean NO ₂ Concentrations Park Street / Tondu Road Roundabout..... | 39 |
| Table 10 - Annual Mean NO ₂ Concentrations Coity Road | 40 |
| Table 11 - Annual Mean NO ₂ Concentrations Maesteg..... | 41 |
| Table 12 - Annual Mean NO ₂ Concentrations Porthcawl | 41 |
| Table 13 - Annual Mean NO ₂ Concentrations Pencoed / Wern Fawr..... | 42 |
| Table 14 - Annual Mean NO ₂ Concentrations Tremains Road / Coychurch Road Brackla | 43 |
| Table 15 - Annual SO ₂ Exceedances from Rockwool Automatic Monitoring Station | 52 |
| Table 16 - Full Monthly Diffusion Tube Results for 2020 (µg/m ³) | 79 |
| Table 17 - Air Quality Objectives Included in Regulations for the Purpose of LAQM in Wales..... | 81 |
| Table 18 - Bias Adjustment Factor | 84 |
| Table 19 - Annualisation Table (concentrations presented in µg/m ³)..... | 85 |
| Table 20 - Impact Matrix..... | 89 |

List of Figures

| | |
|--|------|
| Figure 1 – 2017 Park Street NO ₂ Monitoring Locations..... | v |
| Figure 2 – Map of Park Street AQMA..... | vi |
| Figure 3 - Park Street AQMA NO ₂ Monitoring Locations Since 2019 | vii |
| Figure 4 - Park Street AQMA Annual Mean NO ₂ Monitoring Results 2017 - 2020..... | viii |
| Figure 5 - The Well-being of Future Generations (Wales) Act 2015 Matrix | xi |
| Figure 6 - Park Street, Bridgend NO ₂ Source Apportionment Assessment..... | xiv |
| Figure 7 - Map of Rockwool Automatic Monitoring Station (Vestry of Soar Chapel, Rhiwceilog) | 17 |
| Figure 8 - Map of NO ₂ Monitoring Locations in Park Street AQMA / Tondu Road / Bridgend Town Centre and Coity Road | 27 |
| Figure 9 - Map of NO ₂ Monitoring Locations Ewenny Cross Roundabout / Cowbridge Road | 28 |
| Figure 10 - Map of NO ₂ Monitoring Locations Cowbridge Road / Tremains Road..... | 29 |
| Figure 11 - Map of NO ₂ Monitoring Location Coychurch Road, Brackla | 30 |
| Figure 12 - Map of NO ₂ Monitoring Locations Commercial Street, Maesteg..... | 31 |
| Figure 13 - Map of NO ₂ Monitoring Location Mill Street, Maesteg | 32 |
| Figure 14 - Map of NO ₂ Monitoring location New Road, Porthcawl | 33 |
| Figure 15 - Map of NO ₂ Monitoring Locations Hendre Road, Pencoed..... | 34 |
| Figure 16 - Map of NO ₂ Monitoring Locations Wern Fawr | 35 |
| Figure 17 - Trends in Annual Mean NO ₂ Concentrations Park Street AQMA | 44 |
| Figure 18 - Trends in Annual NO ₂ Concentrations Tondu Road Roundabout | 45 |
| Figure 19 - Trends in Annual NO ₂ Concentrations A473 Cowbridge Road | 46 |
| Figure 20 - Trends in Annual NO ₂ Concentrations Ewenny Cross Roundabout | 47 |
| Figure 21 - Trend in Annual Mean NO ₂ Concentrations at Bridgend City Centre/ Coity Road / Tremains Road / Coychurch Road..... | 48 |
| Figure 22 - Trends in Annual NO ₂ Concentrations Pencoed / Wern Fawr..... | 49 |
| Figure 23 - Trend in Annual NO ₂ Concentrations Maesteg | 50 |
| Figure 24 - Trends in Annual NO ₂ Concentrations Porthcawl..... | 51 |
| Figure 25- Bridgend PSB Four Well-being Objectives | 70 |
| Figure 26 - National Diffusion Tube Bias Adjustment Factor Spreadsheet | 82 |
| Figure 27 - Boundary Map of Windsor Road, Penarth AQMA..... | 86 |

1 Actions to Improve Air Quality

1.1 Previous Work in Relation to Air Quality

First Round of Review and Assessment

Between 1999 and 2001, Bridgend County Borough Council published reports corresponding to stages 1, 2 and 3 of the first round of review and assessment of air quality. Seven key pollutants were examined (carbon monoxide, benzene, 1,3-butadiene, lead, nitrogen dioxide, fine particles (PM₁₀) and sulphur dioxide). These assessments predicted no exceedances of any of the objectives. It concluded that to fulfil the requirements of the Environment Act 1995, air quality should be reviewed and assessed again in 2003.

Second Round of Review and Assessment

Following new technical and policy guidance issued by Defra, Bridgend County Borough Council published its first Updating and Screening Assessment (USA) in June 2003. Of the seven pollutants subjected to the updating and screening assessment process, it was concluded that the likelihood of the air quality objectives for carbon monoxide, benzene, 1,3-butadiene, lead, and sulphur dioxide being exceeded was negligible and that it was not necessary to carry out a detailed assessment of any of these pollutants. However, the updating and screening assessment for nitrogen dioxide and PM₁₀ revealed gaps in the data gathered and concluded that there was evidence to suggest non-compliance with the air quality objectives for PM₁₀ and NO₂ at three locations resulting from road traffic emissions. It was suggested that there was a requirement to continue to a Detailed Assessment for the following locations:

- A48 Ewenny Cross, Bridgend
- The western end of Cowbridge Road, Bridgend
- The western end of the Bridgend Cross Valley Link Road.

In addition, it was also recommended to carry out a co-location exercise to determine the bias correction for the passive nitrogen dioxide detector tubes provided and analysed by Severn Trent Laboratories.

In July 2005, Bridgend County Borough Council's Local Air Quality Management Progress Report recommended that:

- All currently held data should be, as far as possible, ratified.
- Data shall continue to be gathered from the three sites identified in the June 2003 USA to enable conclusions to be drawn on the current and future air quality at these locations. The results will be presented in a Detailed Assessment of Air Quality at these locations by 31st December 2005.
- The mobile PM₁₀ and NO_x monitoring station should be added to the Welsh Air Quality Forum Network of sites and receive appropriate Quality Assurance and Quality Control (QA/QC) to validate any data gathered.

In March 2006 a Detailed Assessment for Nitrogen Dioxide and Particles (PM₁₀) was produced in March 2006 and concluded that the current air quality objectives for nitrogen dioxide and particles PM₁₀ are being met and that the 2010 Air Quality Daughter Directive limit value for nitrogen dioxide will also be achieved at the three road junctions assessed. However, it also recommended that monitoring data from the three road junction sites identified in the June 2003 USA should continue to be gathered to enable assessment of future air quality at these locations.

Third Round of Review and Assessment

Bridgend County Council published its second USA in May 2006. The assessment concluded that there was no requirement to proceed to a detailed assessment for any pollutant in Bridgend County Borough.

The Council published Progress Reports in 2007 and 2008. Both reports coincided with one another, issuing similar conclusions and recommendations. They indicated that no air quality objectives prescribed in the Air Quality (Wales) Regulations 2000 and the Air Quality (Amendment) (Wales) Regulations 2002 will be breached at any relevant locations.

In terms of monitoring locations, the reports highlighted the following:

- Data on NO₂ concentrations will continue to be gathered at relevant locations adjacent to A48 Ewenny Cross, the western end of Cowbridge Road and at Tondur Road on the western end of the Bridgend Cross Valley Link Road.
- Monitoring of PM₁₀ and NO₂ will continue at Kenfig Hill adjacent to the opencast coal site operated by Celtic Energy Ltd.
- Monitoring of NO₂ and sulphur dioxide (SO₂) will take place at relevant locations adjacent to Rockwool Ltd, Wern Fawr, Pencoed when the new factory extension becomes operational.

Fourth Round of Review and Assessment

The Bridgend County Borough Council published its third USA in June 2009. There was no evidence of any significant breaches of the air quality objectives prescribed in the Air Quality (Wales) Regulations 2000 and the Air Quality (Amendment) (Wales) Regulations 2002, at any relevant locations. The report did however draw attention upon an ongoing trend for NO₂ concentrations at Ewenny Cross, Bridgend, and Tondur Road, Bridgend, at the façade of the nearest houses, to be at or close to the air quality objective for NO₂ for 2007. It was decided that monitoring would continue at the two highlighted sites as part of an ongoing Detailed Assessment to be produced later that year.

The 2010 Progress Report stated the following:

The conclusions for the new monitoring data in relation to Ewenny Cross and Tondur Rd show that Ewenny Cross has exceeded the annual mean National Air Quality Objective for nitrogen dioxide (NO₂) and this will be reported in depth in the Detailed Assessment to be produced later this year.

The results for nitrogen dioxide at Tondur Rd show that the annual mean National Air Quality Objective for nitrogen dioxide (NO₂) has not been exceeded. However, in view of the results which are very close to the objective, monitoring will continue at this location for at least another year.

There are no new local developments likely to give rise to a significant impact on air quality within the County Borough.

There are no other issues that give rise to concern in terms of impact on air quality within the County Borough.

The Detailed Assessment for Ewenny Cross is near completion and will be produced in May 2010. A further progress report will be produced early in 2011.

The 2010 Detailed Assessment for Ewenny Cross was subsequently submitted and stated:

This Detailed Assessment of Air Quality has shown that the current air quality objectives for nitrogen dioxide (NO₂) are not being met at the south western sector of Ewenny Cross, Bridgend but are being met at the Bridgend Cross Valley Link, Tondur Road, Bridgend.

In view of the above, the following recommendations have been made:

-Monitoring should continue at its present level at the Bridgend Cross Valley Link, Tondur Road and at Ewenny Cross, Bridgend.

-A continuous monitor, together with a meteorological station, should be installed at or as near to the south western sector of Ewenny roundabout as is practical.

Following discussions with Welsh Assembly Government and University of the West of England (UWE) it was decided that the Detailed Assessment should remain ongoing and that any decision to declare an AQMA for Ewenny Cross should be delayed until continuous monitoring data for 2010 has been collated and analysed.

The 2011 Progress report stated the following:

Following the Detailed Assessment submitted in June 2010 and the response from WAG, the Authority decided, in consultation with WAG and UWE to defer a decision to declare an AQMA for Ewenny Cross until a full calendar year of continuous monitoring data had been collated and analysed.

Due to equipment failure and contractual issues, continuous monitoring at Ewenny Cross has been significantly delayed. Continuous sampling commenced in March 2011 as did a diffusion tube co-location study.

The conclusions from annualised monitoring data obtained since the last report show that one sampling point at Ewenny Cross has exceeded the annual mean National Air Quality Objective for nitrogen dioxide (NO₂). The other nine around the Cross remain within the annual mean National Air Quality Objective.

The results for nitrogen dioxide diffusion tube monitoring at Tondu Rd show that the National Air Quality Objective's annual mean for nitrogen dioxide (NO₂) has not been exceeded. However, results are very close to the objective and monitoring will continue at this location for another year.

No continuous PM₁₀ data could be retrieved for South Cornelly or Kenfig Hill due to equipment failure.

The nitrogen dioxide diffusion tube sampling locations in Maesteg town centre which were set up in July 2010 following local concerns have shown to date, an exceedance at one sampling point. As

a result, more monitoring location points have been put in place and will be reported upon in the next USA report.

Fifth Round of Review and Assessment

Bridgend County Council published its fourth USA May 2012. In addition, a Detailed Assessment was submitted for Ewenny Cross. The reports identified:

- There were no indications of any significant breaches of the air quality objectives prescribed in the Air Quality (Wales) Regulations 2000 and the Air Quality (Amendment) (Wales) Regulations 2002.

-There was an exceedance of the objective for Nitrogen Dioxide at one location in Maesteg. However, this was marginal and the other sample points in the immediate vicinity were below the National Objectives for Nitrogen Dioxide. Monitoring continued at this site and extra sample sites, in addition to those already in place were set up where practicable. The data so far for this location, in view of the above, does not suggest that a Detailed Assessment is necessary at this time, although this will be subject to review as more data is collected and analysed.

-The positioning of an Automated Continuous NOx Analyser and co-location study at Ewenny Cross has provided robust information as to the air quality situation and indicates that Nitrogen Dioxide levels do not exceed the National Air Quality Objectives. This Automated Continuous NOx Analyser will be retained at this site to gather more data over the coming year.

-The Detailed Assessment 2012 completed in tandem with this Report concluded that it is not necessary at this point in time to proceed with declaring an Air Quality Management Area at Ewenny Cross. The situation will continue to be monitored by way of the co-location study utilising the Automated Continuous NOx Analyser and the numerous Nitrogen Dioxide Diffusion Tube sites situated at Ewenny Cross.

The 2013 Progress report provided the following findings and recommendations:

- The Report has not identified a need to proceed to a Detailed Assessment for any pollutant.
- The Report has identified a need to continue monitoring for Nitrogen Dioxide in Maesteg Town Centre.
- Monitoring of Nitrogen Dioxide and PM₁₀ will continue at the same sites as at the end of 2012.

The Automated Continuous NO_x Analyser and co-location study will continue at Ewenny Cross Roundabout for this year to acquire more robust data. In the light of the acquired data, the positioning and possible relocation of the Automatic Monitoring Station will be decided at the end of 2013.

Bridgend County Borough Council will submit a Progress Report in May 2014.

The 2014 Progress report stated the following:

- the exception of Ewenny Cross Roundabout as highlighted above; the Progress Report has not identified a need to consider proceeding to a Detailed Assessment for any other pollutant.
- Monitoring of Nitrogen Dioxide and PM₁₀ will continue at the same sites as at the end of 2013.
- Bridgend County Borough Council will submit a progress report in May 2015.

Sixth Round of Review and Assessment

Bridgend County Council published its fourth USA September 2015. The assessment identified no need to proceed to a Detailed Assessment for any pollutant.

2016 Annual Progress Report highlighted no concerns, and no objectives were exceeded.

2017 Annual Progress Report

BCBC's 2017 Annual Progress Report highlighted that air quality within Bridgend County Borough continued to meet the relevant air quality objectives as prescribed in the Air Quality (Wales) Regulations 2000 and the Air Quality (Amendment) (Wales) Regulations 2002.

Reporting described the amendments to the non-automatic NO₂ network with 10 new locations commissioned for 2017.

Quality and technical issues were outlined regarding the automatic monitoring at Ewenny Cross Roundabout, for both NO₂ and PM₁₀. The inability to conform to the frequency of calibration checks and technical issues faced with the PM₁₀ Met One E Sampler were noted. Data capture was also an issue at the Rockwool Ltd site for SO₂ monitoring, recorded at 47.1%.

2018 Annual Progress Report

BCBC's 2018 Annual Progress Report highlighted elevated and exceeding annual average levels of nitrogen dioxide (NO₂) and outlined the requirement to proceed to implement and formalise an Air Quality Management Area (AQMA) Order for Park Street, Bridgend. On January 1st, 2019 an official AQMA Order was raised for Park Street, Bridgend, designated on the basis of exceeding annual average NO₂ air quality objectives/ limit values.

2019 Annual Progress Report

BCBC's 2019 Annual Progress Report highlighted general compliance for monitoring undertaken in 2018, however it did note the elevated and exceeding annual average levels of nitrogen dioxide (NO₂), especially within and close to the established Park Street AQMA boundary. The report outlined the works initiated to develop an effective Air Quality Action Plan (AQAP) to support the AQMA. In doing so the report highlighted the commitment of a designated work steering group to develop appropriate mitigation measures that would not only benefit the Park Street AQMA "hot spot" but would also generate wider air quality benefits to improve and protect the amenity of public health. The report specified commitments to gather public engagement on the AQAP's development via public drop-in sessions through the course of December 2019. It outlined how suggested mitigation measures would be assessed and indicated that detailed transportation and air quality modelling would be required to quantify the impacts derived by any preferred options. The report also noted the need for enhanced monitoring capabilities in the form of automated monitoring within the Park Street AQMA to improve understanding and provide a platform for public to access data.

2020 Annual Progress Report

BCBC'S 2020 Annual Progress Report showed continued elevated and exceeding levels of NO₂ at sensitive receptor locations situated on Park Street within the established AQMA Order boundary. Development of Air Quality Action Plan (AQAP) continued, and full approval was given to locate an automatic monitoring station within the Park Street, Bridgend AQMA. Despite the areas of concern within the Park Street AQMA, compliance with the air quality objectives was achieved at all other monitoring locations.

1.2 Air Quality Management Areas

Air Quality Management Areas (AQMA)s are declared when air quality is close to or above an acceptable level of pollution (known as the air quality objective (Please see Appendix A)). After declaring an AQMA the authority must prepare a DRAFT Air Quality Action Plan (AQAP) within 18 months setting out measures it intends to put in place to improve air quality to at least the air quality objectives, if not even better. The AQAP must be formally adopted prior to 24 months having elapsed. AQMA(s) are seen by local authorities as the focal points to channel resources into the most pressing areas of pollution as a priority.

Based on monitoring results and further detailed analysis, there is currently one Air Quality Management Area (AQMA) declared in Bridgend County Borough (Park Street, Bridgend), declared due to exceedances of the annual mean NO₂ Air Quality Objective (40ug/m³), known to be derived from road transport generated NO₂.

The Park Street, Bridgend AQMA Order was officially implemented on the 1st January 2019. The area comprising the Bridgend County Borough Council Air Quality Management Area Order No. 1, Park Street is that contained within figure 2.

The designated area borders the green space area prior to the rear entrance of properties located on Sunnyside Road. The designated area incorporates all north facing properties, including their open space areas between 39 Park Street and 105 Park Street. The boundaries' northern side borders the open space areas that front the south facing properties encapsulating the public access pathway.

1.3 Implementation of Action Plans

As highlighted, due to the unprecedented circumstances of Covid-19, this has had an impact on the local air quality monitoring and the development of the action plan for the Park Street AQMA, in terms of its scheduling and delivery. Welsh Government have been made aware of delays to delivering the action plan and making an appropriate decision to undertake any detailed transport LAQM Annual Progress Report 2021

and air quality modelling to support the action plan. In doing so Welsh Government recognise the need to allow for an extension period to facilitate the delivery of the DRAFT action plan. It has been confirmed that an extension for the DRAFT action plan has been accepted by Welsh Government's Minister, therefore the deadline for submission is the March 31st, 2022. Despite the difficulties, SRS do see the completion of the action plan as a necessity and are committed to producing the DRAFT action plan.

Table 2 - Proposed AQAP Measures for Park Street, Bridgend AQMA

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|--|--------------------|-----------------------------------|---|---|--|--|-----------|
| 1 | Public health information campaign (highlight most vulnerable groups and people with certain health concerns; asthmatics, Chronic Obstructive Pulmonary Disease etc.). Increase public education messages which promote healthier choices for short journeys (<2 miles). | Public Information | Via the internet/ leaflets/ other | Cwm Taf Morgannwg University Health Board/ Public Health Wales/ BCBC/ SRS/ Charity organisations; Global Action Plan; Living Streets/ TfW | <p>The number of hits on website.</p> <p>Number of initiatives delivered. Delivery of a public education campaign.</p> <p>Cross reference obtained air quality results to the applicable air quality objectives. Improvements to those figures outlined in Bridgend LTP 2015 using data acquired by 2011 Census. The 2011 census total, 59,235 of Bridgend residents travelled to work with 82.5% travelling by car, or 83% including taxis. About 75% of car users were classified as the driver which meant that they travelled alone; 5.5% used public transport; 9% walked or cycled with cycling contributing less than 1% (0.8%); other transport modes including motorcycle constituted 1.1%</p> | No reduction in concentration in Nitrogen Dioxide, however there would be an exposure reduction for residents. | Improved capacity on road network/ reduced congestion/ improved journey times. Improved public awareness. Related health improvements. | Unknown |
| 2 | Support the creation of a local "Air Quality Action Group". | Public Information | Via the internet/ leaflets/ other | BCBC/ SRS/ Local Communities Forum/ local Cllrs | Number of associated members. | Negligible | Improved awareness of the issues locally | Unknown |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|--|---|-------------------|---|--|--|---|-----------|
| 3 | Increase the monitoring capabilities of the Council with investment in more air quality monitoring techniques. Creation of an online platform linked to the Air Quality Index. | Public Information | Via the internet | BCBC/ SRS; possibility to link with Public Health Wales and an appointed approach in Cardiff. | Cross reference obtained air quality results to the applicable air quality objectives. | N/A | Improved Public awareness. Improved understanding for air quality trends with the production of diurnal datasets. Increased understanding for other associated pollutants; PM10/ PM2.5. | Ongoing |
| 4 | Electronic "pollutant signage" within AQMA and local area; Signage encourages drivers to switch off their engines in standing traffic queues, linked to signalling. Example; "Do you need to drive today?" | Public Information/ Traffic Management | Other | BCBC/ SRS | Cross reference obtained air quality results to the applicable air quality objectives. | Unknown | Improved Public awareness/ Increase in the use of sustainable alternatives. | Unknown. |
| 5 | Signs and banners for engine idling; Signage at key intersections, near junctions and on public transport / taxis encouraging people to switch off | Public Information/ Traffic Management | Other | BCBC/ SRS | Cross reference obtained air quality results to the applicable air quality objectives. | Unknown | Improved Public awareness. | Unknown. |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|---|---|--|-----------------------------------|--|--|--|-----------|
| 6 | Develop Supplementary Planning Guidance (SPG) to provide a specific guidance for air quality in accordance with new developments. | Policy Guidance and Development Control | Air Quality Planning and Policy Guidance | BCBC/ SRS | Production of an SPG. | N/A. | Improved Street Scene. Improvements for other environmental factors such as noise and odour. Optimise the planning process. Reduced congestion. | Ongoing |
| 7 | Planning guidance for the provision of Electric Vehicle Charging Points. To note; EV points are now compulsory in England | Policy Guidance and Development Control | Other | BCBC | Number of properties where a power spur for an electric vehicle charge point is installed. Number of planning applications approved with a vehicle charge point as an advisory or required condition. | Unknown | % reduction in NOx emissions compared to a diesel/ petrol. Reduction in PM10 and PM2.5, although some studies do suggest increases associated with EV, therefore enhanced monitoring capabilities particularly for PM is crucial. | Unknown |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|---|--|---|--|--|--|--|-----------|
| 8 | Revise BCBC's Walking and Cycling Strategy; Revise the existing 2009 document | Policy Guidance and Development Control/ Promoting Travel Alternatives | Promotion of cycling | BCBC/ SRS | Production of a revised document. | N/A | Related Health improvements. % reduction in NOx emissions compared to a diesel/ petrol. Reduction in PM10 and PM2.5. | Unknown |
| 9 | Endorse SP19; Biodiversity and Development. Further influence the use of green infrastructure for new developments. | Policy Guidance and Development Control | Other | BCBC/ SRS | Number of trees planted. | Unknown. Provision of a barrier to protect residents and visitors. | Improved street scene. Absorption of Greenhouse gas emissions. | Ongoing |
| 10 | Implement 'smoke control zone' for Bridgend. Wood burners installations would need authorisation to operate and receive permissions in accordance with the Clean Air Act. | Policy Guidance and Development Control | Other policy | BCBC/ SRS | Number of nuisance complaints generated. | Unknown | % reduction in NOx emissions. Reduction in PM10 and PM2.5. | Unknown |
| 11 | School Active Travel Plans | Promoting Travel Alternatives | Incentivise active travel campaign & infrastructure | BCBC/ SRS/ Living Streets "WOW" Scheme/ Sustrans/ WG Young Dragons Educational Package/ Global Action Plan | Number of participating schools. | N/A | Related Health improvements. Improved public awareness. Reduced Congestion. | Ongoing |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|---|-------------------------------------|-------------------------------------|---|---|--|--|-----------|
| | | | | | | | | |
| 12 | Encourage/ Facilitate homeworking. BCBC/ SRS is one of the largest employers in Bridgend and therefore could look to adopt more flexible/ agile working patterns | Promoting Travel Alternatives | Encourage / Facilitate homeworking. | BCBC/ SRS | Produce Healthy Travel Charter. Number of individuals enrolled on programme. | Unknown | Quality of life improvements. Saved costs on office space. Eliminate time lost travelling to office meaning shorter working days. Reduced congestion during peak times. | |
| 13 | Work with local businesses to develop active travel to work programmes. Cardiff Staff Travel Charter currently being rolled out but only for public sector establishments. | Promoting Travel Alternatives | Other | BCBC/ Cwm Taf Morgannwg University Health Board/ Public Health Wales. | Produce Healthy Travel Charter. Number of individuals enrolled on programme. | Unknown | Quality of life improvements. Saved costs on office space. Eliminate time lost travelling to office meaning shorter working days. Reduced congestion during peak times. | |
| 14 | Park and Ride facilities to be implemented at strategic sites (Broadlands)/ Shuttle bus service linking | Alternatives to private vehicle use | Bus Park and Ride scheme | BCBC/ Bus operators/ TfW | Bus patronage figures. | Unknown | Reduced congestion during peak times. Bus services profit. | |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|--|--------------------|-------------------------|--------------------------------|---|--|---|-----------|
| | Bridgend train station to strategic points (Broadlands/ Hospital/ Coity/ McArthur Glen). There is also the potential to look at shared shuttle service for persons accessing proposed Health Centres. | | | | | | | |
| 15 | <p>Anti-idling implemented as TROs specific to sensitive areas such as outside schools, hospitals, care homes, as well as Park Street AQMA.</p> <p>Under Road Traffic (Vehicle Emissions) (Fixed Penalty) Regulations 2003, regulation 6 (3) BCBC has the power to implement “no vehicle idling” areas. BCBC will need to assess the feasibility and likely benefits.</p> <p>Run this as a pilot study.</p> | Traffic Management | Anti-idling enforcement | BCBC | Cross reference obtained air quality results on Park Street to the applicable air quality objectives. | Anti-idling implemented as a TRO specific to Park Street AQMA. | <p>Related Health improvements.</p> <p>Improved public awareness.</p> | |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|---|--------------------|-------------------------------|---|---|--|--|-----------|
| 16 | Introduce a pilot scheme “20mph speed limit” to Park Street. | Traffic Management | Reduction of speed limits | BCBC | Evaluation of annual air quality datasets for NO₂ . Reduction in vehicle speeds via traffic flow analysis Any marked improvement in collision/ incident rates. Cross reference obtained air quality results on Park Street to the applicable air quality objectives. | Unknown | Improved road safety. | |
| 17 | Ghost right hand turn onto Heol-Y-Nant. | Traffic Management | Strategic highway improvement | BCBC | Reduction in capacity captured via traffic flow analysis. | Unknown | Reduced congestion. | |
| 18 | Deny all access onto St Leonard’s Road for all traffic movements. | Traffic Management | Strategic highway improvement | BCBC | Cross reference obtained air quality results on Park Street to the applicable air quality objectives. | Unknown | Reduced congestion. Improved Road Safety. | |
| 19 | Deny a through route movement from Angel Street onto Park Street. | Traffic Management | Strategic highway improvement | BCBC | Reduced capacity on Park Street captured via traffic flow analysis. | Unknown | Reduced Congestion on Park Street. | |
| 20 | Optimise the traffic signals at the Tondur Rd/ Park Street/ Angel | Traffic Management | Strategic highway improvement | BCBC/SRS/ Externally Appointed Consultant | Reduced capacity on Park Street captured via traffic flow analysis. | Unknown | Improved road junction efficiency. | |

| No. | Measure | EU Category | EU Classification | Responsibility/ Lead Authority | Key Performance Indicator | Target Annual Emission Reduction in the AQMA | Associated Improvements | Timescale |
|-----|--|---------------------------------------|-------------------------------|---|--|--|---|-----------|
| | Street Junction- Adopt a MOVA system. Utilise external consultancy expertise to undertake a feasibility study. | | | | Cross reference obtained air quality results on Park Street to the applicable air quality objectives. | | Reduced Congestion | |
| 21 | Implement a 4-phase junction (3 traffic, 1 pedestrian) at the Heol-y-Nant turning | Traffic Management | Strategic highway improvement | BCBC/SRS/ Externally Appointed Consultant | Reduced capacity on Park Street captured via traffic flow analysis. Cross reference obtained air quality results on Park Street to the applicable air quality objectives. | Unknown | Improved road junction efficiency. Reduced Congestion | |
| 22 | Bus Programme- Strategic Bus Network. Buses not to use St Leonard's Road due to the experienced access constraints onto and off Park Street. | Transport Planning and Infrastructure | Bus Route Improvements | BCBC/ Bus Operators | Customer satisfaction questionnaires from the bus operators. | Unknown | Improved Road safety at the Park Street/ St Leonard's Junction. Reduced congestion on Park Street. | |

Table 3 - Cost Benefit Analysis for Measure Proposed for Park Street, Bridgend AQMA

| Measure No. | Cost benefit (cost x [pollution reduction + exposure reduction] = score) | | | | | |
|-------------|--|---|---|--|------------------------|---|
| | Measure | Cost 1 = >£1m 2 = £250k-1m 3 = £50k - 250k 4 = £10k - £50k 5 = <£10k | Air pollution reduction 10 = greatest air quality gain 1 = least air quality gain | Exposure reduction 10 = greatest exposure reduction 1 = least exposure reduction | Score = cost x benefit | Rank 1 = most cost benefit effective |
| 20 | Optimise the traffic signals at the Tondu Rd/ Park Street/ Angel Street Junction. | 4 | 6 | 2 | 32 | 1 |
| 1 | Public health information campaign. | 5 | 2 | 4 | 30 | 2 |
| 15 | Anti-idling implemented as TROs specific to sensitive areas such as outside schools, hospitals, care homes, as well as Park Street AQMA. | 5 | 4 | 2 | 30 | 2 |
| 18 | Deny all access onto St Leonard's Road for all traffic movements. | 4 | 5 | 2 | 28 | 3 |
| 6 | Develop Supplementary Planning Guidance (SPG). | 5 | 3 | 2 | 25 | 4 |

| Measure No. | Cost benefit (cost x [pollution reduction + exposure reduction] = score) | | | | | |
|-------------|---|---|---|--|------------------------|---|
| | Measure | Cost 1 = >£1m 2 = £250k-1m 3 = £50k - 250k 4 = £10k - £50k 5 = <£10k | Air pollution reduction 10 = greatest air quality gain 1 = least air quality gain | Exposure reduction 10 = greatest exposure reduction 1 = least exposure reduction | Score = cost x benefit | Rank 1 = most cost benefit effective |
| 16 | Introduce a pilot scheme "20mph speed limit" to Park Street. | 5 | 3 | 2 | 25 | 4 |
| 21 | Implement a 4 phase junction (3 traffic, 1 pedestrian) at the Heol-y-Nant turning | 3 | 6 | 2 | 24 | 5 |
| 7 | Planning guidance for the provision of Electric Vehicle Charging Points. | 5 | 3 | 1 | 20 | 6 |
| 2 | Support the creation of a local "Air Quality Action Group". | 5 | 2 | 1 | 15 | 7 |

| Measure No. | Cost benefit (cost x [pollution reduction + exposure reduction] = score) | | | | | |
|-------------|--|---|---|--|------------------------|---|
| | Measure | Cost 1 = >£1m 2 = £250k-1m 3 = £50k - 250k 4 = £10k - £50k 5 = <£10k | Air pollution reduction 10 = greatest air quality gain 1 = least air quality gain | Exposure reduction 10 = greatest exposure reduction 1 = least exposure reduction | Score = cost x benefit | Rank 1 = most cost benefit effective |
| 10 | Implement 'smoke control zone' for Bridgend. | 5 | 2 | 1 | 15 | 7 |
| 12 | Encourage/ Facilitate homeworking. | 5 | 2 | 1 | 15 | 7 |
| 17 | Ghost right hand turn onto Heol-Y-Nant. | 5 | 2 | 1 | 15 | 7 |
| 14 | Park and Ride facilities to be implemented at strategic sites. | 2 | 4 | 3 | 14 | 8 |
| 4 | Electronic "pollutant signage" within AQMA and local area. | 3 | 2 | 2 | 12 | 9 |

| Measure No. | Cost benefit (cost x [pollution reduction + exposure reduction] = score) | | | | | |
|-------------|--|---|---|--|------------------------|---|
| | Measure | Cost 1 = >£1m 2 = £250k-1m 3 = £50k - 250k 4 = £10k - £50k 5 = <£10k | Air pollution reduction 10 = greatest air quality gain 1 = least air quality gain | Exposure reduction 10 = greatest exposure reduction 1 = least exposure reduction | Score = cost x benefit | Rank 1 = most cost benefit effective |
| 5 | Signs and banners for engine idling | 3 | 2 | 2 | 12 | 9 |
| 11 | School Active Travel Plans | 4 | 2 | 1 | 12 | 9 |
| 22 | Bus Programme- Strategic Bus Network. | 3 | 2 | 2 | 12 | 9 |
| 3 | Increase the monitoring capabilities of the Council. | 4 | 1 | 2 | 12 | 9 |
| 19 | Deny a through route movement from Angel Street onto Park Street. | 4 | 2 | 1 | 12 | 9 |

| Measure No. | Cost benefit (cost x [pollution reduction + exposure reduction] = score) | | | | | |
|-------------|---|---|---|--|------------------------|---|
| | Measure | Cost 1 = >£1m 2 = £250k-1m 3 = £50k - 250k 4 = £10k - £50k 5 = <£10k | Air pollution reduction 10 = greatest air quality gain 1 = least air quality gain | Exposure reduction 10 = greatest exposure reduction 1 = least exposure reduction | Score = cost x benefit | Rank 1 = most cost benefit effective |
| 8 | Revise BCBC's Walking and Cycling Strategy. | 5 | 1 | 1 | 10 | 10 |
| 9 | Endorse SP19; Biodiversity and Development. Further influence the use of green infrastructure for new developments. | 5 | 1 | 1 | 10 | 10 |
| 13 | Work with local businesses to develop active travel to work programmes. | 5 | 1 | 1 | 10 | 10 |

2 Air Quality Monitoring Data and Comparison with Air Quality Objectives

2.1 Summary of Monitoring Undertaken in 2020

2.1.1 Automatic Monitoring Sites

Sine 2017 an automatic monitoring location site has been in place at Soar Chapel, Rhiwceilog.

The Rhiwceilog monitoring site is managed and maintained by Rockwool Ltd. Within the monitoring unit is an API AMX monitor capable of giving continuous fifteen-minute averages of Sulphur Dioxide (SO₂) concentrations. Rockwool Environmental Officers have operated the continuous ambient SO₂ monitor since 2008/9. The equipment is calibrated by an Environment Officer at Rockwool on a fortnightly basis and serviced and maintained by Enviro Technology on a six-monthly basis. Data obtained is checked for validation and ratified by Rockwool's Environment Officer. In addition to this, the Rockwool environmental team manage 10 SO₂ diffusion tubes placed at 10 locations in the vicinity of the Rockwool Ltd site.

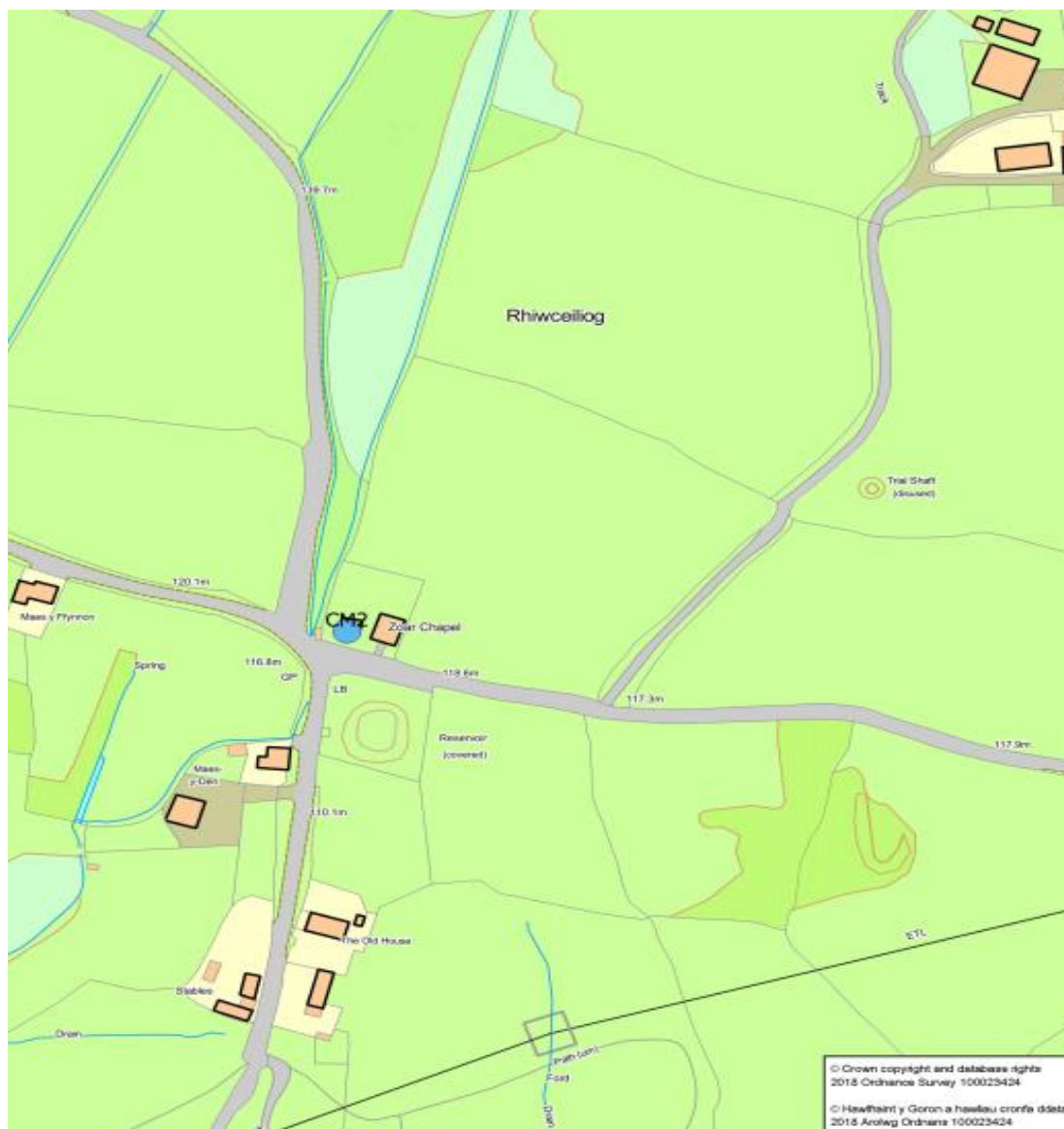
The location of the SO₂ automated monitor is shown in Figure 7 and details of the site are contained in Table 4. Due to continued compliance with the SO₂ air quality objectives appointed officers from Rockwool Ltd, BCBC and Natural Resources Wales (NRW) decided upon a new preferred location for the SO₂ automated monitoring station. On the 3rd October 2017 the monitoring was assigned to its new location in the vestry of Soar Chapel, Rhiwceilog. Rockwool Ltd continues to operate the SO₂ diffusion tube locations, which satisfies the improvement programme requirement IP5V.

In December 2020, a new Automatic Monitoring Site was installed and commissioned at Quakers site, situated in the Park Street AQMA. The monitoring site measures on a 24/7 basis recording levels of nitrogen dioxide and PM₁₀, and forms part of the Welsh Air Quality Network. The results of this air quality monitoring can be viewed online at <http://www.welshairquality.co.uk>.

Table 4 - Details of Automatic Monitoring Sites

| Site ID | Site Name | Site Type | X OS Grid Reference | Y OS Grid Reference | Inlet Height (m) | Pollutants Monitored | In AQMA? | Monitoring Technique | Relevant Exposure? (Y/N with distance (m) from monitoring site to relevant exposure) | Distance to Kerb of Nearest Road (m) (N/A if not applicable) | Does this Location Represent Worst-Case Exposure? |
|----------------|------------------|------------------|----------------------------|----------------------------|-------------------------|-----------------------------|-----------------|---|---|---|--|
| CM2 | Rockwool | Industrial | 297232 | 184331 | 4.0 | SO ₂ | N | Automated continuous SO ₂ Analyser | 1200m | 7.5m | Y |

Figure 7 - Map of Rockwool Automatic Monitoring Station (Vestry of Soar Chapel, Rhiwceilog)



2.1.2 Non-Automatic Monitoring Sites

In 2020 there were 34 specifically allocated non automatic monitoring sites across Bridgend which monitored levels of nitrogen dioxide (NO₂). These sites are supported and maintained by SRS on behalf of the BCBC. The non-automatic sites do not provide live data; instead, they consist of diffusion tubes which are placed at each of the sites, collected and replaced on a rolling monthly basis. The results derived from the tube sampling are then averaged over the year to enable a comparison of the results against the annual average (40µg/m³) and 1-hour (200µg/m³ not to be exceeded > 18 times per year) air quality objectives for NO₂.

The NO₂ non-automatic monitoring network utilised in Bridgend almost mirrors that of the existing 2019 non-automated network, however new NO₂ monitoring points were commissioned at the following locations

- Coychurch Road, Brackla.
- Wern Fawr, close to the Rockwool complex.
- Mill Street, Maesteg.

With regards to prioritising ambient air quality sampling locations, the Council adopts a risk-based approach to any allocation of monitoring sites, considering the requirements of Local Air Quality Management Technical Guidance 16, February 2018. The designated monitoring locations have been assigned based on relevant exposure and where the certain Air Quality Objectives for a particular pollutant applies. The document states that annual mean objectives should apply at “All locations where members of the public might be regularly exposed. Building facades of residential properties, schools, hospitals, care homes etc.”

NO₂ Diffusion Tube Locations

The location of the 11 areas where NO₂ monitoring took place in 2020 are:

- a. Tondy Road Roundabout at the Western End of the Bridgend Cross Valley Link Road (Figure 8- Area A).
- b. Ewenny Cross Roundabout (Figure 10- Area B),
- c. A473 Cowbridge Road (Figure 10 and 11- Area C).
- d. Bridgend town Centre (Figure 8- Area D).
- e. Park Street (Figure 8- Area E),
- f. Coity Road (Figure 8- Area F),
- g. Maesteg (Figure 12- Area G).
- h. Porthcawl (Figure 15- Area H),
- i. Pencoed (Figure 16- Area I); and
- j. Tremains Road (Figure 10- Area J)
- k. Coychurch Road, Brackla (Figure 11 – Area K)

Laboratory Methods and Analysis of Diffusion Tubes

Analysis of the exposed tubes is carried out by Socotec UK Ltd Didcot operating procedure ANU/SOP/1015. The tubes are prepared by spiking acetone:triethanolamine (50:50) on the grids prior to the tubes being assembled. The tubes are desorbed with distilled water and the extract analysed using a segmented flow auto analyser with ultraviolet detection. As set out in the practical guidance the results were initially calculated assuming an ambient temperature of 11°C and then adjusted to 20°C to allow direct comparison with EU limits. The national bias correction factor for this laboratory was utilised. Adopting best practice guidance and adopting a conservative approach a bias correction factor of 0.75 was obtained and applied using the Defra website which is available using the following link; <https://laqm.defra.gov.uk/bias-adjustment-factors/national-bias.html>

Where valid data capture for the year is less than 75% (9 months), where necessary the continuous and NO₂ diffusion tube monitoring data have been “annualised” following the methods as described in Defra’s LAQM (TG16), Boxes 7.9 & 7.10.

Where an exceedance is measured at a monitoring site not representative of public exposure, NO₂ concentration at the nearest relevant exposure has been estimated based on the “NO₂ fall-off with distance” calculator (<http://laqm.defra.gov.uk/tools-monitoring-data/NO2-falloff.html>). The procedure is described in LAQM (TG16), Section 7.77-7.

Table 5 - Details of Non-Automatic Monitoring Sites in Bridgend

| Site ID | Area | Site Name | Site Type | X OS Grid Ref. | Y OS Grid Ref. | Site Height (m) | Pollutants Monitored | In AQMA | Co-located with a Continuous Analyser (Y/N) | Relevant Exposure? ¹ (Y/N with (m) to relevant exposure) | Distance to kerb of nearest road in metres | Worst- case Location? |
|-------------------------|------|------------|-----------|----------------------|----------------------|-----------------------|-------------------------|------------|---|--|---|-----------------------------|
| TONDU ROAD ROUNDABOUT | | | | | | | | | | | | |
| OBC-107 | A | Tondu Road | Roadside | 290347 | 179959 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 2.00 | Y |
| OBC-108 | A | Tondu Road | Kerbside | 290311 | 180032 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 0.90 | Y |
| EWENNY CROSS ROUNDABOUT | | | | | | | | | | | | |

| | | | | | | | | | | | | |
|---|---|--|----------|--------|--------|-----|-----------------|---|---|----------|-------|---|
| OBC-088 | B | A48 Bypass, Bridgend- Co-Location Study 1 | Roadside | 290566 | 178566 | 2.0 | NO ₂ | N | Y | (Y) 0.00 | 2.20 | Y |
| OBC-089 | B | A48 Bypass, Bridgend- Co-Location Study 2 | Roadside | 290566 | 178566 | 2.0 | NO ₂ | N | Y | (Y) 0.00 | 2.20 | Y |
| OBC-090 | B | A48 Bypass, Bridgend- Co-Location Study 3 | Roadside | 290566 | 178566 | 2.0 | NO ₂ | N | Y | (Y) 0.00 | 2.20 | Y |
| OBC-113 | B | Priory Avenue | Roadside | 290616 | 178394 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 10.00 | Y |
| OBC-114 | B | Ewenny Road | Roadside | 290699 | 178596 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 23.00 | Y |
| OBC-115 | B | Ewenny Road | Roadside | 290667 | 178529 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 12.00 | Y |
| NOLTON STREET/ EWENNY CROSS LINK/ A473 COWBRIDGE ROAD | | | | | | | | | | | | |

| | | | | | | | | | | | | |
|----------------------|---|----------------------|--------------|--------|--------|-----|-----------------|---|---|----------|------|---|
| OBC-105 | C | Cowbridge Road | Roadside | 290899 | 179185 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 4.10 | Y |
| OBC-106 | C | Cowbridge Road | Kerbside | 290826 | 179210 | 2.0 | NO ₂ | N | N | (N) 3.30 | 0.90 | N |
| OBC-111 | C | Cowbridge Road | Roadside | 290700 | 179305 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 4.95 | Y |
| OBC-112 | C | Cowbridge Road | Kerbside | 290798 | 179244 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 0.90 | Y |
| OBC-121 | C | Cowbridge Road | Roadside | 291540 | 178734 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 5.00 | Y |
| BRIDGEND TOWN CENTRE | | | | | | | | | | | | |
| OBC-101 | D | Bridgend town Centre | Urban Centre | 290469 | 179837 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 1.0 | Y |
| PARK STREET | | | | | | | | | | | | |
| OBC-102 | E | Sunnyside Street | Roadside | 290354 | 179807 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 2.95 | Y |

| | | | | | | | | | | | | |
|------------|---|----------------------|----------|--------|--------|-----|-----------------|---|---|----------|------|---|
| OBC-103 | E | Park Street | Roadside | 290250 | 179782 | 2.0 | NO ₂ | Y | N | (Y) 0.00 | 1.20 | Y |
| OBC-104 | E | Park Street | Roadside | 290286 | 179800 | 2.0 | NO ₂ | Y | N | (Y) 0.00 | 1.05 | Y |
| OBC-109 | E | Park Street | Roadside | 290239 | 179795 | 2.0 | NO ₂ | Y | N | (Y) 0.00 | 7.50 | Y |
| OBC-110 | E | Park Street | Kerbside | 289988 | 179701 | 2.0 | NO ₂ | Y | N | (Y) 0.00 | 0.90 | Y |
| OBC- 122 | E | St Leonards Road | Kerbside | 289919 | 179755 | 2.0 | NO ₂ | N | N | (N) 4.00 | 1.0 | N |
| OBC- 123 | E | Park Street | Roadside | 290014 | 179698 | 2.0 | NO ₂ | Y | N | (Y) 0.00 | 0.9 | Y |
| OBC- 124 | E | Park Street | Roadside | 289859 | 179710 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 7.0 | Y |
| COITY ROAD | | | | | | | | | | | | |
| OBC-097 | F | Coity Road, Bridgend | Roadside | 290687 | 180185 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 5.30 | Y |
| OBC-098 | F | Coity Road, Bridgend | Roadside | 290681 | 180198 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 4.20 | Y |
| OBC-099 | F | Coity Road, Bridgend | Roadside | 290663 | 180251 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 5.60 | Y |

| | | | | | | | | | | | | |
|---------------------|---|----------------------------------|----------|--------|--------|-----|-----------------|---|---|----------|------|---|
| OBC-100 | F | Coity Road, Bridgend | Roadside | 290623 | 180374 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 4.10 | Y |
| MAESTEG TOWN CENTRE | | | | | | | | | | | | |
| OBC-125 | G | Commercial Street, Maesteg | Roadside | 285299 | 191136 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 2.00 | Y |
| OBC-128 | G | Mill Street, Maesteg | Roadside | 286218 | 189805 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 2.00 | Y |
| PORTHCAWL | | | | | | | | | | | | |
| OBC-120 | H | New Road. Porthcawl | Kerbside | 282264 | 177237 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 0.90 | Y |
| PENCOED | | | | | | | | | | | | |
| OBC-116 | I | Hendre Road, Pencoed | Kerbside | 295886 | 181642 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 0.90 | Y |
| OBC-117 | I | Hendre Road, Pencoed | Roadside | 295641 | 181687 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 8.40 | Y |

| | | | | | | | | | | | | |
|-------------------------|---|---------------------------------|---------------------|--------|--------|-----|-----------------|---|---|----------|------|---|
| OBC-129 | I | Wern Fawr (Near Rockwool) | Urban Background | 296439 | 184111 | 50 | NO ₂ | N | N | (Y) 0.00 | N/A | Y |
| TREMAINS ROAD | | | | | | | | | | | | |
| OBC-126 | J | Tremains Road | Roadside | 291125 | 179517 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 8.20 | Y |
| COYCHURCH ROAD, BRACKLA | | | | | | | | | | | | |
| OBC-127 | K | Coychurch Road | Roadside | 292236 | 179473 | 2.0 | NO ₂ | N | N | (Y) 0.00 | 2.0 | Y |

Figure 8 - Map of NO₂ Monitoring Locations in Park Street AQMA / Tondy Road / Bridgend Town Centre and Coity Road

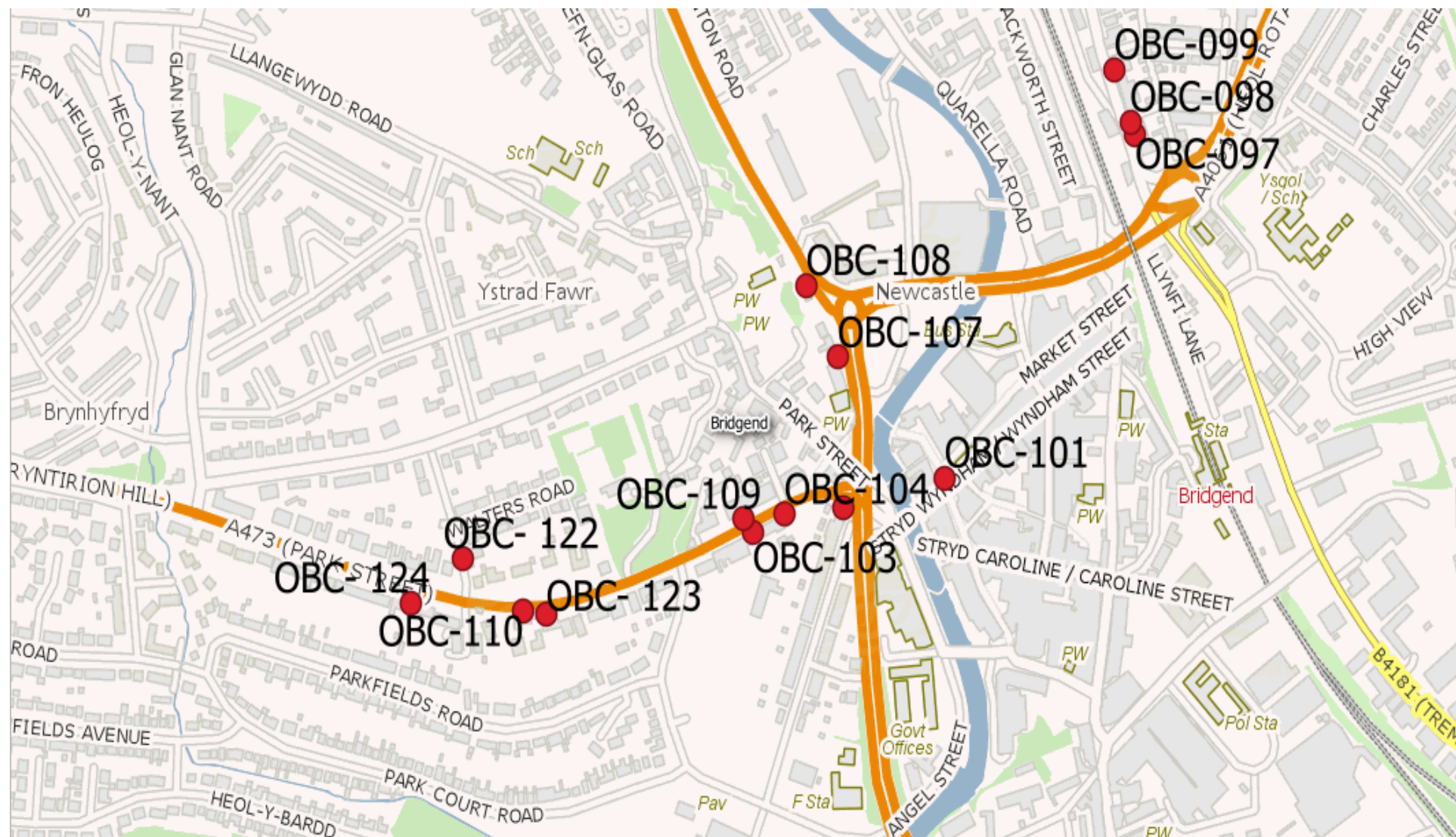


Figure 9 - Map of NO₂ Monitoring Locations Ewenny Cross Roundabout / Cowbridge Road



Figure 10 - Map of NO₂ Monitoring Locations Cowbridge Road / Tremains Road



Figure 11 - Map of NO₂ Monitoring Location Coychurch Road, Brackla

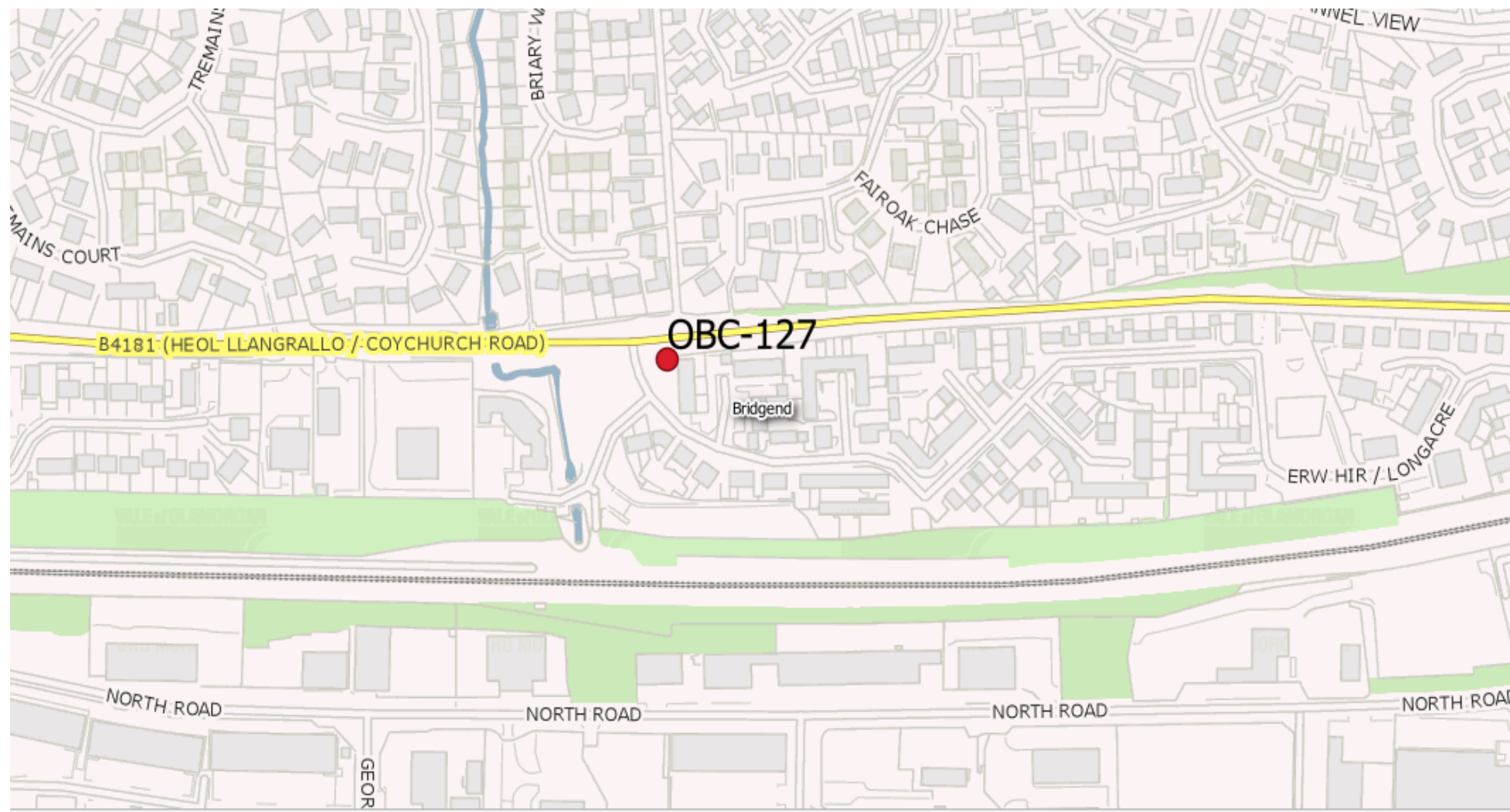


Figure 12 - Map of NO₂ Monitoring Locations Commercial Street, Maesteg



Figure 13 - Map of NO₂ Monitoring Location Mill Street, Maesteg

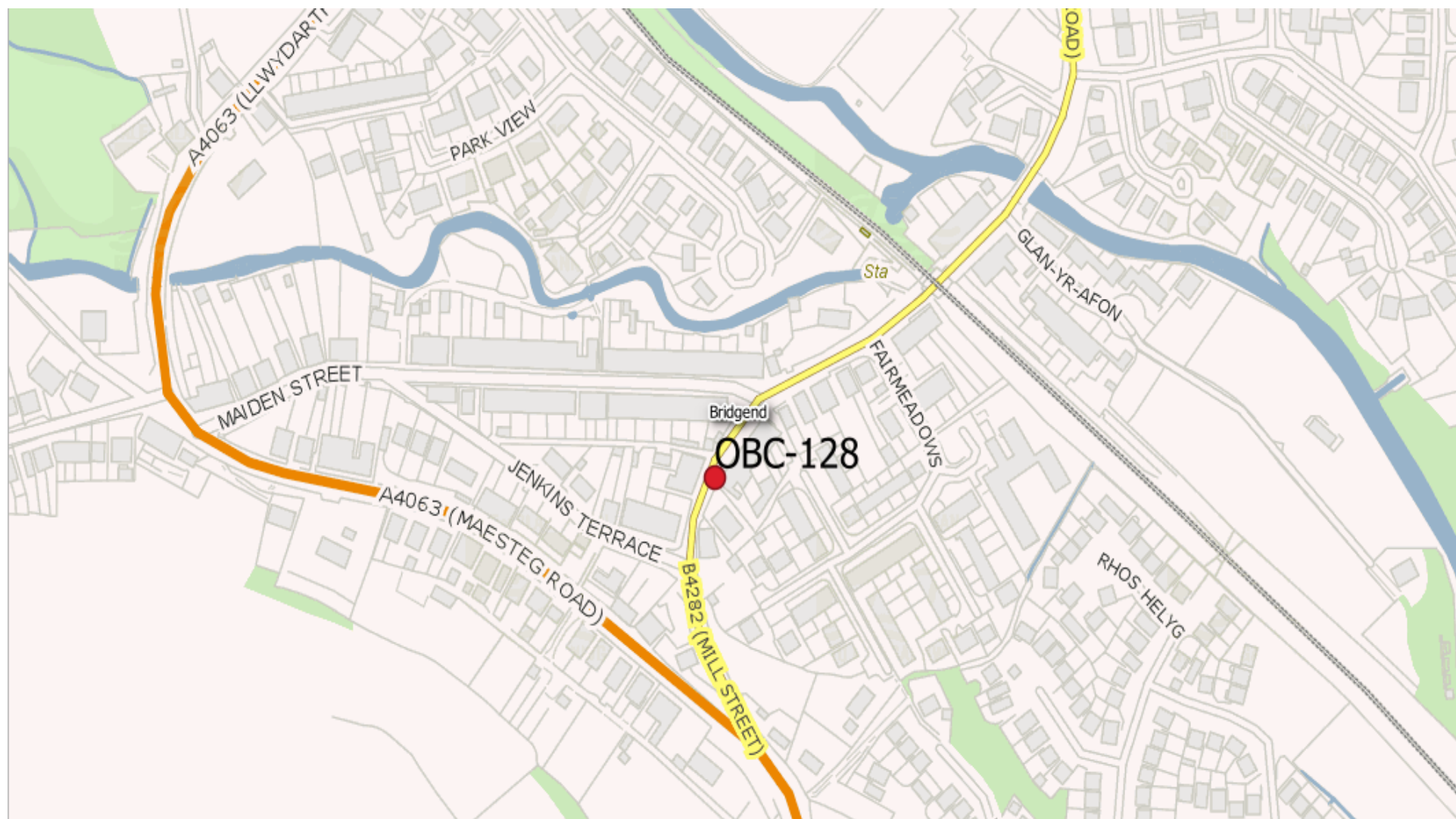


Figure 14 - Map of NO₂ Monitoring location New Road, Porthcawl

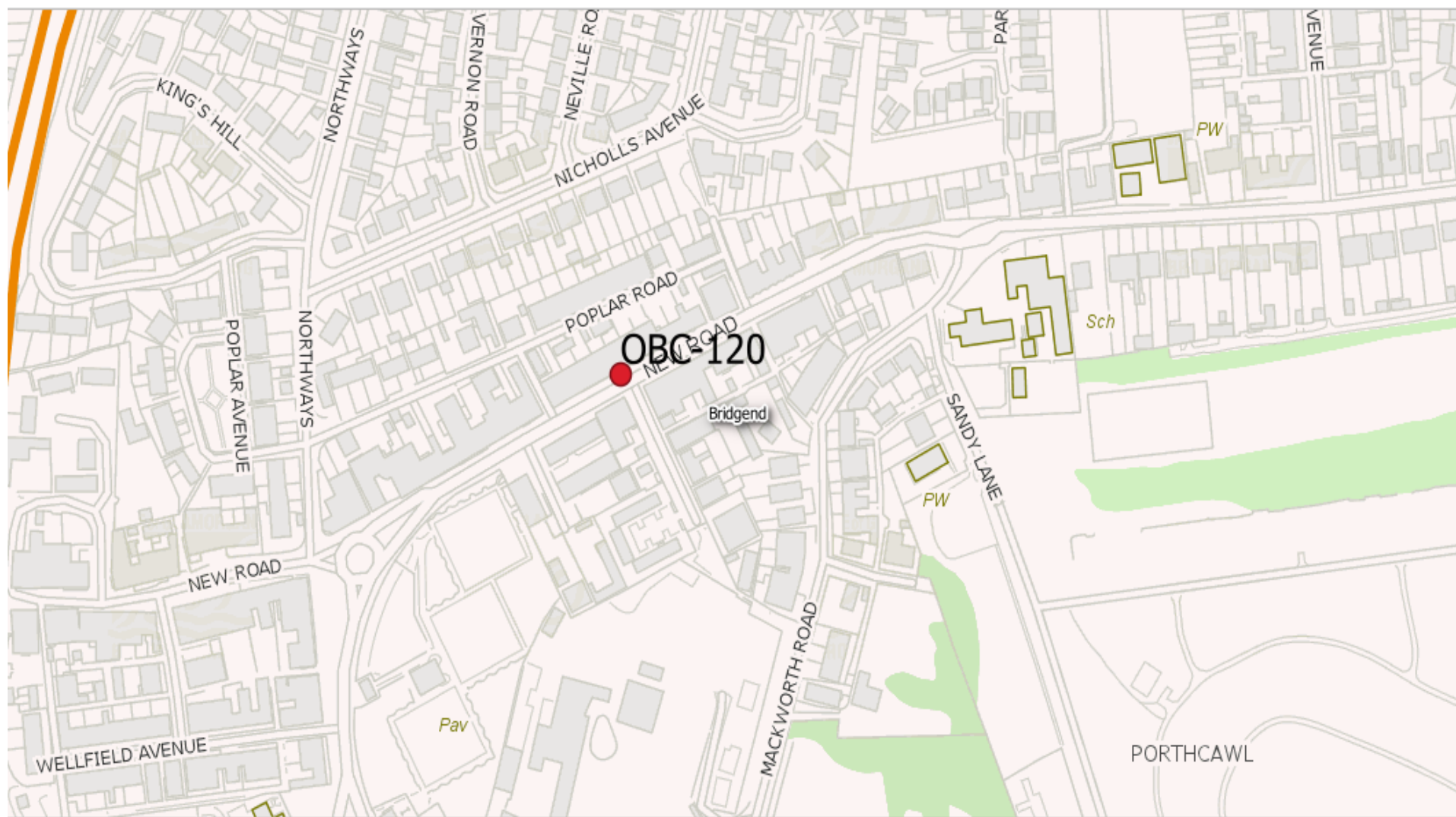


Figure 15 - Map of NO₂ Monitoring Locations Hendre Road, Pencoed

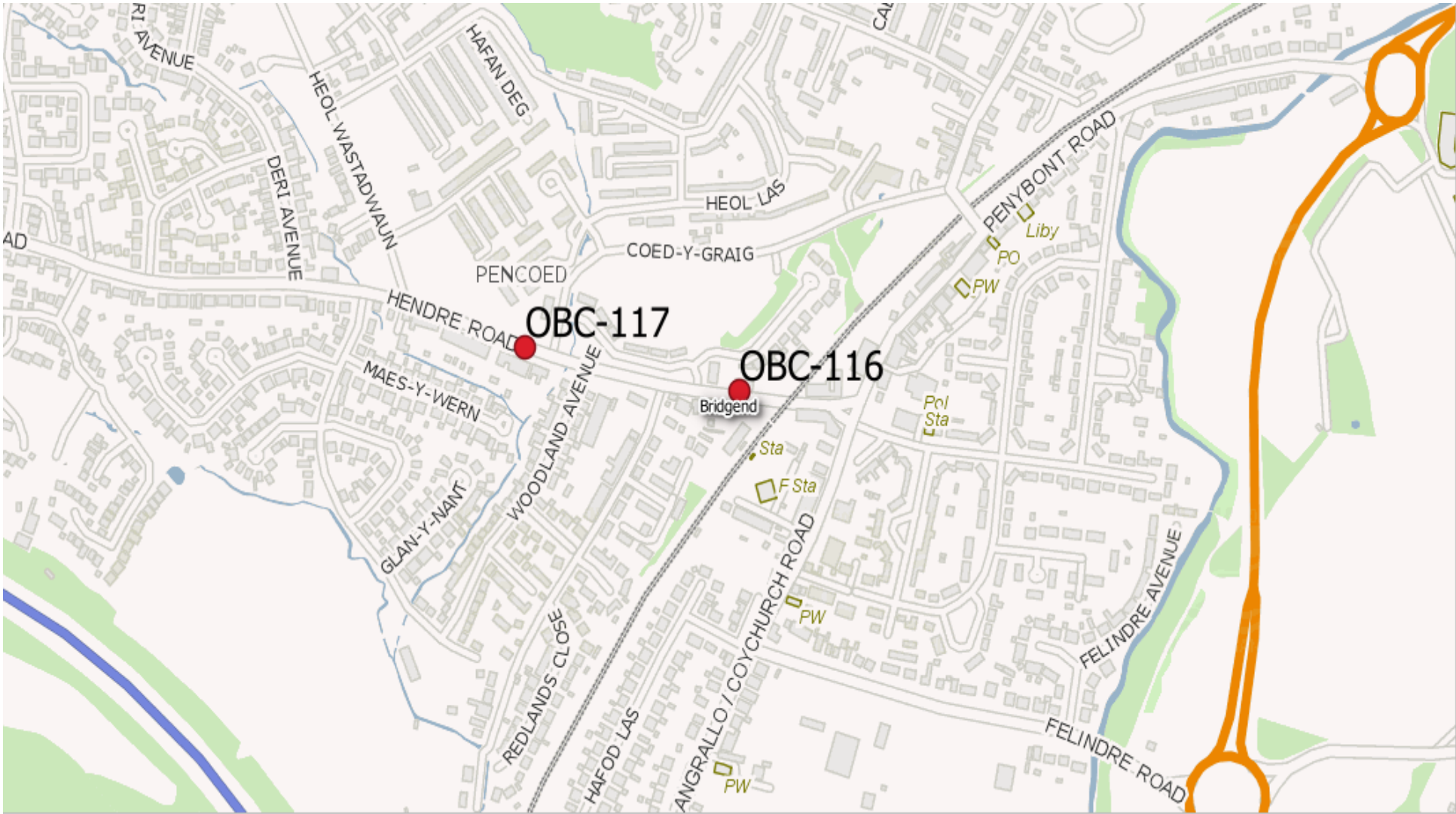


Figure 16 - Map of NO₂ Monitoring Locations Wern Fawr



2.2 2020 Air Quality Monitoring Results

Table 6 - Annual Mean NO₂ Monitoring Concentrations A473 Cowbridge Road

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|---------------------|-----------|-----------------|--|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| A473 COWBRIDGE ROAD | | | | | | | | | | |
| OBC-105 | Roadside | Diffusion Tube | 83 | N | - | - | 24.6 | 22.6 | 21.2 | 16.1 |
| OBC-106 | Kerbside | Diffusion Tube | 75 | N | - | - | 30.4/ 25.2 ^(2 & 3) | 26.7 ^(2 & 3) | 24 ⁽³⁾ | 25.8 |
| OBC-111 | Roadside | Diffusion Tube | 83 | N | - | - | - | 26.2 | 25.8 | 19.7 |
| OBC-112 | Kerbside | Diffusion Tube | 67 | N | - | - | - | 32.1 ⁽²⁾ | 36.2 ⁽²⁾ | 23.7 ⁽²⁾ |
| OBC-121 | Roadside | Diffusion Tube | 83 | N | - | - | - | - | 18.5 | 14.9 |

Table 7 - Annual Mean NO₂ Concentrations Ewenny Cross Roundabout

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|-------------------------|-----------|-----------------|--|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| EWENNY CROSS ROUNDABOUT | | | | | | | | | | |
| OBC-088 | Roadside | Diffusion Tube | 83 | N | 21 | 21 | 20.3 | 21.5 | 19.6 | 14.5 |
| OBC-089 | Roadside | Diffusion Tube | 75 | N | 21 | 23 | 21.8 | 21 | 20.3 | 14.8 |
| OBC-090 | Roadside | Diffusion Tube | 83 | N | 23 | 21 | 19.5 | 20.9 | 20.3 | 15.1 |
| OBC-113 | Roadside | Diffusion Tube | 83 | N | - | - | - | 15.9 | 14.7 | 12.2 |
| OBC-114 | Roadside | Diffusion Tube | 33 | N | - | - | - | 18 | 20 | 20.3 ⁽²⁾ |
| OBC-115 | Roadside | Diffusion Tube | 83 | N | - | - | - | 22.3 | 20.9 | 16.3 |

Table 8 - Annual Mean NO₂ Concentrations Bridgend Town Centre

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m³) ⁽²⁾ | | | | | |
|----------------------|--------------|-----------------|--|--------------|--|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| BRIDGEND TOWN CENTRE | | | | | | | | | | |
| OBC-101 | Urban Centre | Diffusion Tube | 50 | N | - | - | 18.1 ⁽²⁾ | 17.9 | 18.6 | 13.6 ⁽²⁾ |

Table 9 - Annual Mean NO₂ Concentrations Park Street / Tondy Road Roundabout

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|-----------------------|-----------|-----------------|--|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| PARK STREET | | | | | | | | | | |
| OBC-102 | Roadside | Diffusion Tube | 75 | N | - | - | 23.7 | 23.5 | 23.9 | 18.3 |
| OBC-103 | Roadside | Diffusion Tube | 75 | Y | - | - | 37.6 | 36.3 ⁽²⁾ | 37.1 | 30.4 |
| OBC-104 | Roadside | Diffusion Tube | 67 | Y | - | - | 41.5 | 37.9 ⁽²⁾ | 39.8 | 29.8 ⁽²⁾ |
| OBC-109 | Roadside | Diffusion Tube | 50 | Y | - | - | - | 20.6 | 19.9 | 20.1 ⁽²⁾ |
| OBC-110 | Kerbside | Diffusion Tube | 83 | Y | - | - | - | 58.9 ⁽²⁾ | 53.7 | 43.6 |
| OBC-122 | Kerbside | Diffusion Tube | 75 | N | - | - | - | - | 16.7 | 15.2 |
| OBC-123 | Roadside | Diffusion Tube | 75 | Y | - | - | - | - | 55.2 | 42.4 |
| OBC-124 | Roadside | Diffusion Tube | 83 | N | - | - | - | - | 16.6 | 12.9 |
| TONDU ROAD ROUNDABOUT | | | | | | | | | | |
| OBC-107 | Roadside | Diffusion Tube | 92 | N | - | - | - | 31.7 | 32 | 24.3 |
| OBC-108 | Kerbside | Diffusion Tube | 100 | N | - | - | - | 38.5 | 36.2 | 27.5 |

Table 10 - Annual Mean NO₂ Concentrations Coity Road

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|------------|-----------|-----------------|---|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| COITY ROAD | | | | | | | | | | |
| OBC-097 | Roadside | Diffusion Tube | 83 | N | - | - | 26.3 | 24.6 | 24.8 | 19.5 |
| OBC-098 | Roadside | Diffusion Tube | 58 | N | - | - | 24 | 17 | 23.2 | 18.3 ⁽²⁾ |
| OBC-099 | Roadside | Diffusion Tube | 83 | N | - | - | 23.8 | 15.1 | 22.2 | 17.9 |
| OBC-100 | Roadside | Diffusion Tube | 83 | N | - | - | 24.1 | 17.8 | 22.8 | 17.5 |

Table 11 - Annual Mean NO₂ Concentrations Maesteg

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|---------|-----------|-----------------|---|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| MAESTEG | | | | | | | | | | |
| OBC-125 | Roadside | Diffusion Tube | 67 | N | - | - | - | - | 18.8 | 19.3 ⁽²⁾ |
| OBC-128 | Roadside | Diffusion Tube | 67 | N | - | - | - | - | - | 11 ⁽²⁾ |

Table 12 - Annual Mean NO₂ Concentrations Porthcawl

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|-----------|-----------|-----------------|---|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| PORTHCAWL | | | | | | | | | | |
| OBC-120 | Kerbside | Diffusion Tube | 58 | N | - | - | - | 15.1 | 16 | 10.9 ⁽²⁾ |

Table 13 - Annual Mean NO₂ Concentrations Pencoed / Wern Fawr

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2019 (%) ⁽¹⁾ | Within AQMA? | Annual Mean Concentration (µg/m ³) ⁽²⁾ | | | | | |
|---------|------------------|-----------------|---|--------------|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| PENCOED | | | | | | | | | | |
| OBC-116 | Kerbside | Diffusion Tube | 83 | N | - | - | - | 22.1 | 20.8 | 15.8 |
| OBC-117 | Roadside | Diffusion Tube | 83 | N | - | - | - | 16.7 | 16.9 | 12.8 |
| OBC-129 | Urban Background | Diffusion Tube | 83 | N | - | - | - | - | - | 9.1 |

Table 14 - Annual Mean NO₂ Concentrations Tremains Road / Coychurch Road Brackla

| Site ID | Site Type | Monitoring Type | Valid Data Capture 2020 (%) (1) | Within AQMA? | Annual Mean Concentration (µg/m ³) (2) | | | | | |
|------------------------|-----------|-----------------|------------------------------------|--------------|--|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| | | | | | 2015 (Bias Adjustment Factor = 0.81) | 2016 (Bias Adjustment Factor = 0.78) | 2017 (Bias Adjustment Factor = 0.77) | 2018 (Bias Adjustment Factor = 0.76) | 2019 (Bias Adjustment Factor = 0.75) | 2020 (Bias Adjustment Factor = 0.76) |
| TREMAINS ROAD | | | | | | | | | | |
| OBC-126 | Roadside | Diffusion Tube | 83 | N | - | - | - | - | 19.7 | 17.2 |
| COYCHURCH ROAD BRACKLA | | | | | | | | | | |
| OBC-127 | Roadside | Diffusion Tube | 83 | N | - | - | - | - | - | 15.1 |

Notes:

(1) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(2) Diffusion tube data has been “bias adjusted” in accordance with Box 7.11 in LAQM.TG16 and “annualised” as per Boxes 7.9 and 7.10 in LAQM.TG16 if valid data capture for the full calendar year is less than 75%. See Appendix C for details

(3) Diffusion tube data has been corrected for distance to represent relevant exposure in accordance with Sections 7.77- 7.79 in LAQM.TG16 “Fall-off in NO₂ concentrations with Distance from the Road.

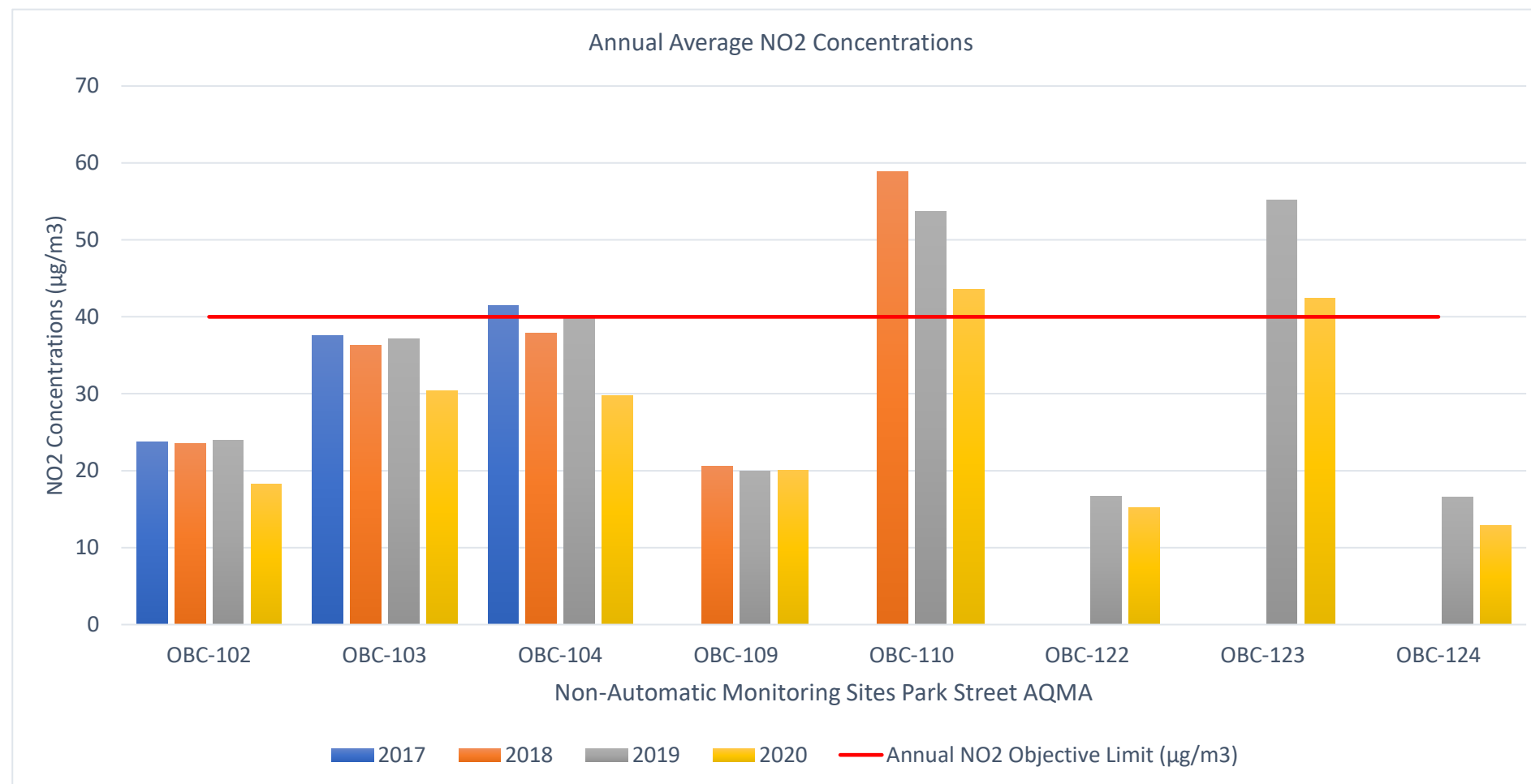
Figure 17 - Trends in Annual Mean NO₂ Concentrations Park Street AQMA

Figure 17 shows exceedances of the Annual NO₂ Objective of 40µg/m³ at 3 sites in Park Street since 2017

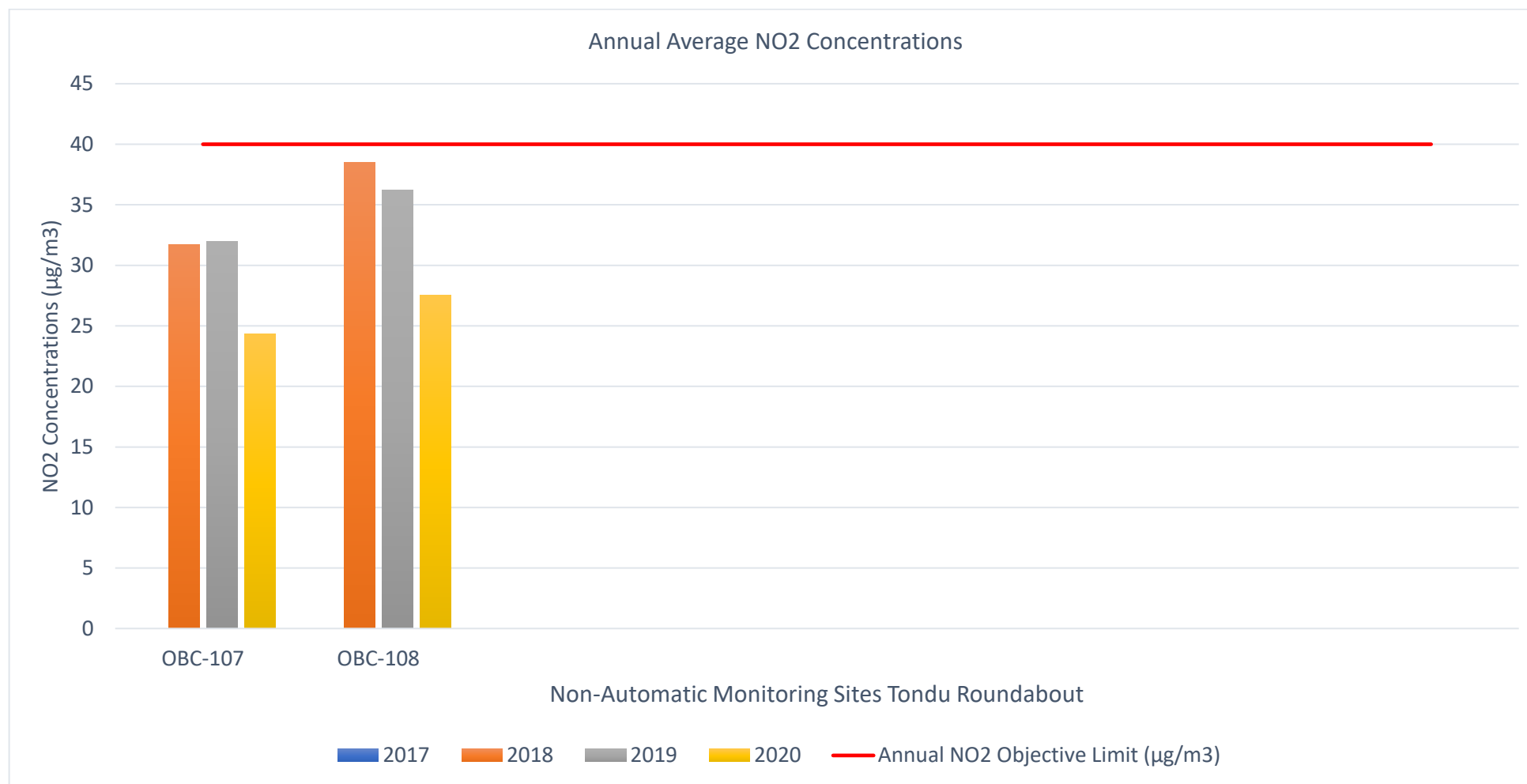
Figure 18 - Trends in Annual NO₂ Concentrations Tondur Road Roundabout

Figure 18 shows compliance to the Annual NO₂ Objective of 40µg/m³ at all sites in Tondur Road Roundabout since 2018

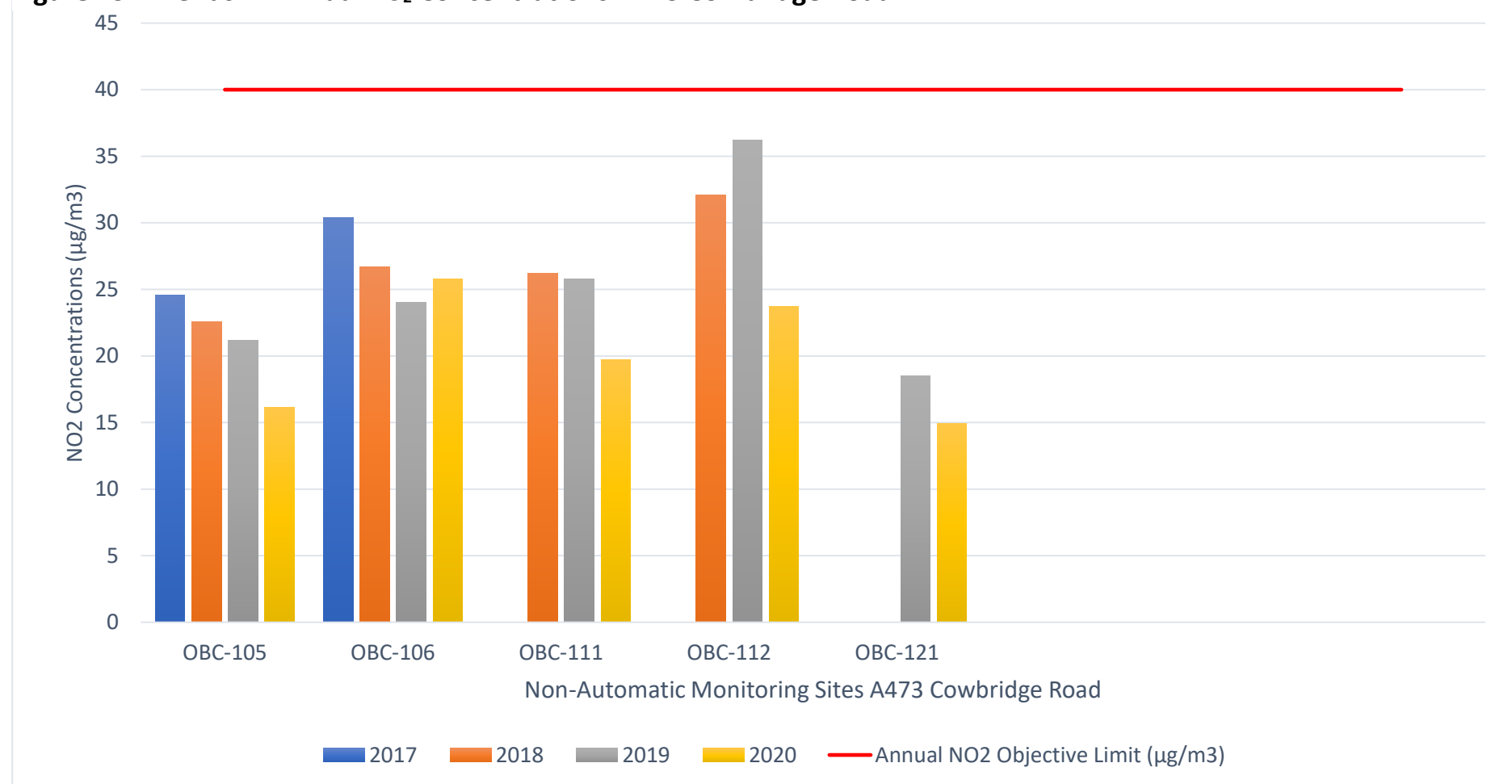
Figure 19 - Trends in Annual NO₂ Concentrations A473 Cowbridge Road

Figure 19 shows compliance to the Annual NO₂ Objective of 40µg/m³ at all sites in A473 Cowbridge Road since 2017

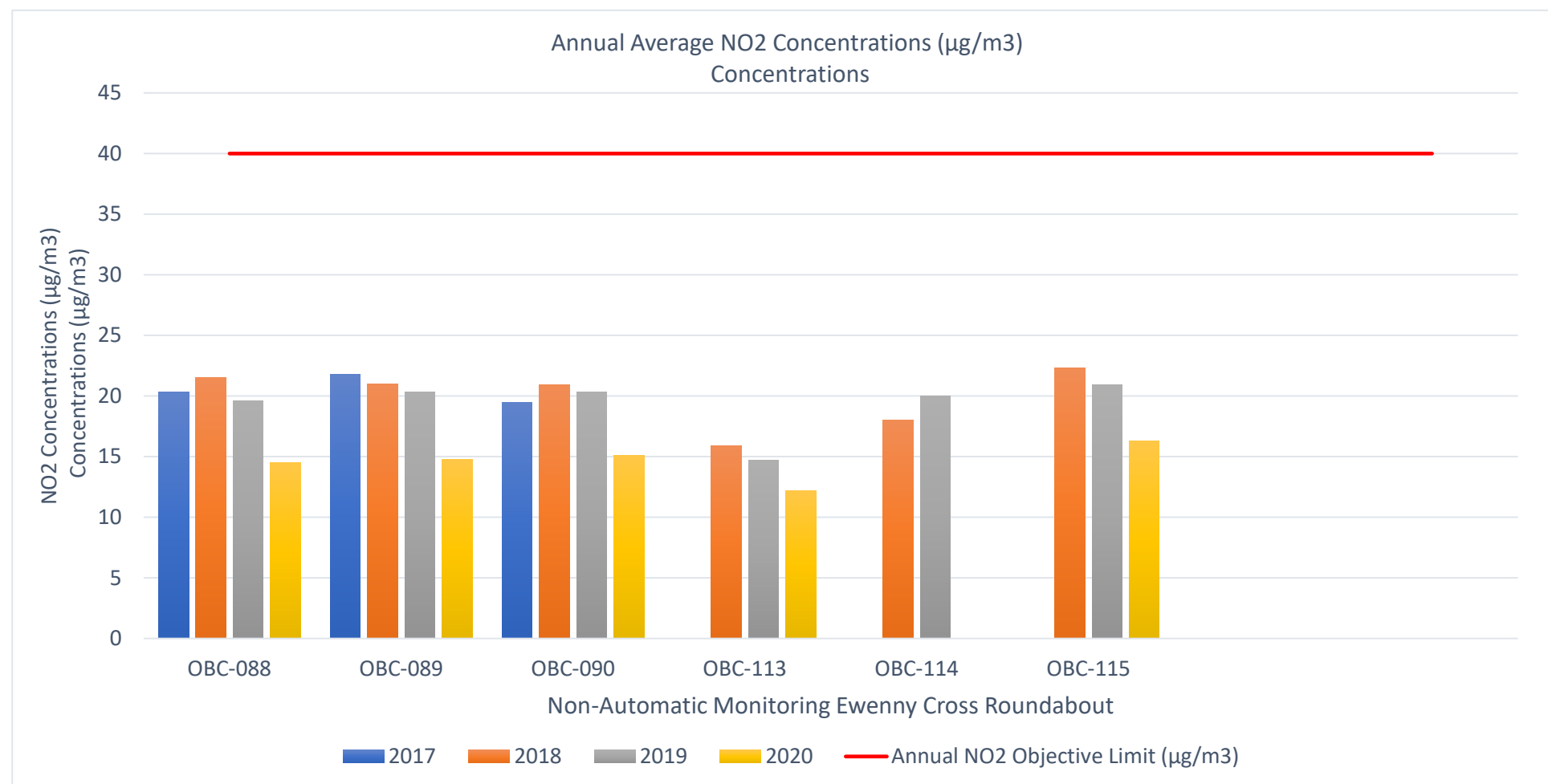
Figure 20 - Trends in Annual NO₂ Concentrations Ewenny Cross Roundabout

Figure 20 shows compliance to the Annual NO₂ Objective of 40µg/m³ at all sites in Ewenny Cross Roundabout since 2017

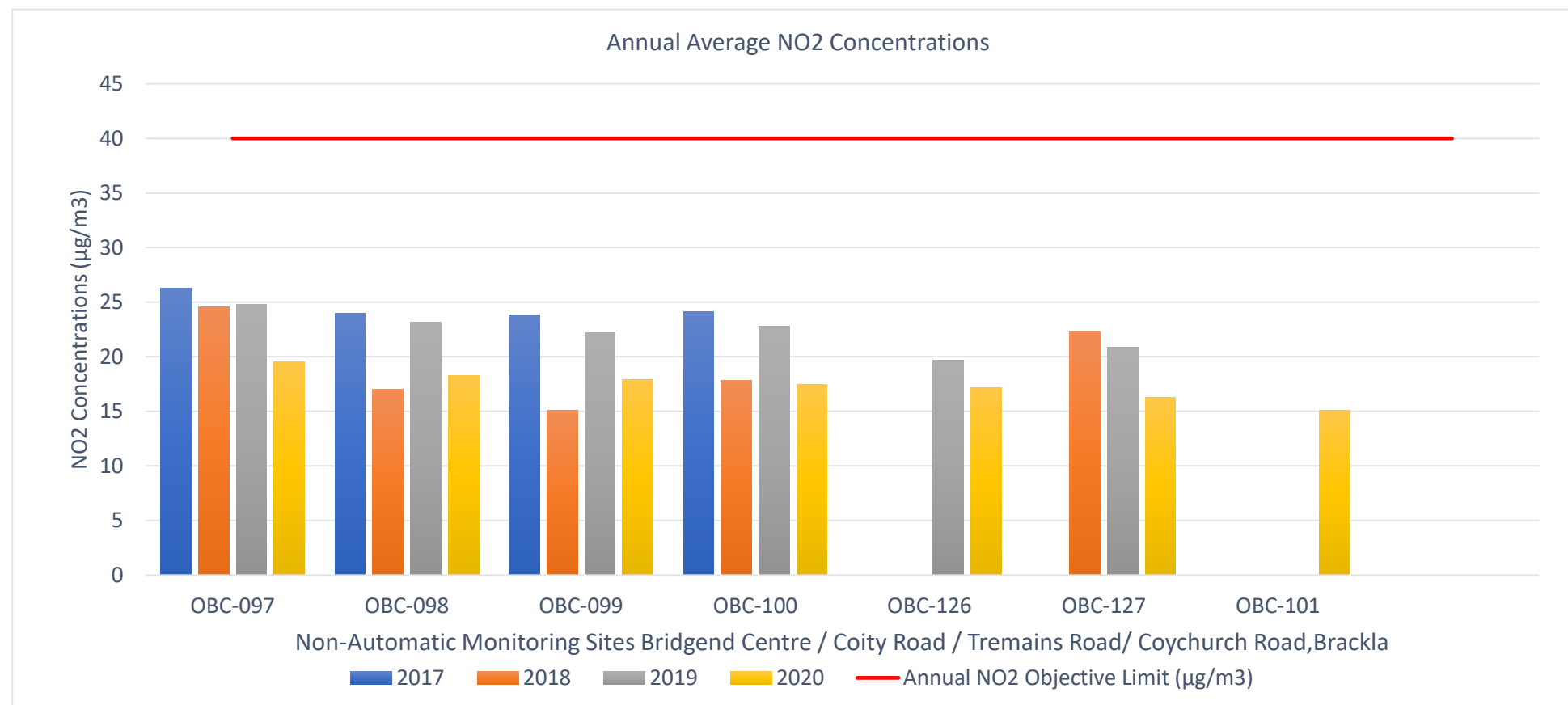
Figure 21 - Trend in Annual Mean NO₂ Concentrations at Bridgend City Centre/ Coity Road / Tremains Road / Coychurch Road

Figure 21 shows compliance to the Annual NO₂ Objective of 40µg/m³ at all sites in Bridgend Centre / Coity Road / Tremains Road and Coychurch Road, Brackla since 2017

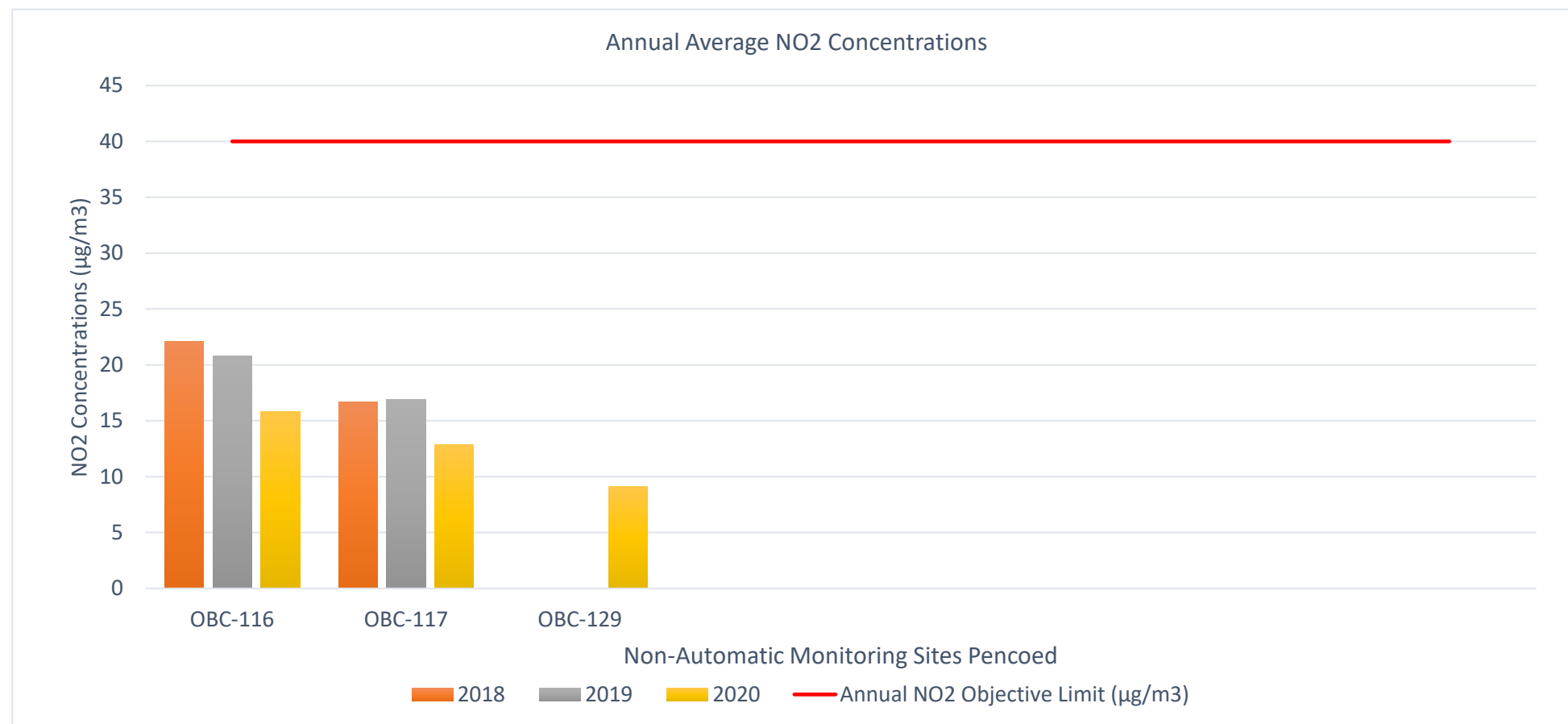
Figure 22 - Trends in Annual NO₂ Concentrations Pencoed / Wern Fawr

Figure 22 shows compliance to the Annual NO₂ Objective of 40µg/m³ at all sites in Pencoed since 2018

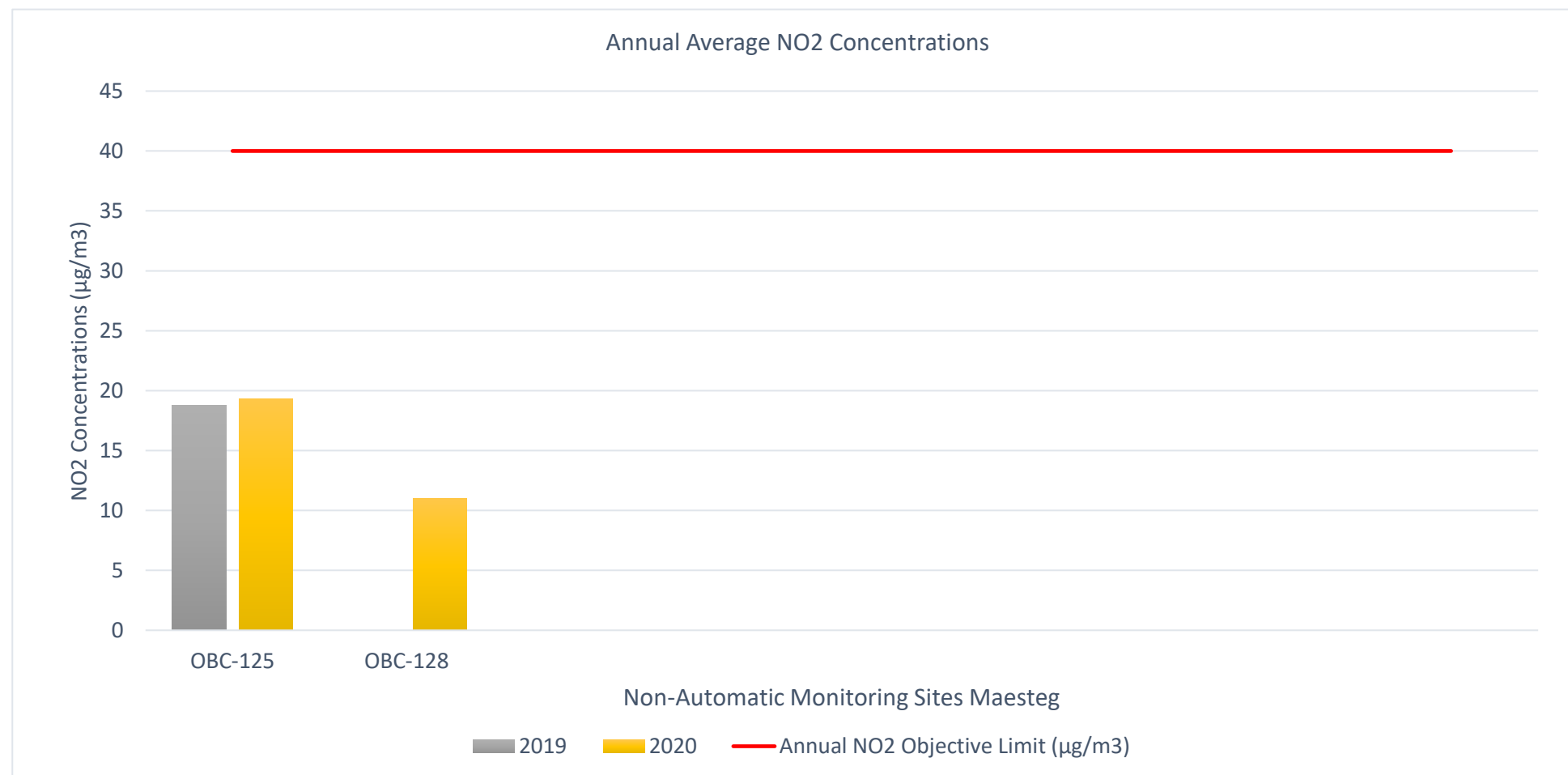
Figure 23 - Trend in Annual NO₂ Concentrations Maesteg

Figure 23 shows compliance to the annual NO₂ Objective of 40µg/m³ at all sites in Maesteg since 2019

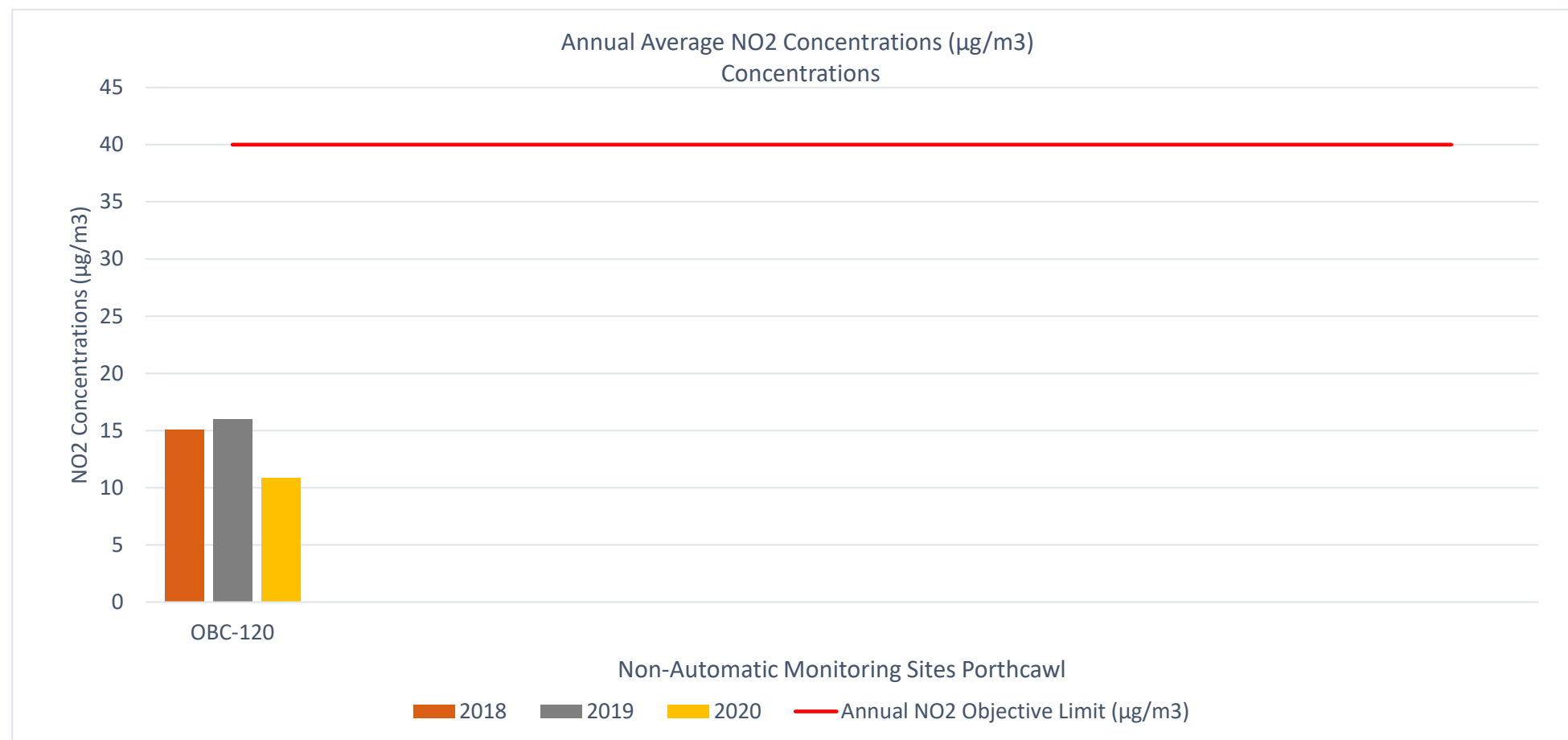
Figure 24 - Trends in Annual NO₂ Concentrations Porthcawl

Figure 24 shows compliance to the Annual NO₂ Objective of 40µg/m³ at all sites in Porthcawl since 2018

Table 15 - Annual SO₂ Exceedances from Rockwool Automatic Monitoring Station

| Site ID | Site Type | Within AQMA? | Valid Data Capture for Monitoring Period (%) ⁽¹⁾ | Valid Data Capture 2020 (%) ⁽²⁾ | Number of Exceedances (percentile in bracket µg/m ³) | | |
|---------|------------|--------------|---|--|---|--|---|
| | | | | | 15-minute Objective (266 µg/m ³) | 1-hour Objective (350 µg/m ³) | 24-hour Objective (125 µg/m ³) |
| CM2 | Industrial | N | 100 | 83.4 | NR ⁽³⁾ | 4 | 0 |

Notes:

Exceedances of the SO₂ mean objectives are shown in bold.

(1) Data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) Data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) NR given due to the fact a 15 min recording interval download could not be obtained

(4) In accordance with LAQM.TG16, due to the fact data capture is <85% it is a requirement to report the 99.7th percentile for 1 hour SO₂

(5) In accordance with LAQM.TG16, due to the fact data capture is <85% it is a requirement to report the 99.2nd percentile for 24 hour SO₂

2.3 Comparison of 2020 Monitoring Results with Previous Years and the Air Quality Objectives

During 2020 monitoring was carried out for nitrogen dioxide (NO₂) and sulphur dioxide (SO₂).

2.3.1 Nitrogen Dioxide (NO₂)

Nitrogen dioxide was measured during 2020 by a network of 34 passive diffusion tubes.

In order to ratify the 2020 diffusion tube dataset, a bias adjustment factor of 0.76 was applied to the annual average readings. The factor was derived from the Defra website which gave the average correction factor from 42 co-location studies across the UK, whereby the analytical laboratory and method used was the same as BCBC, in this instance Socotec UK Ltd, Didcot.

Non- automated Monitoring Data

Annual average datasets outline continued elevated and exceeding levels of NO₂ at sensitive receptor locations situated on Park Street within the established AQMA Order boundary. It is noted that monitoring undertaken in 2020 at sites OBC-110 & OBC-123, located on Park Street, demonstrates annual average levels in exceedance of the annual average air quality objective set at (40µg/m³) for NO₂. The annual average figure examined at sites OBC-110 & OBC-123 are calculated at **43.6µg/m³ & 42.4µg/m³**.

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

2.3.2 Sulphur Dioxide (SO₂)

Monitoring of SO₂ has continued to be carried out by Rockwool Ltd in the Rhiwceilog area of Bridgend. Monitoring has been carried out using an API AMX monitor capable of giving continuous fifteen-minute averages of SO₂ concentrations. The equipment is calibrated by an Environment Officer at Rockwool and serviced and maintained by an approved contractor on a six-monthly basis. Data obtained is checked for validation and ratified by Rockwool's Environment Officer.

The total data capture for 2020 was 83.4%. There were 4 exceedances of the 1-hour objective (350µg/m³, not to be exceeded more than 24 times a year), and none for the 24-hour objective during this time period. With regards to the 15-minute SO₂ objective a NR result is provided due to the fact a 15 minute interval download was not available upon the request for datasets.

2.4 Summary of Compliance with AQS Objectives as of 2020

SRS have reviewed the results from the monitoring undertaken across Bridgend in 2020.

Despite the examined non-compliant annual average NO₂ levels recorded within the Park Street, Bridgend AQMA (OBC-110 & OBC-123), all automated and non- automated datasets show compliance with the air quality objectives at **every other monitored location**.

3 New Local Developments

3.1.1 Road Traffic Sources (and Other Transport)

SRS on behalf of BCBC can confirm that there are no new significant developments since the Progress Report in 2019.

3.1.2 Narrow Congested Streets with Residential Properties Close to the Kerb

SRS on behalf of the BCBC has considered road traffic sources extensively in both this and earlier reports; the monitoring network is very largely focused on measuring concentrations of nitrogen dioxide close to many of them. These have been discussed either in previous reports or earlier in this report.

There are no newly identified road traffic sources which need to be considered.

For 2020 SRS on behalf of the BCBC confirms that there are no new/newly identified congested streets with a flow above 5,000 vehicles per day and residential properties close to the kerb, that have not been adequately considered in previous rounds of Review and Assessment.

3.1.3 Busy Streets Where People May Spend 1-hour or closer to Traffic

SRS on behalf of the BCBC confirms that there are no new/newly identified busy streets where people may spend 1 hour or more close to traffic.

3.1.4 Roads with a High Flow of Buses and/or HGVs.

SRS on behalf of the BCBC confirms that there are no new/newly identified roads with high flows of buses/HDVs.

3.1.5 Junctions

Junctions have been fully considered in previous annual reviews and assessments. SRS on behalf of the BCBC can confirm that there are no new/newly identified busy junctions/busy roads where exceedances of either the NO₂ or PM₁₀ objectives are likely.

3.1.6 Roads with Significantly Changed Traffic Flows

The criteria for assessing roads with significantly changed traffic flows are set out in Table 7.1, row/point 6 of Defra's LAQM TG (16), 2018. Predictions of increased traffic do not approach 25% on roads with more than 10,000 vpd.

SRS on behalf of the BCBC confirms that there are no new/newly identified roads with significantly changed traffic flows.

3.1.7 Bus and Coach Stations

SRS on behalf of the BCBC confirms that there are no relevant bus stations in the Local Authority area.

3.1.8 Airports

SRS on behalf of BCBC confirms that there are no airports in the Local Authority area. However, a small quantity of air traffic now traverses the south eastern part of the County Borough prior to its

final approach to Cardiff International airport, Rhose. It is unlikely that the emissions from the aircraft, in view of this small number, will have a significant effect on air quality in Bridgend.

3.1.9 Stationary Trains

SRS on behalf of BCBC confirms that there are no locations where diesel or steam trains are regularly stationary for periods of 15 minutes or more, with potential for relevant exposure within 15m.

3.1.10 Moving Trains

LAQM TG(09) introduced a new requirement to assess the potential for exceedance of nitrogen dioxide objectives. The assessment criteria are in relation to large numbers of diesel locomotive movements where there is relevant exposure within 30metres of the track in areas where the background annual mean concentration of nitrogen dioxide is above $25\mu\text{m}^3$.

SRS on behalf of the BCBC confirms that there are no locations with many movements of diesel locomotives, and potential long-term relevant exposure within 30m.

3.1.11 Ports (Shipping)

SRS on behalf of the BCBC confirms that there are no ports or shipping that meets the specified criteria within the Local Authority area.

3.2 Industrial / Fugitive or Uncontrolled Sources / Commercial Sources

3.2.1 New or Proposed Installations for which an Air Quality Assessment has been Carried Out

SRS on behalf of BCBC has assessed new/proposed industrial installations and concluded that no further air quality analysis via a detailed air quality assessment is necessary.

3.2.2 Existing Installations where Emissions have Increased Substantially, or New Relevant Exposure has been introduced

SRS on behalf of the BCBC can confirm there are no industrial installations with substantially increased emissions or new relevant exposure in their vicinity within its area or nearby in a neighbouring authority.

3.2.3 New or Significantly Changed Installations with No Previous Air Quality Assessment

There are no new or significantly changed industrial installations for which previous air quality assessments have not been carried out and which could give rise to potentially significant emissions of regulated pollutants either within Bridgend or within neighbouring local authorities.

SRS on behalf of the BCBC can confirm that there are new or proposed industrial installations for which planning approval has been granted within its area or nearby in a neighbouring authority.

3.2.4 Major Fuel (Petrol) Storage Depots

SRS on behalf of the BCBC can confirm that there are major fuel (petrol) storage depots within the Local Authority area, but these have been considered in previous reports.

3.2.5 Petrol Stations

There are no new petrol stations in the Bridgend with throughputs greater than 2000m³ per annum with a busy road nearby where there is relevant exposure within 10m of the pumps.

SRS on behalf of the BCBC can confirm that there are no petrol stations meeting the specified criteria.

3.2.6 Poultry Farms

The criteria for assessing poultry farms are set out in Table 7.3, point 4 of TG (16) (Defra, 2016). No farms exceeding the relevant criteria (turkey units with greater than 100,000 birds, naturally ventilated units with greater than 200,000 birds or mechanically ventilated units with greater than 400,000) have been identified.

SRS on behalf of the BCBC can confirm that there are no poultry farms meeting the specified criteria.

3.3 Commercial and Domestic Sources

3.3.1 Biomass Combustion – Individual Installations

As previously identified in the 2011 Progress Report, planning consent had been granted for the installation of a Bio-Gas Plant with gas pipeline and in vessel composting facility. It has however been established that the proposed development will not have a significant impact on air quality.

The 2016 Progress Report highlighted that planning consent has been granted for the installation of a biomass plant within the Llynfi Valley. However, the plant has not yet been installed. In 2019 an application was received by BCBC planning to change the intended fuel used for the facility (P/19/275/RLX). Air quality comments were made in respect to this request, whereby additional information was sought in the form of a supporting Environmental Impact Assessment (EIA). Following further discussions, in January 2020 the decision was made and agreed in the form of a screening direction with an applicable representative for the Welsh Minister of Housing and Local Government, outlining that the development does constitute as an “EIA Development” in the context of the Town and Country Planning (Wales) Regulations, 2017.

3.3.2 Biomass Combustion – Combined Impacts

Previous reports have confirmed that there are no known areas in Bridgend where coal or solid fuel burning provides a significant level or primary household heating. Nothing has changed in this regard since the 2020 APR, despite the potential for increasing popularity of solid fuel heating with increased fossil-fuel prices, and there is no need to consider this further at this time.

3.4 Other Sources

3.4.1 Domestic Solid-Fuel Burning

Previous reports have confirmed that there are no known areas in Bridgend where coal or solid fuel burning provides a significant level or primary household heating. Nothing has changed in this regard since the 2020 APR, despite the potential for increasing popularity of solid fuel heating with increased fossil-fuel prices, and there is no need to consider this further at this time.

It should be noted that the Council receives several enquiries each year from residents in respect of national or local requirements were they to wish to install log-burners or similar appliances in their homes. There are no smoke control areas in Bridgend and hence no legal requirements regarding appliances that may be installed. However, residents are always reminded of the legislation in

respect of statutory smoke nuisance and, where they can't be persuaded otherwise for reasons of air quality and health, recommended to seek out an appliance certified for use in a smoke control area.

SRS on behalf of the BCBC can confirm that there are no areas of significant domestic fuel use in the Local Authority area.

4 Planning Applications

P/19/18FUL

A planning application was received in January 2020 with the proposed development of a single dwelling at the rear of a residential premises in Park Street, in Bridgend

The proposed development lies close to an Air Quality Management Area (AQMA) declared by Bridgend County Borough Council for exceedances of the annual mean nitrogen dioxide (NO₂) objective. The new residential property will be subject to the impacts of road traffic emissions from the adjacent road network. As the proposed development is a single dwelling, the impact of traffic generated by the development has been screened out of the assessment

It has been concluded through the assessment that the overall operational air quality effects are judged to be 'not significant', and the future residents of the development will experience acceptable air quality, with pollutant concentrations well below the objectives.

P/20/263FUL

The air quality impacts associated with the proposed residential development at St John's School, Porthcawl, Bridgend have been assessed. Locally measured nitrogen dioxide concentrations are well below the annual mean objective, and new residential properties within the proposed development will be set back from local roads. Future residents of the proposed development are therefore likely to experience acceptable air quality. The proposed development will generate additional traffic on

the local road network; however, the assessment has shown that there will be no significant effects at any existing sensitive receptor.

During the construction works, a range of best practice mitigation measures will be implemented to reduce dust emissions and the overall effect will be 'not significant'; appropriate measures have been set out in this report, to be included in the Dust Management Plan for the works.

Overall, the construction and operational air quality effects of the development are judged to be 'not significant'

P/18/1006/FUL

In 2019 a planning application was received to review and inform a decision regarding the development of 127 residential properties and supporting infrastructure on the former Ysgol Bryn Castell Site, which is earmarked for residential development, under policy COM2 (7) of Bridgend County Borough Council Local Development Plan.

The following comments were made in accordance with its submitted air quality assessment.

In accordance with planning application P/18/1006/FUL an Air Quality Assessment (AQA) has been undertaken to ascertain the likely air quality impacts associated with the proposed development through its construction and operational phases.

These comments support the re-submission of the proposal's air quality assessment (AQA) following an initial review undertaken by Shared Regulatory Services (SRS). Following the initial review of the originally submitted AQA it was deemed necessary for the applicant to amend the AQA and submit an emissions mitigation statement (EMS) which would include a damage cost calculation. This damage cost calculation is used to develop an appropriate level of mitigation which should broadly equate to the calculated value. The assessment undertaken follows Defra's Air Quality Damage Cost guidance, January 2019.

For the construction phase of the proposed development a high risk has been identified with respect to dust as a result of construction phase activities (Earthworks, Construction & Trackout). Persimmon Homes West Wales has produced a Dust Emission Control Plan which outlines key

measures to control any dust generating activity associated with the proposal. Having reviewed this documentation, SRS on behalf of BCBC are satisfied that the suggested mitigation measures will look to offset and suppress the high-risk concerns expected with the proposal. It is therefore essential that this Dust Emission Control Plan is utilised as a control document during the construction of the proposal to alleviate concerns associated with dust.

For the operational phase of the development, the report utilises detailed dispersion modelling (ADMS- Roads) to depict whether existing and future residents will be made susceptible to any adverse changes in air quality levels, particularly focusing upon transport derived nitrogen dioxide (NO₂) and particulate matter (PM₁₀ & PM_{2.5}).

For operational purposes, in order to determine potential impacts to air quality as a result of increased traffic movements associated with the development, the air quality modelling considers an understanding for a baseline scenario (2019) and a projected year of opening scenario (2023). The modelling adopts best practise guidance and considers a conservative approach to provide expected outcomes.

A number of existing sensitive receptor locations and future sensitive receptors have been examined, quantifying the level of impact predicted at their locations. In total there is 1 identified sensitive receptor (R5) subjected to a moderate adverse impact for annual mean NO₂ levels, for a proposed year of opening 2023. R5 is confirmed as a residential property. The potential impact for annual mean air quality levels (NO₂, PM₁₀ & PM_{2.5}) at all other receptors for the proposed year of opening is classified as negligible.

Drawing reference to Receptor R5, the modelling outlines a moderate adverse impact for annual mean NO₂ for a 2023 scenario, rising from 49.1 µg/m³ 'Without Scheme' to 49.5 µg/m³ 'With Scheme'. Although the report's modelling ensures a conservative approach, highlights an expectant decrease from a 2019 baseline scenario of 7.8 µg/m³ and documents the already existent air quality concern (annual average NO₂) for Park Street, an adverse impact to air quality is still prevalent and documented by the report.

Bridgend's Park Street Air Quality Management Area (AQMA) was established due to elevated and exceeding levels of annual mean NO₂. Receptor R5 lies within the boundary of the AQMA, and it is

apparent from the modelling undertaken that annual mean NO₂ levels are forecasted to worsen with the proposed development in place. It must be acknowledged that there is no safe level as such when it comes to potential impacts of pollutants. Shared Regulatory Services (SRS) on behalf of Bridgend County Borough Council (BCBC) do not consider these levels as low as reasonably practicable. Note that Welsh Government's Local Air Quality Management Policy Guidance, June 2017, paragraph 2.7 states:-

2.7 Any public body or group of public bodies developing or implementing a local or regional long-term plan or strategy with potential implications for air quality should as a minimum ensure it does not contribute to future breaches of the national air quality objectives. However, the national air quality objectives are not 'safe' levels of air pollution. Rather they represent a pragmatic threshold above which government considers the health risks associated with air pollution are unacceptable. Air just barely compliant with the objectives is not 'clean' and still carries long-term health risks. Nitrogen dioxide and particulate matter currently have no safe threshold defined, and the lower the concentration of those pollutants, the lower the risks of adverse health effects in the exposed population. Therefore, while compliance with the national air quality objectives is essential, it is desirable to keep levels of pollution as low as reasonably practicable.

Welsh Government's Planning Policy Wales, December 2018, paragraph 6.7.2 replicates the above statement.

The report suggests potential long-term health risks for local residents as they will be made susceptible to the quantified concerning air quality levels. Without the guarantee of sufficient mitigation measures local residents occupying the Park Street AQMA will be made susceptible to worsened air quality.

Furthermore, for obvious reasons 2019 annual average datasets were not available when devising the scope of works for the supporting AQA, however there are significant concerns from an SRS/BCBC perspective whereby NO₂ datasets examined along Park Street are significantly elevated. Based on preliminary datasets gathered in 2019, existing and newly implemented NO₂ sites along Park Street suggested worsened air quality. The experienced levels do not only exceed the NO₂ annual average air quality objective set at 40µg/m³ but in 2019 were close to breaching the 1- hour objective set as 200 µg/m³ not to be exceeded more than 18 times per year.

In order to alleviate the operational impacts associated with the proposal the applicant has appointed Defra's Air Quality Damage Cost guidance, January 2019 which can be used to support the appropriateness of any developed mitigation package. As depicted by paragraph 6.28.

The total emissions 'damage' cost value for the proposed development, based on the latest Defra guidance, has been calculated as £70,545.

The report outlines several proposed mitigation measures which the applicant is committed to implementing:

- The provision of a ghost island on Park Street onto Heol Y Nant to reduce congestion and hence pollution.
- The inclusion of the link to the active travel network including a 3 metre wide cycle/pedestrian route (encouraging a modal shift away from cars);
- A travel plan including details of public transport, active travel routes and potentially any car sharing opportunities in the area; and
- The provision of green infrastructure through a detailed landscaping scheme with the inclusion of tree, hedgerow and shrub planting.

To facilitate the above listed mitigation package I would like to see a suggested timetable for implementation of the suggested measures. To provide a positive impact, the measures will need to be implemented prior to the proposed year of opening.

Suggested Condition: Implementation & Quantify a Scheme of Mitigation Measures

Prior to any above ground development works associated with the proposal, the applicant is required to develop a scheme of mitigation measures associated with the proposal. The applicant is required to provide evidence how the devised mitigation scheme will provide positive benefits to air quality at identified sensitive receptors projected to be in exceedance of the annual average NO₂

air quality objective within the Park Street AQMA boundary. The proposal of mitigation schemes will need to be submitted and approved by the Local Planning Authority. As part of the condition; once agreed the applicant is required to implement the mitigation proposals outlined.

If appropriate mitigation measures to protect existing residents and future occupiers of the development cannot be implemented to ensure compliance with existing national air quality objectives then the development must not proceed.

Reason: To safeguard the amenity of existing and future residents.

Following on from the comments made in respect to the submitted air quality assessment, the development has been granted planning consent subject to the satisfaction and discharge of accompanying planning conditions.

From an air quality perspective the following conditions have been imposed as part of planning committee's decision notice:

Condition 25. Prior to the commencement of development, full details and timescales of the mitigation measures as recommended and set out in the Air Quality Assessment, June 2019, shall be submitted to and agreed in writing by the Local Planning Authority. The development shall be implemented in accordance with the agreed details and timescales.

Reason: In the interests of safeguarding residential amenities and air quality.

Condition 27. No development shall commence until a scheme for the provision of a right hand holding turning lane on the A473/Park Street – Heol y Nant Junction has been submitted to and approved in writing by the Local Planning Authority. The approved holding/turning lane shall be safety audited to stage 2/3, constructed and implemented in permanent materials prior to the first occupation of any dwellings on site and retained thereafter in perpetuity.

Reason: In the interests of highway safety and to safeguard air quality.

Conditional consent has been granted to this application.

5 Policies and Strategies Affecting Airborne Pollution

5.1 Air Quality Planning Policies

Local Development Plan (LDP) 2006- 2021. The document provides a framework for sustainable development within the County Borough of Bridgend, outlining strategies and policies for future land use and development.

One of the main strategic LDP objectives is highlighted in Strategic Policy 4 (SP4) which promotes the conservation and enhancement of the natural environment. SP4 illustrates that development proposals will not be permitted where they have an adverse impact upon the quality of natural resources, including water air and soil.

Also highlighted within the LDP document is Policy ENV 7 (Natural Resource Protection and Public Health).

“Development proposals will only be permitted where it can be demonstrated that they would not cause a new, or exacerbate an existing, unacceptable risk of harm to health, biodiversity and/or local amenity due to air pollution”

Where proposed developments indicate negative impacts, measures and mitigation methods must be detailed to enable impacts to be minimised to an acceptable level. For example, in terms of air quality, measures can include the production of an Air Quality Assessment and the implementation of conditions.

The LDP documentation for Bridgend County Council is available at http://www1.bridgend.gov.uk/media/174812/ldp_text.pdf

The LDP document has been under review since 2018. SRS are feeding into this document where necessary to outline air quality as an influential consideration and ensure its importance within the decision-making process. Refer to the following link for useful questions and answers in regard to the new plan’s development.

<https://www.bridgend.gov.uk/news/the-replacement-local-development-plan-explained/>

5.2 Local Transport Plans and Strategies

The Local Transport Plan (LTP) 2015- 2030

The Local Transport Plan (LTP) 2015- 2030. The Welsh Government now requires local authorities in Wales to prepare and adopt Local Transport Plan (LTPs) as the framework for identifying local transport schemes for improvements. LTPs therefore replace Regional Transport Plans.

Under guidance from the Welsh Government, local authorities have the choice to develop and adopt either joint LTPs with neighbouring local authorities or a stand-alone LTP for their own geographical area.

Bridgend County Borough Council has opted for the latter approach in view of the uncertainty of the future of local authority boundaries and structures amid discussions of reorganisation of local government.

The LTP looks to tackle growing traffic levels (and hence air quality impacts) by providing strategies which focus upon providing efficient and effective transport networks.

“The Council is mindful of the broader negative impact of transport related emissions on health and the natural environment”

“To reduce the environmental impact of transport, the LTP includes measures and interventions that will increase opportunities for active travel, encourage the use of public transport and promote modal integration.”

The LTP policy recognises the Council’s objective to achieving sustainable travel (alternatives to using cars) and reducing negative impacts on the environment. The policy suggests that through improved transport infrastructure and transport services this can be achieved.

The LTP policy is available at <http://www1.bridgend.gov.uk/media/352797/bridgend-ltp-wg-approved-version-may-2015.pdf>

5.3 Active Travel Plans and Strategies

In September 2014, the Welsh Government introduced the Active Travel (Wales) Act. This measure legally requires Welsh local authorities to map and plan suitable routes for Active Travel within certain areas, as designated by the Welsh Government.

Following formal public consultation and review by Welsh Government, BCBC has produced Integrated Network Maps (INM) that show highlighted routes dedicated to pedestrians and cyclists.

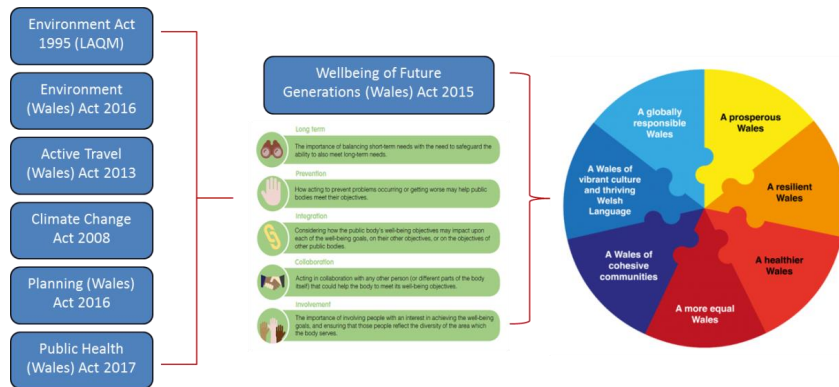
The maps are available to download from;

<https://www.bridgend.gov.uk/residents/roads-transport-and-parking/active-travel-routes/>

5.4 Local Authorities Well-being Objectives

In 2015 Welsh Government made a new law called the Well-being of Future Generations (Wales) Act. The new law has the sustainable development principle at its heart. This means that we need to work in a way that improves wellbeing for people today without doing anything that could make things worse for future generations.

As highlighted in the earlier Figure 5 there are seven national well-being goals that form the basis of the Act and five ways of working which support the goals.



Public, third and business sectors have come together in Bridgend to form a Public Services Board (PSB). Bridgend PSB is committed to working together to improve wellbeing in Bridgend County Borough now and in the future. Bridgend PSB has used the sustainable development principle and the new five ways of working to develop a Well-Being Plan (2018-2023).

The plan outlines the things that Bridgend PSB will work together on, over the next five years, well-being objectives and steps, and provide a vision for how Bridgend will look in 10 years' time. The plan is seen as a mechanism that provides the best possible means of working to help understand the underlying causes of problems and prevent those problems getting worse or happening in the future.

Contributing to the seven national well-being goals and long-term vision for Bridgend, Bridgend PSB has developed four main objectives.

Figure 25- Bridgend PSB Four Well-being Objectives



In accordance with air quality, as part of the objective for “Healthy Choices in a Healthy Environment” Bridgend PSB outlines that resources are best utilised and collaborative working ensures that the built, cultural and natural environment remains resilient in future. The priority areas to endorse and encourage the success of the objective will include working together to maximise benefit from cultural, built and natural assets. It will also look at promoting a more resource and energy efficient way of living and working. In order to measure the success of promoting a more resource and energy way of living air quality, particularly NO₂ levels will be examined.

Bridgend PSB Well-being Plan is available at.

<https://www.bridgend.gov.uk/media/3657/bridgend-wellbeing-bps-plan-e-0518.pdf>

5.5 Green Infrastructure Plans and Strategies

Outlined in Bridgend’s Local Development Plan (LDP) 2006- 2021, Policy ENV5 focuses upon Green infrastructure.

Policy ENV5

Green Infrastructure

Green infrastructure will be provided through the protection and enhancement of existing natural assets and the creation of new multi-functional areas of green space. Green infrastructure corridors will connect locations of natural heritage, green space, biodiversity or other environmental interest. They will be safeguarded through:

- 1) Not permitting development that compromises their integrity and therefore that of the overall green infrastructure framework;
- 2) Using developer contributions to facilitate improvements to their quality and robustness;
- 3) Investing in appropriate management, enhancement and restoration, and the creation of new resources.

A Supplementary Planning Guidance (SPG) concerning Green Infrastructure was produced in 2014 by BCBC to provide a detailed understanding to the elements raised in the LDP.



-The document highlights how the Council expect habitats to be considered as part of development proposals within the County Borough of Bridgend. It also introduces the concept of adopting a *Green Infrastructure Approach* to development.

In addition to the above, outlined within the Bridgend PSB Well-being Plan, as part of the objective “Healthy Choices in a Healthy Environment” and priority area to include working together to maximise benefit from cultural, built and natural assets, the steps involved will:

- identify opportunities to improve the green asset base by implementing the Bridgend Nature Recovery Plan.
- improve the public estate and green spaces in urban areas by encouraging award of green flag status.

5.6 Climate Change Strategies

All development proposals will be required to make a positive contribution towards tackling the causes of, and adapting to the impacts of Climate Change and Peak Oil issues. Means of achieving this may include:

- Having lower carbon energy requirements by reducing energy demand, and promoting energy efficiency;
- Utilising local materials and supplies wherever feasible;
- Encouraging the development of renewable energy generation;
- Having a location and layout which reflects sustainable transport and access principles, thereby reducing the overall need to travel;
- Having a design, layout and landscaping which:
 - (i) helps wildlife and habitats to adapt to the changing climate;
 - (ii) assists cooling of the urban environment, including the use of passive building techniques where appropriate;
- Using resources more efficiently and minimising wastewater use and pollution;
Avoiding or minimising the risk from flooding and/ or adapting to the increased risk of flooding, coastal erosion and warmer annual mean temperatures; and
- Promoting sustainable building methods and drainage systems where appropriate.

6 Conclusion and Proposed Actions

6.1 Conclusions from New Monitoring Data

Annual average datasets outline continued elevated and exceeding levels of NO₂ at sensitive receptor locations situated on Park Street within the established AQMA Order boundary. It is noted that monitoring undertaken in 2020 at sites OBC-110 & OBC-123, located on Park Street at residential facades exceed the annual average air quality objective set at (40µg/m³) for NO₂. All automated and non- automated datasets show compliance with the air quality objectives at **every other monitored location**.

6.2 Conclusions relating to New Local Developments

Section 3.5 details a number of local developments seeking planning consent recently or for which a planning application has been received.

These applications have been handled accordingly where Air Quality Assessments have been produced and appropriate planning conditions applied.

6.3 Other Conclusions

There are no other conclusions to be drawn from the information provided herein.

6.4 Proposed Actions

SRS/ BCBC are working in accordance with WG's Policy Guidance to produce an Air Quality Action Plan (AQAP).

Work Steering Group and Public Engagement

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

Proposed Mitigation Measures

Collaborating the ideas and suggestions made to date a list of proposed mitigation measures has been put together. Sub-section 1.3 displays Table 2 outlining proposed mitigation measures for the Park Street AQMA.

An indicative cost and benefit score has also been provided for each action in Table 3. The potential actions have been scored for cost benefit and the resulting rank in order to identify the most deliverable actions. Estimated costs (1 for high cost to 5 for low cost) were multiplied by a sum of the likely benefit from reducing pollution and people's exposure to the pollution (10 for high and 1 for low) to provide a score. The highest score shows the greatest cost benefit according to the opinions of the project team. The measures in Table 3 are listed in order of their ranking score (most deliverable at the top).

Following the indicative Cost Benefit Analysis, it is agreed by the AQAP Work Steering Group to pursue mitigations options that will manage and improve traffic flows through the Park Street AQMA. Queuing and inconsistent traffic flows would appear to be the principal cause of the portrayed poor air quality levels. It is also concerning given the level of surrounding development scheduled, there is the likelihood of increased pressure for the network and consequentially air quality levels along Park Street. It is necessary that to proceed with the development of a successful and meaningful AQAP the Council would need to make the decision whether to undertake detailed transport and air quality assessments to quantify and ensure that correct mitigation measures are implemented. A decision is yet to be made about progressing with the detailed modelling following the receipt of a few proposals from external consultants.

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- Updating and Screening Assessment of Air Quality in Bridgend County Borough, July 2003

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- Local Air Quality Management Progress Report, June 2016
- Local Air Quality Management Progress Report, August 2017
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- Local Air Quality Management Progress Report, August 2019

Appendices

Appendix A: Monthly Diffusion Tube Monitoring Results

Appendix B: A Summary of Local Air Quality Management

Appendix C: Air Quality Monitoring Data QA/QC

Appendix D: AQMA Boundary Maps

Appendix E: Impact of COVID-19 upon LAQM

Appendix A: Quality Assurance / Quality Control (QA/QC) Data

Table 16 - Full Monthly Diffusion Tube Results for 2020 ($\mu\text{g}/\text{m}^3$)

| Site No | Nitrogen Dioxide Sites, Bridgend CBC | Grid Ref | Class | Distance of measurement from Kerb (m) | Distance from Kerb to Receptor | Relevant Exposure in m | 07/01/2020 - 05/02/2020 | 06/02/2020 - 05/03/2020 | 07/03/2020 - 04/04/2020 | 04/04/2020 - 02/07/2020 | 03/07/2020 - 30/07/2020 | 30/07/2020 - 03/09/2020 | 03/09/2020 - 29/09/2020 | 29/09/2020 - 01/11/2020 | 01/11/2020 - 04/12/2020 | 04/12/2020 - 07/01/2021 | AVERAGE SINCE JAN 20 | Bias Corrected & Annualised (Correction Factor 0.76) |
|---------|--------------------------------------|-------------------|------------------|---------------------------------------|--------------------------------|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|----------------------|--|
| OBC-107 | 17 Tondur Road, Bridgend | SS 2903047 179655 | Roadside | 2.00 | 2.00 | 0.00 | 51.20 | 38.6 | 21.8 | 22.8 | 20.8 | 29.6 | 35.2 | 25.5 | 40.9 | 41.2 | 32.8 | 24.9 |
| OBC-108 | 43 Tondur Road, Bridgend | SS 2904147 179836 | Kerbside | 0.90 | 0.93 | 0.00 | 60.4 | 49.7 | 26.9 | 31.6 | 29.7 | 33.0 | 41.1 | 36.8 | 45.2 | 44.2 | 39.9 | 30.3 |
| OBC-102 | 4 Sunnyside | SS 290354 179807 | Roadside | 2.95 | 2.95 | 0.00 | 30.8 | 23.3 | 17.4 | 14.3 | 12.2 | | 24.7 | 26.5 | 33.9 | 33.1 | 24.0 | 18.3 |
| OBC-103 | 39 Park Street | SS 290250 179782 | Kerbside | 1.20 | 1.20 | 0.00 | 60.2 | 38.4 | 25.8 | | 27.6 | 34.9 | 34.5 | 40.7 | 50.0 | 47.6 | 40.0 | 30.4 |
| OBC-104 | 51 Park Street | SS 290286 179800 | Kerbside | 1.05 | 1.05 | 0.00 | | 38.4 | 31.8 | | 25.2 | 39.1 | 40.8 | 42.9 | 45.2 | 47.9 | 38.9 | 29.8 |
| OBC-109 | 32 Park Street | SS 290239 179795 | Roadside | 7.5 | 7.5 | 0.00 | 29.7 | 21.9 | | | | 71.9 | 25.5 | 26.4 | 26.8 | 33.7 | 20.4 | |
| OBC-122 | Post on St Leonards Road | SS 289919 179755 | Kerbside | 1.0 | 5.0 | 4.00 | 24.5 | 17.3 | 14.9 | 14.8 | 9.4 | | 18.3 | 21.3 | 30.0 | 29.0 | 19.9 | 15.2 |
| OBC-123 | 93 Park Street Bridgend | SS 289954 179705 | Roadside | 0.9 | 0.9 | 0.00 | 87.8 | 53.9 | 41.6 | 47.0 | 37.5 | 53.5 | 59.3 | 54.4 | 66.6 | | 55.7 | 42.4 |
| OBC-124 | 133 Park Street | SS 289859 179710 | Roadside | 7.0 | 7.0 | 0.00 | 26.5 | 16.8 | 11.2 | 11.9 | 10.5 | 12.2 | 16.0 | 14.9 | 25.1 | 24.5 | 17.0 | 12.9 |
| OBC-110 | 101/103 Park Street | SS 289988 179701 | Kerbside | 0.9 | 0.9 | 0.00 | 63.3 | 59.3 | 41.2 | 43.4 | 31.0 | 49.8 | 58.6 | 52.6 | 85.0 | 69.2 | 57.4 | 43.6 |
| OBC-101 | Bridgend City Centre | SS 290489 179837 | Urban Centre | 85.0 | 77.7 | | | 18.1 | 11.5 | | 9.1 | 12.8 | | 18.5 | | 28.9 | 16.5 | 13.6 |
| OBC-111 | 01 Cowbridge Road | SS 290700 179305 | Roadside | 4.25 | 4.95 | 0.70 | 39.1 | 24.3 | 20.3 | 18.2 | 13.3 | 17.0 | 26.2 | 26.8 | 36.1 | 37.5 | 25.9 | 19.7 |
| OBC-105 | 65 Cowbridge Road | SS 290899 179185 | Roadside | 4.10 | 4.10 | 0.00 | 33.6 | 21.5 | 14.9 | 13.6 | 12.4 | 18.0 | 21.9 | 25.2 | 33.4 | 33.6 | 22.8 | 17.3 |
| OBC-106 | 38/40 Cowbridge Road | SS 290826 179210 | Kerbside | 0.90 | 4.20 | 3.30 | | 27.7 | 19.3 | 20.0 | 18.7 | 31.9 | 40.6 | 39.7 | 53.4 | 54.7 | 34.0 | 25.8 |
| OBC-121 | 29 Heol Tre Darr | SS 291510 179734 | Roadside | 5.00 | 5.00 | 0.00 | 31.2 | 19.2 | 14.0 | 11.5 | 9.2 | 15.5 | 17.7 | 19.5 | 29.7 | 28.5 | 19.6 | 14.9 |
| OBC-112 | 33 Cowbridge Road | SS 302974 180788 | Kerbside | 0.90 | 0.90 | 0.00 | 54.6 | 31.5 | 26.2 | | 14.4 | 24.3 | 26.6 | 29.5 | | 42.5 | 31.2 | 23.7 |
| OBC-988 | Co-location -Tube 1 | SS 290566 179566 | Roadside | 2.20 | 2.20 | 0.00 | 29.6 | 16.7 | 14.9 | 15.6 | 7.5 | 16.3 | 16.7 | 17.5 | 28.5 | 27.2 | 19.1 | 14.5 |
| OBC-989 | Co-location -Tube 2 | SS 290566 179566 | Roadside | 2.20 | 2.20 | 0.00 | 29.8 | 12.4 | 15.1 | 17.7 | 7.1 | | 17.7 | 17.5 | 31.1 | 26.5 | 19.4 | 14.6 |
| OBC-990 | Co-location -Tube 3 | SS 290566 179566 | Roadside | 2.20 | 2.20 | 0.00 | 29.2 | 16.9 | 16.5 | 15.3 | 7.4 | 18.5 | 18.2 | 19.7 | 28.8 | 28.8 | 19.9 | 15.1 |
| OBC-113 | 127 Priory Avenue | SS 290616 179394 | Roadside | 5.00 | 10.00 | 5.00 | 25.5 | 14.8 | 10.1 | 10.7 | 10.0 | 12.3 | 15.9 | 15.3 | 21.8 | 24.3 | 16.1 | 12.2 |
| OBC-114 | 97 Ewenny Road | SS 290699 179596 | Roadside | 23.00 | 23.00 | 0.00 | 31.9 | 13.5 | 12.9 | | | | | | | 69.3 | 31.9 | 20.3 |
| OBC-115 | 105 Ewenny Road | SS 290667 179529 | Roadside | 12.00 | 12.00 | 0.00 | 30.7 | 21.1 | 16.4 | 15.2 | 11.6 | 17.9 | 22.3 | 22.4 | 26.6 | 30.2 | 21.4 | 16.3 |
| OBC-128 | Mt Street Maesteg | 89805 SS 86218 | Roadside | 1 | 1 | | 23.0 | 14.6 | 9.1 | | 8.1 | 15.6 | | 13.3 | 20.7 | 17.7 | 15.3 | 11.6 |
| OBC-125 | 60 Commercial Street, Maesteg | SS 285299 191136 | Roadside | 2.0 | 2.0 | 0.00 | | 25 | 14.6 | 25.2 | 14.5 | 18.8 | 25.5 | 26.1 | 29.8 | | 22.4 | 19.3 |
| OBC-097 | 22 Colly Road, Bridgend | SS 290697 180185 | Roadside | 5.30 | 5.30 | 0.00 | 38.2 | 24.3 | 18.1 | 18.0 | 12.8 | 22.3 | 28.4 | 26.10 | 34.30 | 34.60 | 25.7 | 19.5 |
| OBC-098 | 26 Colly Road, Bridgend | SS 290691 180198 | Roadside | 4.20 | 4.20 | 0.00 | 38.8 | | 15.3 | 16.0 | | 18.1 | 22.7 | 25.40 | 33.90 | | 24.3 | 18.3 |
| OBC-099 | 42 Colly Road, Bridgend | SS 290693 180251 | Roadside | 5.60 | 5.60 | 0.00 | 45.7 | 20.4 | 16.6 | 16.2 | 11.3 | 17.0 | 21.8 | 24.10 | 30.10 | 32.60 | 23.6 | 17.9 |
| OBC-100 | 11 Colly Road, Bridgend | SS 290623 180374 | Roadside | 4.10 | 4.10 | 0.00 | 37.9 | 25.4 | 15.1 | 17.9 | 14.2 | 20.6 | 24.3 | 24.90 | 30.00 | 19.80 | 23.0 | 17.5 |
| OBC-116 | 20 Hendre Road, Pencoed | SS 295886 181642 | Kerbside | 0.90 | 0.90 | 0.00 | 32.4 | 17.6 | 15.0 | 17.3 | 12.3 | 18.1 | 23.5 | 23.20 | 29.40 | 29.60 | 21.8 | 16.6 |
| OBC-117 | 47 Hendre Road, Pencoed | SS 295641 181687 | Roadside | 8.40 | 8.40 | 0.00 | 27.1 | 17.4 | 10.8 | 13.4 | 10.2 | 13.5 | 17.0 | 18.80 | 26.20 | 25.10 | 18.0 | 13.6 |
| OBC-129 | Wern Fawr (Near Rockwell) | SS 96438 84111 | Urban Background | | | | 24 | 12.9 | 8.9 | 10.2 | 8.4 | 7.8 | 11.5 | 10.7 | 15.5 | 10.4 | 12.0 | 9.1 |
| OBC-120 | 105 New Road, Porthcawl | SS 282264 177237 | Roadside | 0.90 | 0.90 | 0.00 | 16 | 11.2 | 9.9 | 11.1 | | | 18.3 | 17.70 | 22.10 | | 15.2 | 10.9 |
| OBC-126 | Tremains Road, Bridgend | SS 91117 79520 | Roadside | 3 | 3 | 0 | 34.6 | 22.6 | 15.6 | 16.9 | 10.0 | 17 | 23 | 21.8 | 32.7 | 31.8 | 22.6 | 17.2 |
| OBC-127 | Cowchurch Road, Brackla | SS 92236 79473 | Kerbside | 2 | 5 | 0 | 29.4 | 18.3 | 15.9 | 15.7 | 11.2 | 11 | 20 | 20.7 | 31.4 | 25.0 | 19.9 | 15.1 |

Notes:

Exceedances of the NO₂ annual mean objective of 40 $\mu\text{g}/\text{m}^3$ are shown in **bold**.

NO₂ annual means exceeding 60 $\mu\text{g}/\text{m}^3$, indicating a potential exceedance of the NO₂ 1-hour mean objective are shown in **bold and underlined**.

(1) See Appendix C for details on bias adjustment and annualisation.

(2) Distance corrected to the nearest relevant public exposure

Appendix B: A Summary of Local Air Quality Management

6.5 Purpose of an Annual Progress Report

This report fulfils the requirements of the Local Air Quality Management (LAQM) process as set out in the Environment Act 1995 and associated government guidance. The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas and to determine whether or not the air quality objectives are being achieved. Where exceedances occur, or are likely to occur, the local authority must then declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) within 18 months of declaration setting out the measures it intends to put in place in pursuit of the objectives. Action plans should then be reviewed and updated where necessary at least every five years.

For Local Authorities in Wales, an Annual Progress Report replaces all other formal reporting requirements and have a very clear purpose of updating the general public on air quality, including what ongoing actions are being taken locally to improve it if necessary.

6.6 Air Quality Objectives

The air quality objectives applicable to LAQM in Wales are set out in the Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138), Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298), and are shown in Table 21.

The table shows the objectives in units of microgrammes per cubic metre $\mu\text{g}/\text{m}^3$ (milligrammes per cubic metre, mg/m^3 for carbon monoxide) with the number of exceedances in each year that are permitted (where applicable).

Table 17 - Air Quality Objectives Included in Regulations for the Purpose of LAQM in Wales

| Pollutant | Air Quality Objective: Concentration | Air Quality Objective: Measured as | Date to be achieved by |
|---|--|--|---------------------------|
| Nitrogen Dioxide (NO₂) | 200µg/m ³ not to be exceeded more than 18 times a year | 1-hour mean | 31.12.2005 |
| Nitrogen Dioxide (NO₂) | 40µg/m ³ | Annual mean | 31.12.2005 |
| Particulate Matter (PM₁₀) | 50µg/m ³ , not to be exceeded more than 35 times a year | 24-hour mean | 31.12.2010 |
| Particulate Matter (PM₁₀) | 40µg/m ³ | Annual mean | 31.12.2010 |
| Sulphur dioxide (SO₂) | 350µg/m ³ , not to be exceeded more than 24 times a year | 1-hour mean | 31.12.2004 |
| Sulphur dioxide (SO₂) | 125µg/m ³ , not to be exceeded more than 3 times a year | 24-hour mean | 31.12.2004 |
| Sulphur dioxide (SO₂) | 266µg/m ³ , not to be exceeded more than 35 times a year | 15-minute mean | 31.12.2005 |
| Benzene | 16.25µg/m ³ | Running annual mean | 31.12.2003 |
| Benzene | 5µg/m ³ | Annual mean | 31 12 2010 |
| 1,3 Butadiene | 2.25µg/m ³ | Running annual mean | 31.12.2003 |
| Carbon Monoxide | 10.0mg/m ³ | Maximum Daily Running 8-Hour mean | 31.12.2003 |
| Lead | 0.25µg/m ³ | Annual Mean | 31.12.2008 |

Appendix C: Air Quality Monitoring Data QA/QC

Diffusion Tube Bias Adjustment Factors

A database of bias adjustment factors determined from Local Authority co-location studies throughout the UK has been collated by the LAQM Helpdesk. The National Diffusion Tube Bias Adjustment Factor Spreadsheet (Version 06/21) was used to obtain an overall adjustment factor of 0.76 from the input data shown in the following screenshot. This overall factor is based on 42 co-location studies where the tube preparation method and analysis laboratory used were the same as those used by SRS.

Figure 26 - National Diffusion Tube Bias Adjustment Factor Spreadsheet

| National Diffusion Tube Bias Adjustment Factor Spreadsheet | | | | | | Spreadsheet Version Number: 06/21 | | | | |
|--|--------------------|---|--|--|--------------------------|---|--|----------|-----------------------------|------------------------------------|
| Follow the steps below in the correct order to show the results of relevant co-location studies | | | | | | | | | | |
| Data only apply to tubes exposed monthly and are not suitable for correcting individual short-term monitoring periods | | | | | | | | | | |
| Whenever presenting adjusted data, you should state the adjustment factor used and the version of the spreadsheet | | | | | | | | | | |
| This spreadsheet will be updated every few months: the factors may therefore be subject to change. This should not discourage their immediate use. | | | | | | | | | | |
| The LAQM Helpdesk is operated on behalf of Defra and the Devolved Administrations by Bureau Veritas, in conjunction with contract partners AECOM and the National Physical Laboratory. | | | | | | Spreadsheet maintained by the National Physical Laboratory. Original compiled by Air Quality Consultants Ltd. | | | | |
| Step 1: | | Step 2: | Step 3: | Step 4: | | | | | | |
| Select the Laboratory that Analyses Your Tubes from the Drop-Down List | | Select a Preparation Method from the Drop-Down List | Select a Year from the Drop-Down List | Where there is only one study for a chosen combination, you should use the adjustment factor shown with caution. Where there is more than one study, use the overall factor ² shown in blue at the foot of the final column. | | | | | | |
| If a laboratory is not shown, we have no data for this laboratory. | | If a preparation method is not shown, we have no data for this method at this laboratory. | If a year is not shown, we have no data ² | If you have your own co-location study then see footnote ⁴ . If uncertain what to do then contact the Local Air Quality Management Helpdesk at LAQMHelpdesk@bureauveritas.com or 0800 0327953 | | | | | | |
| Analysed By ¹ | Method | Year ² | Site Type | Local Authority | Length of Study (months) | Diffusion Tube Mean Conc. (Dm) (µg/m ³) | Automatic Monitor Mean Conc. (Cm) (µg/m ³) | Bias (B) | Tube Precision ⁵ | Bias Adjustment Factor (A) (Cm/Dm) |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | East Suffolk Council | 12 | 30 | 25 | 19.6% | G | 0.84 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | UB | Canterbury City Council | 10 | 13 | 10 | 28.1% | G | 0.78 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Canterbury City Council | 9 | 26 | 20 | 29.6% | G | 0.77 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | UB | Kingston upon Hull City Council | 12 | 24 | 18 | 34.8% | G | 0.74 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Ipswich Borough Council | 12 | 27 | 21 | 28.5% | G | 0.78 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Ipswich Borough Council | 12 | 36 | 26 | 36.3% | G | 0.73 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Thanet District Council | 9 | 20 | 17 | 21.2% | G | 0.83 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Medway Council | 12 | 26 | 18 | 41.7% | G | 0.71 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | B | Medway Council | 11 | 20 | 10 | 96.3% | G | 0.51 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | B | Gravesham Borough Council | 12 | 23 | 22 | 5.6% | G | 0.95 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | B | Gravesham Borough Council | 12 | 27 | 24 | 16.1% | G | 0.86 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Monmouthshire County Council | 10 | 32 | 24 | 35.3% | G | 0.74 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | UL | North Lincolnshire Council | 13 | 18 | 14 | 26.6% | G | 0.79 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | City of York Council | 12 | 24 | 19 | 29.0% | G | 0.78 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | City of York Council | 11 | 22 | 17 | 34.3% | G | 0.74 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | City of York Council | 12 | 33 | 23 | 40.4% | G | 0.71 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Cambridge City Council | 10 | 30 | 20 | 47.6% | G | 0.68 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | R | Wrexham County Borough Council | 9 | 17 | 13 | 26.6% | G | 0.79 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | KS | Marylebone Road Intercomparison | 11 | 59 | 43 | 38.0% | G | 0.72 |
| Socotec Didcot | 50% TEA in acetone | 2020 | R | Horsham District Council | 10 | 23 | 23 | 2.2% | G | 0.98 |
| Socotec Didcot | 50% TEA in acetone | 2020 | R | Horsham District Council | 12 | 22 | 19 | 18.6% | G | 0.84 |
| Socotec Didcot | 50% TEA in acetone | 2020 | R | Horsham District Council | 9 | 25 | 18 | 42.0% | G | 0.70 |
| Socotec Didcot | 50% TEA in acetone | 2020 | R | Dacorum Borough Council | 10 | 24 | 19 | 25.2% | G | 0.80 |
| Socotec Didcot | 50% TEA in acetone | 2020 | R | Huntingdonshire District Council | 12 | 36 | 25 | 47.1% | G | 0.68 |
| SOCOTEC Didcot | 50% TEA in acetone | 2020 | | Overall Factor ² (24 studies) | | | | | Use | 0.76 |

Discussion of Choice of Factor to use

The bias adjustment factor applied to all 2020 data is 0.76. The applied bias adjustment factor has been calculated using the national diffusion tube bias adjustment factor spreadsheet version 06/21.

QA/QC of Diffusion Tube Monitoring

The diffusion tubes are supplied and analysed by Socotec UK Ltd Didcot, using the 50% triethanolamine (TEA) in water method. Socotec UK Ltd Didcot participates in the Annual Field Inter-Comparison Exercise and Workplace Analysis Scheme for Proficiency (WASP) inter-comparison scheme for nitrogen dioxide diffusion tube analysis. From April 2014 the WASP Scheme was combined with the STACKS scheme to form the new AIR scheme, which Socotec UK Ltd Didcot participates in. The AIR scheme is an independent analytical proficiency testing scheme operated by LGC Standards and supported by the Health and Safety Laboratory (HSL).

The laboratory Socotec UK Ltd Didcot is regarded ranked as the highest rank of satisfactory in relation to the WASP intercomparison scheme for spiked nitrogen dioxide diffusion tubes. Information regarding tube precision can be obtained via <http://laqm.defra.gov.uk/diffusion-tubes/precision.html> Information regarding WASP results can be obtained via <http://laqm.defra.gov.uk/diffusion-tubes/qa-qc-framework.html>

Table 18 - Bias Adjustment Factor

| Year | Local or National | National Reference | Adjustment Factor |
|------|-------------------|--------------------|-------------------|
| 2020 | National | 06/21 | 0.76 |
| 2019 | National | 09/20 | 0.75 |
| 2018 | National | 06/19 | 0.77 |

NO₂ Fall-off with Distance from the Road

No diffusion tube NO₂ monitoring locations within Bridgend required distance correction during 2020

NO₂ Fall-off with Distance from the Road

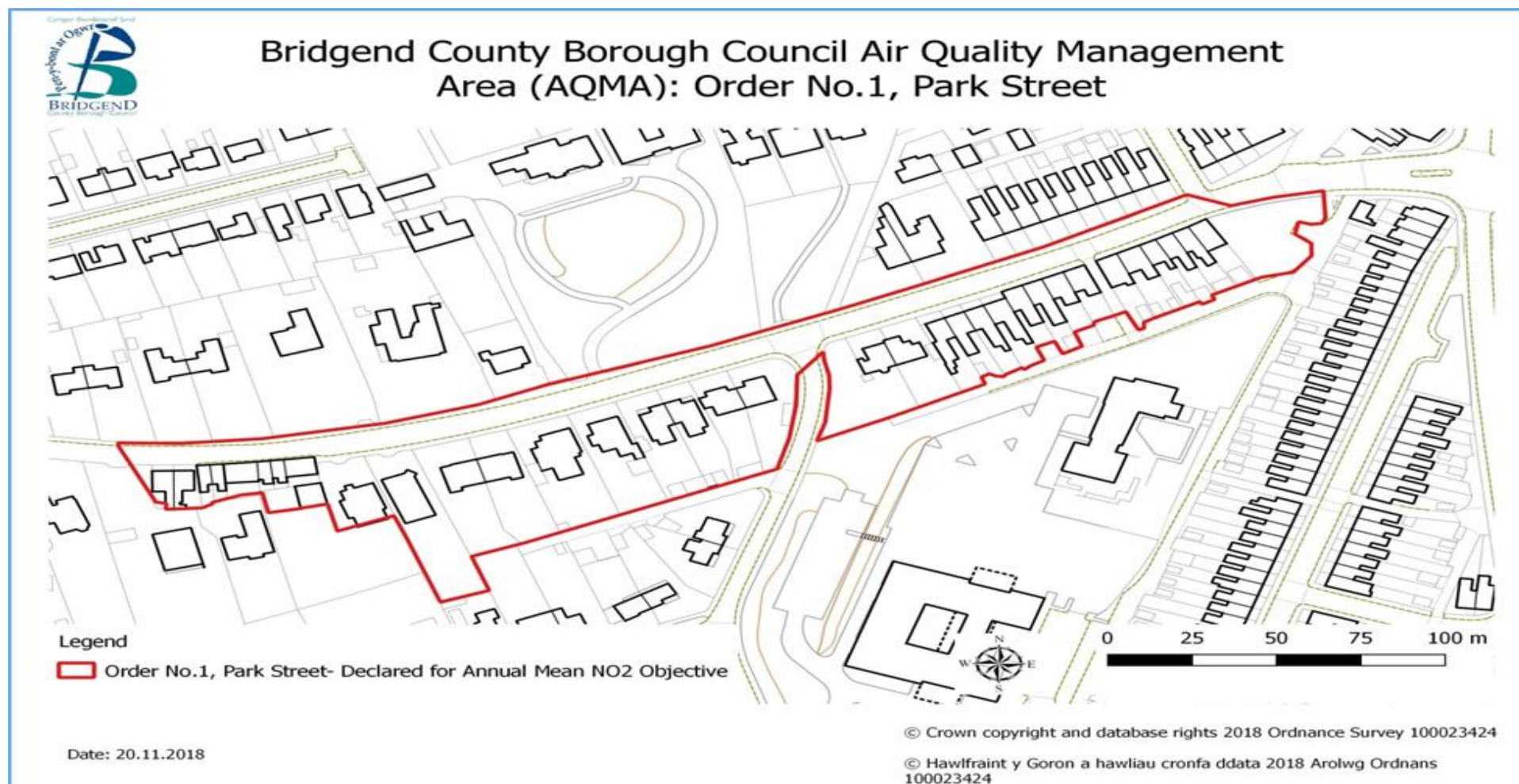
No automatic NO₂ monitoring locations within Bridgend required distance correction during 2020.

Table 19 - Annualisation Table (concentrations presented in $\mu\text{g}/\text{m}^3$)

| Site ID | Annualisation Factor St Julian's Newport | Annualisation Factor Bristol St Paul's | Average Annualisation Factor | Raw Data Annual Mean | Annualised Annual Mean | Comments |
|----------|---|--|------------------------------------|-------------------------|---------------------------|----------|
| OBC-104 | 1.0100 | 1.0055 | 1.0078 | 29.6 | 29.8 | |
| OBC-109 | 0.8397 | 0.7560 | 0.7978 | 25.6 | 20.4 | |
| OBC-101 | 1.0715 | 1.0986 | 1.0850 | 12.5 | 13.6 | |
| OBC-112 | 1.0063 | 0.9929 | 0.9996 | 23.7 | 23.7 | |
| OBC-114 | 0.8681 | 0.8099 | 0.8390 | 24.2 | 20.3 | |
| OBC-128 | 0.9623 | 0.9278 | 0.9450 | 11.6 | 11 | |
| OBC- 125 | 1.0997 | 1.1614 | 1.1305 | 17.1 | 19.3 | |
| OBC-098 | 1.0036 | 0.9825 | 0.9930 | 18.5 | 19.5 | |
| OBC-120 | 0.9606 | 0.9316 | 0.9461 | 11.5 | 10.9 | |

Appendix D: AQMA Boundary Maps

Figure 27 - Boundary Map of Park Street, Bridgend AQMA



Appendix E: Impact of COVID-19 upon LAQM

The COVID-19 pandemic has impacted air quality at local, regional and national scales and presented challenges to Local Authorities in undertaking statutory LAQM duties. This section outlines the impact of COVID 19 on air quality within Bridgend during 2020. Further detail on air quality impacts at the national scale can be viewed through the reports and seminar section of www.airquality.gov.wales/reports-seminars/reports

6.7 Impacts of COVID-19 on Air Quality within Bridgend

In 2020 an average reduction of 22% in NO₂ annual mean concentration was experienced at roadside diffusion tube monitoring sites across the County Borough relative to 2019.

Although still exceeding the NO₂ annual objective of 40µg/m³, sites OBC-010 and OBC-123 which are located in the Park Street AQMA, saw a reduction in NO₂ annual mean concentration of 21.2% and 24.1% respectively, relative to 2019.

Analysis was undertaken by air quality consultants Ricardo, on behalf of Welsh Government, to assess the impact of lockdown on air quality during the period of the 16th of March to 31st of May. This analysis showed decreases in nitrogen oxides during this period due to reduced emissions with less traffic on our roads.

Analysis of a limited sample of traffic data shows a significant drop in vehicle flows at the time of the lockdown, mostly in the Car/Light Van and Bus categories as expected. The fall-off in vehicle counts for the heavier goods vehicles is less significant.

6.8 Opportunities Presented by COVID-19 upon LAQM within Bridgend

No LAQM related opportunities have arisen as a consequence of COVID-19 within the Bridgend County Borough.

6.9 Challenges and Constraints Imposed by COVID-19 upon LAQM within Bridgend

During 2020, access to several diffusion tube monitoring sites was restricted due to their locations on residential buildings. Therefore, it was not possible to maintain diffusion tube exposure periods for April to June in line with the national monitoring calendar for several sites. This has affected data capture within 2020, resulting in a 9 non-automatic monitoring sites having to be annualised. **This has been assessed as having a Medium impact relating to Table 20.**

As a result of the unprecedented circumstances associated with the COVID-19 pandemic, there have been and there continue to be, delays in project delivery for the Park Street AQAP. Despite the existing consent issued by Welsh Government to allow for an extension to deliver the FINAL version of the AQAP by 30th September 2021, SRS have notified Welsh Government of the continued difficulties faced by the project team to deliver the AQAP. As a result, permission is requested to further extend the AQAP deadline by an additional 6-month period, thereby amending the deadline submission date to 31st March 2022.

This has been assessed as having a Medium impact relating to Table 20.

The impacts as presented above are aligned with the criteria as defined in Table 20, with professional judgement considered as part of their application.

Table 20 - Impact Matrix

| Category | Impact Rating: None | Impact Rating: Small | Impact Rating: Medium | Impact Rating: High |
|--|--|--|---|--|
| Automatic Monitoring – Data Capture (%) | More than 75% data capture | 50 to 75% data capture | 25 to 50% data capture | Less than 25% data capture |
| Automatic Monitoring – QA/QC Regime | Adherence to requirements as defined in LAQM.TG16 | Routine calibrations taken place frequently but not to normal regime. Audits undertaken alongside service and maintenance programmes | Routine calibrations taken place infrequently and service and maintenance regimes adhered to. No audit achieved | Routine calibrations not undertaken within extended period (e.g. 3 to 4 months). Interruption to service and maintenance regime and no audit achieved |
| Passive Monitoring – Data Capture (%) | More than 75% data capture | 50 to 75% data capture | 25 to 50% data capture | Less than 25% data capture |
| Passive Monitoring – Bias Adjustment Factor | Bias adjustment undertaken as normal | <25% impact on normal number of available bias adjustment colocation studies (2020 vs 2019) | 25-50% impact on normal number of available bias adjustment studies (2020 vs 2019) | >50% impact on normal number of available bias adjustment studies (2020 vs 2019) and/or applied bias adjustment factor studies not considered representative of local regime |
| Passive Monitoring – Adherence to Changeover Dates | Defra diffusion tube exposure calendar adhered to | Tubes left out for two exposure periods | Tubes left out for three exposure periods | Tubes left out for more than three exposure periods |
| Passive Monitoring – Storage of Tubes | Tubes stored in accordance with laboratory guidance and analysed promptly. | Tubes stored for longer than normal but adhering to laboratory guidance | Tubes unable to be stored according to be laboratory guidance but analysed prior to expiry date | Tubes stored for so long that they were unable to be analysed prior to expiry date. Data unable to be used |
| AQAP – Measure Implementation | Unaffected | Short delay (<6 months) in development of a new AQAP, but is on-going | Long delay (>6 months) in development of a new AQAP, but is on-going | No progression in development of a new AQAP |
| AQAP – New AQAP Development | Unaffected | Short delay (<6 months) in development of a new AQAP, but is on-going | Long delay (>6 months) in development of a new AQAP, but is on-going | No progression in development of a new AQAP |

Glossary of Terms

| Abbreviation | Description |
|-------------------|---|
| AQAP | Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the LA intends to achieve air quality limit values' |
| AQMA | Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives |
| APR | Air quality Annual Progress Report |
| AURN | Automatic Urban and Rural Network (UK air quality monitoring network) |
| Defra | Department for Environment, Food and Rural Affairs |
| DMRB | Design Manual for Roads and Bridges – Air quality screening tool produced by Highways England |
| FDMS | Filter Dynamics Measurement System |
| LAQM | Local Air Quality Management |
| NO ₂ | Nitrogen Dioxide |
| NO _x | Nitrogen Oxides |
| PM ₁₀ | Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less |
| PM _{2.5} | Airborne particulate matter with an aerodynamic diameter of 2.5µm or less |
| QA/QC | Quality Assurance and Quality Control |
| SO ₂ | Sulphur Dioxide |

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

BRIDGEND LOCAL DEVELOPMENT PLAN (LDP) – REVISED DELIVERY AGREEMENT

1. Purpose of report

- 1.1 The purpose of this report is to advise Cabinet of the necessity to revise the LDP Delivery Agreement (DA), and for Cabinet to agree the revised DA and to recommend that Council approve the amendments to the LDP Timetable and approve submission of the revised DA to Welsh Government for agreement. It is imperative that the Local Planning Authority continues to progress with the statutory review of the LDP, to prevent ad hoc development coming forward outside the development plan system. The planning system is based on a 'plan-led' principle as this approach is best way to manage land use change and ensure the most sustainable and well connected development is forthcoming for our communities.

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

- 2.1 This report assists in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015**:
1. **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.

3. Background

- 3.1 Part 6 of the Planning and Compulsory Purchase Act 2004 places a duty on each local authority in Wales to prepare an LDP for its area. The LDP will set out the Council's land use strategy for the period 2018 – 2033 and the first stage of the process required the Council to prepare a DA for approval by WG.
- 3.2 The DA is a mandatory requirement of the LDP process and is considered to be a key tool for the speedier production of land use plans. It comprises the following two elements:
- **The Timetable** – this sets out how the Council will manage the programme for preparing the LDP. It identifies the key stages of the LDP process where the public and other interested parties will be given the opportunity to comment on the strategy, objectives and policies contained within the Plan.

- **The Community Involvement Scheme (CIS)** – this sets out who, when and how the Council will consult and engage with various stakeholders, including the general public, during the production of the LDP.

- 3.3 Public consultation on the Council's Draft DA was undertaken during April and May 2018 and Council approved the document for submission to WG, which subsequently approved the final DA on the 25th June 2018.
- 3.4 In July 2020, WG wrote to Local Planning Authorities to advise them to undertake a review of the technical evidence base underpinning the replacement LDP alongside the preferred strategy and policies in terms of sensitivity to the consequences of the Coronavirus pandemic. WG also advised that DA's should be adjusted to account for any necessary changes to the LDP timetable in light of delays caused by the pandemic. This also included any necessary amendments to the CIS given the need to adjust to new patterns of working and alternative methods of stakeholder engagement brought about by the need to maintain social distancing. As a result, the Council approved a revised DA on 16th September 2020, which was subsequently approved by WG on 5th October 2020.
- 3.5 Since that date, Bridgend County Borough Council has prepared the LDP Deposit Draft (LDPDD), which Cabinet approved for consultation on 18th May 2021 along with 18 supporting background papers and 40 technical evidence based studies. Public consultation on the LDPDD was held for 8 weeks between 1st June and 27th July 2021.
- 3.6 Progress towards the next key stage of the replacement LDP, submission of the LDPDD (originally scheduled for September 2021) to WG and the Planning Inspectorate, has been delayed and this is the subject of the necessary changes to the DA set out below.

4. Current situation/proposal

- 4.1 The Council now need to prepare a new DA with WG following the LDPDD consultation. The reason for this is that the LDP's supporting evidence base needs reviewing and refining as a result of the representations received from our communities and key stakeholders. In accordance with the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, the Council is required to consider, formulate and publish a response to each of the representations received to the LDPDD. The Council has been in receipt of over 1,200 representations and dealing with this volume of correspondence has presented a significant logistical and administrative exercise. Only once this task has been completed can officers collate all responses and present Cabinet with a Consultation feedback report.
- 4.2 In addition to responding to the individual representations made during the consultation period, the LDP evidence base needs to be reviewed and refined as a result of new information coming to light, changes to legislation, updated national planning guidance and the completion of supporting technical information.
- 4.3 Whilst not an exhaustive list, the strands of work set out below need more time to resolve and address before the LDPDD can be submitted:

- Technical Advice Note 15 – Development & Flood Risk (TAN15): WG published the revised TAN15 and accompanying Flood Maps on 28th September 2021. The new guidance comes into effect on 1st December 2021. This will require site allocations to be reviewed in light of the updated guidance and the Bridgend Strategic Flood Consequences Assessment to be updated;
- Gypsy and Traveller Accommodation Assessment: This is awaiting WG approval, which is required ahead of submission of the LDPDD;
- Strategic Transport Assessment: Further refinement work has been completed relating to strategic site mitigation measures for the highway network. The apportionment of related costs will need to feed into updated site viability assessments; and
- Former Ford Site: Further work to investigate future site options and establish masterplanning principles is ongoing.

4.4 The proposed revisions to the Timetable are illustrated in Table 1 as follows:

Table 1 Key Stages and Timescales

| KEY STAGE | | TIMESCALE | |
|------------|---|-------------------|-----------|
| DEFINITIVE | | FROM | TO |
| STAGE 1 | Update Evidence Base & SA/SEA Baseline Framework & Assessments | April 2018 | May 2021 |
| STAGE 2 | Delivery Agreement <ul style="list-style-type: none"> • Submission to Welsh Government – June 2018 • Revised – October 2020 | April 2018 | July 2018 |
| STAGE 3 | Pre-Deposit Participation & Consultation <ul style="list-style-type: none"> • 6 week statutory consultation (October – December 2019) | Aug 2018 | May 2021 |
| STAGE 4 | Deposit LDP Preparation & Consultation - Ongoing <ul style="list-style-type: none"> • 8 week consultation (June – July 2021) | June 2021 | June 2022 |
| INDICATIVE | | FROM | TO |
| STAGE 5 | Submission | Summer 2022 (Jun) | - |

| | | | |
|----------------|---|-------------------------|-------------------|
| STAGE 6 | Examination | Autumn 2022 (Sept) | Winter 2022 (Dec) |
| STAGE 7 | Inspectors Report & Adoption | Winter 2023 (Jan) | Winter 2023 (Feb) |
| STAGE 8 | Adoption | Spring 2023 (Mar - Apr) | |

- 4.5 Members will note that it is now anticipated that the LDP Deposit Plan will be submitted in June 2022. The final adoption of the LDP is likely to be delayed by up to 12 months as a result, though the dates relating to the stages following submission of the plan to WG are indicative. Prior to submission, amendments to the LDPDD can be made (including final site selection) as a result of the issues raised during the public consultation and prior to being reported to Council to seek approval to submit the plan for independent examination in public (EIP). In addition, Council will also need to formally adopt the plan post the EIP.
- 4.6 Members will be aware that the existing LDP expires this year, and whilst it will remain as the extant development plan until the Replacement LDP has been adopted, the material weight attached to the existing LDP and its evidence base will progressively diminish from 2021 onwards. This will place the Council in an increasingly tenuous position and open to challenge from the development industry. It is therefore imperative that the Local Planning Authority continues to progress with the statutory review of the LDP.
- 4.7 Fundamentally, the Replacement LDP will avoid ‘planning by appeal’ and ad hoc development coming forward outside the development plan system and not in accordance with the Plan’s strategy. This will strengthen the Council’s framework for determining planning applications and provide enhanced certainty to communities in this respect.
- 4.8 Of equal importance is the need to ensure that the plan is robust and fit for purpose with all the necessary evidence and that any potential risk is addressed. As such the issues raised above will require additional time to consider and delay in submission needs to be balanced against the potential for challenge further on in the process.

5. Effect upon policy framework and procedure rules

- 5.1 The Planning and Compulsory Purchase Act 2004 and regulations of the Town and Country Planning (Local Development Plan) (Wales Regulations 2005) requires that a Local Planning Authority (LPA) must commence a full Review of its LDP every 4 years.
- 5.2 The LDP Manual (Edition 3, 2020) states that for the preparation of an LDP Revision, a revised DA is necessary, with the LPA undertaking engagement and/or consultation as it considers appropriate.

6. Equality Act 2010 implications

- 6.1 There are no direct equalities implications associated with this report. However, the policies and allocations contained within the Replacement LDP are subject to

equalities impact assessment and the social economic duty. An initial Equalities Impact Assessment Screening of the Replacement LDP was carried out on 30th October 2020. This identified that the Replacement LDP could have a high to medium impact on people from the following protected characteristics: Age, Disability, Race and Welsh Language. As such, it was determined that a full EIA was required to support the Deposit Plan prior to it being published for public inspection and consultation. This was completed in April 2021 and the recommendation of the EIA (attached as Appendix 2) is to continue with the Deposit Plan in its current form as no negative impacts were identified.

- 6.2 Social Economic Duty: the replacement LDP is intended to help to eliminate inequality and disadvantage in people's lives. The evidence gathered during the preparation of the Replacement LDP has been used to ensure that the policies contained within have a positive impact on people living in socio-economic disadvantage or contain measures to ensure that any negative impact is mitigated.
- 6.3 The Replacement LDP places a focus on redeveloping key brownfield sites and directing growth to accessible locations, whilst also supporting community-based regeneration in the Valleys. This will provide a range of opportunities to safeguard and improve physical and mental health and wellbeing. Simultaneously, development of Sustainable Growth Areas and Regeneration Growth Areas will help to meet existing community needs and unlock new opportunities (e.g. through appropriate infrastructure provision and community facilities) whilst accommodating population growth. This will ensure new development is integrated with its surroundings, helping to tackle area-based deprivation and catalyse socio-economic renewal.

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

- 7.1 The LDP has full regard to the provisions of the Well-being of Future Generations Act 2015 and to the well-being goals. The promotion and recognition of well-being was interwoven into the early conversations held regarding Plan preparation with a range of stakeholders via the Public Service Board (PSB). The theme of well-being and the provisions of the Well-being of Future Generations Act 2015 is considered through the Sustainability Appraisal (SA) process and reflected in the use of the local well-being goals in framing the strategic objectives and the strategic policies.

8. Financial implications

- 8.1 The cost of the LDP review will be met from the LDP budget and carried out by development planning staff with expert advice and evidence procured from consultants and through collaboration with neighbouring authorities as required.

9. Recommendation(s)

- 9.1 That Cabinet note and agree the content of this report and recommend that Council approve the revisions to the timetable and authorise the Group Manager Planning & Development Services to submit the revised Delivery Agreement (attached at Appendix 1) to Welsh Government;

Janine Nightingale

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Background documents: None

November 2021



Bridgend County Borough Local Development Plan 2018-2033

Revised Delivery Agreement



CONTENTS

| | | Page |
|----------|--|-------------|
| 1 | Introduction | 3 |
| 2 | Timetable – for preparing the Replacement LDP | 10 |
| 3 | Community Involvement Scheme | 15 |

APPENDICES

| | | Page |
|----------|--|-------------|
| 1 | List of Consultation Bodies | 42 |
| 2 | Detailed Timetable for the Replacement LDP | 46 |
| 3 | Draft Delivery Agreement Consultation Report – Summary of Key Issues Raised | 48 |
| 4 | Risk Assessment | 52 |
| 5 | Glossary of Terms | 55 |

1.0 Introduction

1.1 Revised Delivery Agreement

1.1.1 The BCBC Replacement Local Development Plan (RLDP) Delivery Agreement was approved by Welsh Government (WG) on 25th June 2018. Work subsequently commenced at pace on the RLDP which included key pre-deposit preparation and engagement on the County's key Issues, Vision and Objectives and Growth and Spatial Options, a call for candidate sites and the continued development of a robust evidence base. Most notably, consultation on the RLDP Preferred Strategy was held in October – November 2019 and reported to Council in January 2020. Progress towards the next key stage of the RLDP, consultation on the Deposit Plan, did not proceed as quickly as envisaged in the original Delivery Agreement for a number of reasons resulting from the Covid-19 pandemic, as set out in further detail in Section 2 below. As a consequence, a revision to the Delivery Agreement was sought and approved by WG on 5th October 2020. Since that date, the Deposit Plan has been prepared and public consultation was held in June – July 2021. In accordance with the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, the Council is required to consider, formulate and publish a response to each of the representations received to the Deposit Plan. The Council has been in receipt of over 1,200 representations and dealing with this volume of correspondence has presented a significant logistical and administrative exercise that will take the original timetable beyond the 3 months tolerance allowed by WG. As a result, a further revision of the Delivery Agreement timetable is required. Consequently, a Revised Delivery Agreement with an amended timetable has been prepared and is set out in Section 2 and Appendix 2.

1.2 Purpose of a Delivery Agreement

1.2.1 The Replacement LDP will cover the period 2018-2033. Preparation of a Delivery Agreement¹ is a key requirement in preparing a Replacement LDP. This document provides details of the various stages involved in the Plan-making process and the time each part of the process is likely to take, as well as the resources that the Council will commit to Plan preparation. It also sets out the way in which the Council proposes to involve the local community and other stakeholders in the preparation of the Replacement LDP. The Replacement LDP will be examined by an independent Inspector to test whether the Plan is sound and has been prepared in accordance with its Delivery Agreement.

1.2.2 The Delivery Agreement is divided into two key sections:

- **The Timetable for producing the revised LDP.** This provides a clear indication of when each of the different stages of plan preparation will take place. Definitive dates are provided up to the deposit stage and indicative dates for later stages. This is an example of a project management approach to ensure that the plan is adequately resourced and delivered on time. The timetable is included in 'Section 2' of this Delivery Agreement; and
- **The Community Involvement Scheme** – this outlines the Authority's principles of community engagement; its approach in relation to who, how and when it intends to engage with the community and stakeholders, how it will respond to representations

¹ Section 62 (9) Planning and Compulsory Purchase Act 2004 (as amended Planning (Wales) Act 2015) & Section 63 (1) Planning and Compulsory Purchase Act 2004 & Regulations 5 – 10 LDP (Wales) Regulations (as amended 2015)

and how these representations will inform later stages of plan preparation. This is included in 'Section 3' of this Delivery Agreement.

1.2.3 A glossary of terms can be found in Appendix 5.

1.3 Delivery Agreement Preparation and Consultation

1.3.1 A number of key steps in the preparation of the Delivery Agreement have been undertaken to date. This Delivery Agreement (DA) has been consulted upon with specific consultation bodies to seek views on the timetable and community involvement scheme². The consultation responses are summarised in Appendix 3. The key stages in preparing a Delivery Agreement include:

- Report the updated DA to Council for approval;
- Submit DA to Welsh Government for agreement;
- Publish DA on Council website and place in Planning Reception and Community Hubs/Libraries across the County where possible; and
- Review DA on a regular basis (quarterly).

1.4 Preparation of the Replacement LDP

1.4.1 In preparing the revised LDP the Council will aim to achieve the following key objectives:

- Facilitate Sustainable Development by fully integrating a Sustainability Appraisal (incorporating Strategic Environmental Assessment) into the plan making process. A Well-being Assessment and Health Impact Assessment will also be produced;
- Ensure early and effective community involvement in order to consider a wide range of views, with the aim of building a broad consensus on the strategy and policies for the revised LDP;
- Enable policy integration by producing a revised LDP that is internally consistent with other corporate priorities and other policies and strategies at the national, regional and local level, appreciating the need to avoid unnecessary repetition;
- Deliver a fast and responsive approach to plan-making;
- Produce a revised LDP that is strategic, concise and distinctive in setting out how Bridgend will develop and change, with particular regard to the well-being of future generations whilst also addressing key issues collaboratively with adjacent local planning authorities; and
- Deliver sustainable development, with full consideration of infrastructure requirements, availability of resources, viability and market factors.

1.4.2 The revised LDP will be prepared with regard to a wide range of legislation, policies and other initiatives at the European, national, regional and local level. The emerging Local Well-Being Plan (LWBP) will be critical during the replacement LDP process. The LWBP relates to the economic, social, environmental and cultural well-being of Bridgend and will have clear links with the LDP where it relates to land use planning.

² Welsh Government Development Plans Manual (Edition 3, March 2020)

1.5 Sustainability Appraisal incorporating Strategic Environmental Assessment (SA/SEA)

- 1.5.1 A Sustainability Appraisal, (SA) incorporating Strategic Environmental Assessment³ (SEA) is a statutory requirement of LDP preparation, in order to assess the environmental, social and economic implications of the plans strategy and policies. The SA/SEA process is utilised to ensure that policies in the LDP reflect sustainable development principles and take into account the significant effects of the plan on the environment. SA, incorporating SEA, was an iterative process throughout the preparation of the adopted LDP and is reflected in the Plan's proposals and policies.
- 1.5.2 The Council will continue to adopt an integrated approach to the SA/SEA of the revised LDP, ensuring that the revised plan is internally consistent, with economic and social issues considered alongside other matters. The appraisal process will run concurrently with the plan making process and forms an iterative part of plan preparation. The SA, incorporating SEA, will therefore draw upon the Bridgend Local Well-being Plan (produced in accordance with the Well Being of Future Generations (Wales) Act – refer to Section 1.9) and will integrate where possible with a Wellbeing Assessment, Health Impact Assessment (HIA) and Habitats Regulations Assessment (HRA) that will also be prepared to support the Bridgend LDP Review.
- 1.5.3 The SA, incorporating the SEA will be undertaken as follows:
- **A Sustainability Appraisal, incorporating Strategic Environmental Assessment, Scoping Report.** This report will identify the need to undertake a SA, incorporating SEA, of the LDP Review and set out the proposed SA methodology and consultation arrangements. In doing so it will provide an overview of sustainability baseline data conditions and issues relevant to the Bridgend area, together with a review of other plans, policies, programmes and strategies which are likely to influence the LDP Review. The existing SA Framework adopted for the first Bridgend LDP will also be reviewed and updated as necessary to provide a robust mechanism for undertaking the SA, incorporating SEA, of new LDP proposals and policy options as they emerge. This report will be subject to consultation with the SEA Consultation Bodies before any substantive proposals or policy options are subject to consultation;
 - **The Sustainability Appraisal (SA) Report:** All substantive proposals and policy options for a replacement LDP will be subject to a proportionate level of SA, incorporating SEA. This will include assessment reasonable alternatives to preferred options and the SA will be carried out in accordance with the SA Framework and methodology defined through SA/SEA Screening and Scoping.
 - The SA process will be reported within iterative SA Reports which will accompany the Preferred Strategy (LDP Pre-Deposit) and Pre-Deposit Documents, with the SA

³ European Union Directive 2001/42/EC & Environmental Assessment of Plans and Programmes (Wales) Regulations 2004

Report updated between these stages to reflect changes to the emerging LDP:

- The SA Report for the Preferred Strategy will focus on assessing likely significant effects from the proposed LDP options, spatial strategy and strategic policies; and
 - The SA Report for the LDP Pre-Deposit Document will assess likely significant effects from all substantive components of the LDP Deposit Document, including all proposed site allocations and policies.
 - Following the completion of an Examination regarding the LDP, all binding recommendations made by the Examination Inspector will be subject to SA, incorporating SEA, Screening, to determine whether they would give rise to any new or different likely significant effects not previously reported within the SA Report for the LDP Deposit Document. This SEA Screening will be documented within an SA Addendum.
- **A Sustainability Appraisal Post Adoption Statement** will be published after the revised LDP is adopted. This will explain how sustainability considerations and the Sustainability Assessment, incorporating Strategic Environmental Assessment, have been taken into consideration in the production of the revised LDP.

1.6 Habitats Regulations Assessment (HRA)

- 1.6.1** The requirement for Habitats Regulations Assessment (HRA) comes from the Habitats Directive⁴, specifically Article 6(3), which requires that land use plans, including LDPs, are subject to a HRA Screening to determine whether any plan [or project] is likely to have a significant effect upon a European site, either alone, or in combination with other projects. In Wales, requirements for HRA, including for proposed modifications to existing plans, are set out within Part 6 of the Conservation of Habitats and Species Regulations 2017 and Part 2 of the Conservation of Offshore Marine Habitats and Species Regulations 2017.
- 1.6.2** The HRA process follows a series of Stages; these will be undertaken for the LDP Review, as necessary, to meet with the requirements of the Regulations:
- **Stage 1 - HRA Screening:** to determine whether the LDP Review is likely to have significant effects on European Sites;
 - **Stage 2 – Appropriate Assessment:** If the HRA Screening indicates that the LDP Review is likely to have significant effects, a further level of assessment is needed to consider whether the LDP Review could adversely affect the integrity of one or more European site(s), either alone or in combination with other plans or projects, in view of their established conservation objectives and conservation status. If the potential for adverse effects on site integrity are identified, the Appropriate Assessment should also consider mitigation measures to control the identified impacts, to avoid adverse effects on site integrity; and
 - **Stage 3 and 4 – Consideration of Alternatives and Imperative Reasons of Overriding Public Interest:** Only where significant effects remain at the end of Stage 2 in the HRA process is there a need to consider alternatives and Imperative

⁴ Council Directive 92/43/EEC of 21 May 1992 on the conservation of natural habitats and of wild fauna and flora

Reasons of Overriding Public Interest.

- 1.6.3** The HRA process will be undertaken in conjunction with the SA (incorporating SEA) to ensure an integrated approach to assessment. It is intended that the process will run concurrently with the plan making process and form an iterative part of the LDP Review, involving the consideration of all emerging policy and site options. Natural Resources Wales will be consulted throughout the HRA process.

1.7 Evidence Base Assessments

- 1.7.1** To inform the review of the LDP there will be a need to update various elements of the evidence base that informed the current Local Development Plan which expires in 2021 as well as taking into account any contextual or policy changes that have occurred since adoption of the plan. A sample of the evidence base studies required to inform the LDP are provided below:

- **Demographic Forecasts and Analysis** – to provide estimates of the future numbers of households and of the numbers of people who live in them, which will inform the LDP's dwelling requirement;
- **Local Housing Market Assessment** - to identify how many homes are required of each tenure: open market housing and 'affordable housing' (e.g. intermediate or social rented housing);
- **Settlement Assessment Study** – to provide analysis on the role and function of settlements in Bridgend County Borough;
- **Settlement Boundary Review** – to define clear, defensible boundaries around settlements in the form of 'settlement boundaries';
- **Economic Evidence Base Study** – to identify the county borough's employment land requirements for the LDP period and to assess the quality of the main employment areas for continued use, and identify potential new land to meet future requirements for all employment sectors;
- **Plan-Wide Viability Assessment** – to assess the broad levels of development viability across housing market areas and identify the contribution sites can make to the delivery of infrastructure, affordable housing and any other policy requirements;
- **Gypsy and Traveller Accommodation Assessment** – to calculate up-to-date local need and inform identification of deliverable allocation(s) if a need is identified;
- **Bridgend Town Centre Flood Risk Assessment** – to identify areas at risk of flooding;
- **Retail Study** – to identify the requirements of retail need, including the need for more land and floorspace;
- **Green Infrastructure Assessment** – to assess natural and semi-natural features, green spaces and corridors that intersperse and connect places, including a refreshed audit of outdoor sport and playing space provision;
- **Landscape Character Assessment** - to describe the characteristics of the local landscape and which may include guidelines for development;
- **Renewable Energy Assessment** – to provide a robust Renewable Energy evidence base;

- **Transport Assessment** – to assess the impact of the scale and distribution of development detailed in the emerging Local Development Plan;
- **Urban Capacity Study** – to assess the potential urban capacity of the county borough's settlements to inform the expected small and windfall housing allowance rate; and
- **Infrastructure Delivery Plan** – to identify the infrastructure required to support delivery of development proposed over the LDP plan period.

1.7.2 The above is not a definitive list and additional evidence base update requirements may emerge as plan revision progresses. There are number authorities in South-East Wales that are currently in the process of considering reviewing their Local Development Plans on the basis that their current plans expire at the end of 2021. This presents an opportunity for collaboration including the preparation of a shared evidence base.

1.8 Well-being of Future Generations Act

1.8.1 The Well Being of Future Generations (Wales) Act (WBFG) gained Royal Assent in April 2015. The Act aims to make a difference to lives of people in Wales in relation to seven well-being goals and also sets out five ways of working. The seven well-being goals relate to:

- a prosperous Wales;
- a resilient Wales;
- a healthier Wales;
- a more equal Wales;
- a Wales of cohesive communities;
- a Wales of vibrant culture and Welsh language; and
- a globally responsible Wales.

1.8.2 The five ways of working are long-term, integration, involvement, collaboration and prevention. Given that sustainable development is the core underlying principle of the LDP (and SEA); there are clear associations between both the LDP and the WBFG Act. As a requirement of the Act a Local Well-being Plan (LWBP) must be produced (Bridgend's LWBP is currently in the process of being finalised). This plan will look at the economic, social, environmental and cultural well-being of the county and will have clear links with the LDP. Both the WBFG Act and the LWBP will be considered fully throughout the preparation of the revised LDP, which will follow the five ways of working.

1.9 Tests of Soundness

1.9.1 'Soundness' is an integral part of the LDP system and is an important principle by which it may be demonstrated as to whether the LDP shows good judgement and is able to be trusted. If the revised LDP is found not to be sound then the Welsh Government could require the Council to take necessary action to remedy the situation. This may involve returning to the very early stages of plan preparation thereby causing considerable delay in the preparation of the plan.

1.9.2 The Council must submit the replacement LDP to the Welsh Government for examination. An independent Inspector is appointed by the WG to undertake this examination to determine whether the LDP is fundamentally sound. The Inspector will assess whether the preparation of the plan has been undertaken in accordance with legal and regulatory procedural requirements, and, complies with the Community Involvement Scheme. The Inspector must also determine whether the Plan meets the three soundness tests⁵:

- Test 1 – Does the plan fit? (i.e. is it clear that the LDP is consistent with other plans?);
- Test 2 – Is the plan appropriate? (i.e. is the plan appropriate for the area in the light of the evidence?);
- Test 3 – Will the plan deliver? (i.e. is it likely to be effective?).

1.9.3 The conclusions reached by the Inspector will be binding and, unless the Welsh Government intervenes, the Council must accept the changes required by the Inspector and adopt the revised LDP.

⁵ Welsh Government Development Plans Manual (Edition 3, March 2020)

2 Timetable

- 2.1** The Council has prepared a timetable summarising the key stages in plan preparation (Table 1), which while challenging, provides a realistic timeframe for preparation of the replacement LDP having regard to the resources available. In preparing the timetable, regard has been given to the WG's expectation that a revised plan can be prepared in considerably less than 4 years, taking into account the resources available and the extent of changes required (Planning Policy Wales Edition 11, February 2021). Furthermore, it has regard to the fact that the current LDP expires in December 2021 and it is imperative to maintain Development Plan coverage.
- 2.2** Work has commenced at pace on the RLDP since the approval of the original Delivery Agreement in June 2018, with consultation on the Preferred Strategy held in October – November 2019. However the preparation of the Deposit Plan did not proceed as quickly as envisaged due to the impact of the Covid-19 pandemic. In March 2020, the UK Government imposed a UK wide lockdown resulting in offices and businesses closing down, many employees being furloughed by employers and BCBC staff adjusting to new working arrangements. Whilst the replacement LDP was not at a consultation stage at this time, the restrictions prevented progress being made on the preparation of the Deposit Plan in the following ways:
- Inability of site promoters to carry out site-specific technical work to support their Candidate Site submissions;
 - The closure of schools and workplaces resulting in new temporary patterns of movement preventing the assessment of accurate traffic impact of development proposals;
 - Social distancing measures preventing physical meetings;
 - Temporary suspension of Council meetings and committees;
 - Delays caused by adjustment to new ways of working; and
 - The need to review the LDP Evidence Base in light of the pandemic.
- 2.3** In addition to the above, account was made in the revised timetable to allow for a longer period of consultation on the Deposit Plan to account for the alternative methods of consultation necessitated by the pandemic, which are detailed in Part 3. This extended the statutory consultation period of 6 weeks to 8 weeks. This also enabled an element of flexibility to account for any further temporary restrictions imposed due to the pandemic, although significant further delays would necessitate a further revision of this Delivery Agreement.
- 2.4** The revised Delivery Agreement stated that the Deposit Plan would be subject to consultation and community engagement during January, February and March 2021. Public Consultation was held on the Deposit Plan in June and July 2021, within the 3 month tolerance period allowed by Welsh Government.
- 2.5** The previously agreed timetable stated that the Submission stage of the LDP process would take place indicatively in September 2021. This is no longer achievable, hence the need for a further revision to the Delivery Agreement. The reasons for the slippage in the timetable is as a result of a combination of factors, these being:-

- (a) In accordance with the Town and Country Planning (Local Development Plan) (Wales) Regulations 2005, the Council is required to consider, formulate and publish a response to each of the representations received to the Deposit Plan. The Council has been in receipt of over 1,200 representations and dealing with this volume of correspondence, has presented a significant logistical and administrative exercise.
- (b) The Council has undertaken and will continue to undertake significant additional work in connection with the evidence base to support the Plan in response to the representations received during the Deposit Plan Consultation as well as new information coming to light, changes to legislation and updated national planning guidance. This includes :-
- Additional and updated topic based background papers to support specific policies and issues in the Plan
 - TAN15 - Development & Flood Risk (TAN15): WG published the revised TAN15 and accompanying Flood Maps on 28th September 2021. The new guidance comes into effect on 1st December 2021. This will require site allocations to be reviewed in light of the updated guidance and the Bridgend Strategic Flood Consequences Assessment to be updated;
 - Gypsy and Traveller Accommodation Assessment - This is awaiting WG approval, which is required ahead of submission of the Deposit Plan; and
 - Strategic Transport Appraisal - Further refinement work has been completed relating to strategic site mitigation measures for the highway network. The apportionment of related costs will need to feed into updated site viability assessments.

2.6 Table 1 is divided into definitive and indicative stages:

- **Definitive Stages** – This part of the timetable provides information up to and inclusive of the statutory Deposit stage. The progress of the Plan over this period is under the direct control of the Council and therefore target dates, are considered realistic and every effort will be made to adhere to these dates.
- **Indicative Stages** – This part of the timetable provides for the stages of plan preparation beyond the statutory Deposit stage. These stages are increasingly dependent on a wide range of external factors (e.g. the number of representations received, number of examination hearing sessions, time taken to receive Inspector's Report) over which the Council has far less control. Those dates will be reconsidered after reaching the Deposit stage when definitive timings for the remaining stages will be prepared and submitted to the Welsh Government for agreement and publication.

Table 1 - Key stages in the Replacement LDP Process (as revised July 2020)

| KEY STAGE | | TIMESCALE | |
|----------------|--|---------------------------|------------------------|
| DEFINITIVE | | FROM | TO |
| STAGE 1 | Update Evidence Base & SA/SEA Baseline Framework & Assessments | April 2018 | May 2021 |
| STAGE 2 | Delivery Agreement <ul style="list-style-type: none"> Approved by Welsh Government – June 2018 Revision approved by WG – October 2020 | April 2018 | July 2018 |
| STAGE 3 | Pre-Deposit Participation & Consultation <ul style="list-style-type: none"> 6 week statutory consultation (Oct – Dec 2019) | August 2018 | May 2021 |
| STAGE 4 | Deposit LDP <ul style="list-style-type: none"> 8 week consultation (June – July 2021) | June 2021 | June 2022 |
| INDICATIVE | | FROM | TO |
| STAGE 5 | Submission | Summer 2022 (June) | - |
| STAGE 6 | Examination | Autumn 2022 (September) | Winter 2022 (December) |
| STAGE 7 | Inspectors Report & Adoption | Winter 2023 (January) | Winter 2023 (February) |
| STAGE 8 | Adoption | Spring 2023 (Mar – April) | |

A detailed project timetable outlining the timescale for each of the stages of plan preparation is included in Appendix 2.

2.7 Resources

- 2.7.1** The Head of Regeneration, Development and Property Services, and the Group Manager of Development will be responsible for the overall delivery of the revised LDP, with the Development Planning Manager responsible for the day- to-day project management. The Development Planning Team will lead in the preparation and delivery of the revised LDP with Member engagement and political reporting at appropriate stages. The existing staff resources are set out in Table 2 below, approximately 80% of officer time will be dedicated to the LDP to account for day to day involvement in liaison with colleagues in development management and also to account for regional working. Additional time will be dedicated by the Group Manager of Development to the efficient delivery of the replacement LDP. It will

also be necessary to call upon staff resources from other internal departments to assist in undertaking various evidence base updates/assessments. This is likely to include officer support from; Development Management, Heritage, Housing, Highways, Economic Development, Property, Countryside Management, Education, Democratic Services and Legal Services. (The structure as set out below is in the process of being implemented by BCBC).

Table 2 – Development Planning Staff Resources

| Officer Job Title | Number of posts |
|----------------------------------|-----------------|
| Development Planning Manager | 1 |
| Development Planning Team Leader | 1 |
| Principal Planning Officer | 1 |
| Senior Planning Officer | 1 |
| Planning Officer | 1 |
| Technical Officers | 2 |

- 2.7.1 While it is anticipated that a considerable amount of evidence base work will be undertaken by Bridgend County Borough Council officers, predominately Development Planning (Planning Policy), the use of external consultants is likely to be necessary, particularly in relation to highly technical/specialist elements of the evidence base. An initial assessment has been carried out of the elements of plan preparation that are likely to require external consultant input and financial resources have been secured accordingly.
- 2.7.2 The Delivery Agreement has been prepared on the basis of a revised Bridgend Local Development Plan only. However, it is important to recognise that work is being undertaken on a regional basis that will require future resourcing. It is considered that collaboration with neighbouring authorities will be fundamental to the preparation of the revised LDP, particularly with regard to a joint evidence base, where appropriate. The South East Wales Strategic Planning Group (SEWSPG) is working towards a set of regionally agreed methodologies for key topic areas to ensure a consistent evidence base throughout the Cardiff Capital Region. In addition, Bridgend and RCT LPAs identified a number of topic areas where an evidence base could be prepared jointly; however, the decision taken by RCT to review their LDP was made at too late a date for this to be a realistic proposition. Both authorities are however committed to share findings of technical studies and to maintain an open dialogue on issues of cross boundary relevance.
- 2.7.3 A sufficient budget is available to progress the revised LDP to adoption within the prescribed timetable. It is anticipated that this will cover expenditure relating to all elements of preparation of the revised LDP and the Independent Examination.

2.8 Risk Management and Analysis

- 2.8.1 Having regard to the resources which it is putting into the LDP process, the Council considers that the proposed timetable is realistic, robust, and achievable. Notwithstanding this conviction, the Council has identified certain areas of risk that could result in some departures from the proposed timetable. Any deviations from the approved timetable will

therefore be monitored for slippage and/or other impacts arising from the risks identified below or other causes.

2.8.2 In this respect, the Council considers it is reasonable to make allowance for slippage of up to 3 months in the timetable without formally amending the Delivery Agreement. If there is a slippage of more than 3 months in the definitive part of the timetable, the Council will seek the agreement of the Welsh Government in amending the timetable following approval of such an amendment by the Authority.

2.8.3 The possible risk areas are identified in Appendix 4.

2.9 Supplementary Planning Guidance (SPG)

2.9.1 The replacement LDP will contain sufficient policies to provide the basis for determining planning applications. However, SPG has an important supporting role in providing more detailed or site specific guidance on the way in which LDP policies will be applied. While SPG does not form part of a development plan it should be derived from and be consistent with the relevant LDP. The SPG should also be clearly cross referenced to the policies and proposals it supplements.

2.9.2 Following the LDP's adoption a number of supplementary planning guidance documents have been prepared to support existing LDP policies:

- SPG 12 – Sustainable Energy (May 2014);
- SPG 13 – Affordable Housing (October 2015);
- SPG 16 – Educational Facilities and Residential Development (February 2021)
- SPG 19 – Biodiversity and Development (July 2014);
- SPG 20 – Renewables in the Landscape (2014); and
- SPG 21 – Safeguarding Employment Sites (June 2015)

2.9.3 A review of the existing SPG including ones recently amended and adopted will be undertaken as part of the LDP Revision process with amendments to a number of these likely to be required.

2.10 Monitoring and Review

2.10.1 The Council will monitor and regularly review progress of the replacement LDP against the requirements of the Delivery Agreement to ensure the timetable is being kept to and the public engagement as set out in the CIS is being met. The timetable allows for a marginal degree of flexibility, however, any amendments to the DA will require approval by the Council prior to Welsh Government agreement. The DA may need to be amended if the following circumstances, which are beyond the LPA's control, occur during the preparation of the revised LDP:

- Significant change to the resources available to undertake preparation of the revised LDP;
- Preparation of the revised LDP falls behind schedule i.e. more than 3 months;

- Significant changes to European, UK or Welsh legislation directly affecting the revised LDP preparation process;
- Any other change in circumstances that will materially affect the delivery of the revised LDP in accordance with the DA; and
- Significant changes to the Community Involvement Scheme.

2.10.2 An updated timetable will be submitted to the Welsh Government following the Deposit stage. This will provide certainty of the timescales for the remaining stages (i.e. replacing indicative stages with definitive stages). The indicative timetable will be redefined within 3 months of the close of the formal Deposit period and submitted to the Welsh Government for agreement.

3 Community Involvement Scheme

3.1 Introduction

3.1.1 The Community Involvement Scheme sets out how the Council proposes to proactively involve the community and stakeholders in the preparation of the replacement LDP.

3.1.2 Bridgend County Borough Council is committed to improving the quality of stakeholder and community involvement in plan making. Early and continued community involvement should help in addressing contentious issues, and assist in resolving conflicts throughout plan preparation. It can also help in identifying common ground, and shared goals.

3.1.3 By engaging people and organisations in planning the future of Bridgend, the CIS will, therefore, seek to:

- detail how the LDP will be prepared, developed, monitored and reviewed in partnership with the community and other stakeholders in a structured, effective, and inclusive way;
- improve the process of plan preparation by engaging with the public, involving them fully, effectively and inclusively in the preparation of the LDP;
- seek to establish a consensus between stakeholders on the Plan's aims and objectives and in its options and preferred strategy;
- provide a transparent and structured process of engagement with the community, at all stages of the LDP;
- incorporate into the process best practice regarding sustainable development, and the requirements of the Strategic Environmental Assessment (SEA) Directive; and
- use these processes to produce a 'sound' plan.

3.1.4 While ultimately it is the Council that is responsible for the content of the LDP should it not be possible to achieve consensus, one of the aims of the LDP system is that plan production is based on effective community involvement in order that a range of views can be considered as part of a process of building a wide consensus on the plan's strategy and policies.

3.1.5 The five ways of working specified by the Well Being of Future Generations (Wales) Act are integral to the CIS, namely long-term, integration, involvement, collaboration and prevention. The CIS describes the ways in which the community can influence the LDP at the different stages of the plan preparation process. The Council has also prepared a timetable for the production of the LDP (Appendix 2), which should be read in connection with the CIS.

3.1.6 The Council is a caring and customer focused organisation. The overall aim of the Council is to "to deliver the best local services in Wales" which is underpinned by our core FACE values:

- **Fair:** taking everyone's needs into account;
- **Ambitious:** always trying to improve what we do and aiming for excellence;
- **Customer Focused:** remembering that we're here to serve our local communities,

and

- **Efficient:** delivering services that are value for money.

3.1.7 Therefore, it will seek to understand and respond to customer needs through the consultation process on the LDP; the objective being to forge and maintain effective links and structures with all stakeholders.

3.1.8 The CIS will provide the framework for everyone with an interest in the future planning of Bridgend County Borough, and consequently the LDP process, to have an opportunity to become actively involved in plan preparation.

3.1.9 To ensure the process is inclusive, an important part of the CIS is to establish measures and procedures that will enable every person or group, regardless of their background, to realise that opportunity in the plan process and the decisions which will affect them. To enable full community involvement the Council will:

- Encourage, support and empower disadvantaged and hard-to-reach groups and individuals to fully participate through forums, focus groups, and local partnerships in line with the Council's agreed Equalities Agenda; and
- Encourage and support other organisations that work in partnership with the Council, or receive funding from the Council, to pursue similar policies on equality of opportunity; and Target resources accordingly.

3.1.10 Bridgend County Borough Council is also committed to utilising the ten national principles for public engagement in Wales. Public engagement in the preparation of the LDP will take place in accordance with the guidelines set out in the CIS. The Council recognise that engagement must be designed to make a difference, the main objectives for involving the community in the LDP preparation process can be identified as:

- To involve people at the earliest opportunity, in time to shape plan preparation work;
- That consultation takes place before decisions are made and that such decisions are made in an open and transparent manner;
- To provide an accessible consultation process and adapt this as necessary to account for individual needs;
- To encourage and enable everyone with the opportunity to be involved, if they so choose;
- Adopt alternative approaches to ensure hard to reach groups are involved from the outset (this will involve liaising with BAVO);
- Draw on local knowledge to improve decision making and help the realistic implementation of decisions;
- That the planning system should help implement the community's vision for the area;
- To seek consensus and strengthen community involvement;
- To engage as full a spectrum of the community as possible in strategic issues; and
- To provide two way dialogue by responding to comments received and publishing

responses in a report of consultation.

3.2 Welsh Language and Bilingual engagement

3.2.1 The Welsh Language Standards place a legal duty on Councils to make it easier for people to use services through the medium of Welsh. The Council has published a Welsh Language Strategy for 2017 – 2022; the requirements of both the corporate strategy and Welsh Language Standards will be maintained at each stage of the revised LDP. Bilingual engagement will be carried out in the following ways:

- We welcome correspondence in both Welsh and English. Where correspondence is received in Welsh and a reply is necessary, this will be sent in Welsh;
- All consultation letters, comments forms, public notices (including site notices) and newsletters will be bilingual;
- Any pages on the Local Development Plan website and social media posts published on twitter will be bilingual;
- Any public meetings will be conducted bilingually where a request has been made ahead of time. Prior notification is required in order to provide a translation service;
- Draft LDP documents can be made available in Welsh if requested and where timescales allow; and
- The revised LDP once adopted will be available in both Welsh and English Format.

3.3 How will we involve our communities and key stakeholders

3.3.1 We will seek to publicise the LDP revision process at every stage and reach as much of the community as possible, as well as other stakeholders to advise people about the revised LDP and how they can get involved. This will be achieved by:

- Direct contact (i.e. by letter or e-mail, the preference of which as indicated by the stakeholder through consultation);
- Through use of Twitter, by utilising the corporate Bridgend Council Twitter account @BridgendCBC) to advertise the LDP webpage;
- Via Facebook on the Bridgend County Borough Council page;
- Engagement with Members and Community Councils through specific workshops, training events, Member drop-in sessions and in reports to appropriate Council meetings;
- Making use of Bridgend's Citizens Panel;
- All LDP information and documents will be made available on the Council's website, which will be updated regularly;
- Deposit of documents at the Council's Civic Offices, libraries, Life Centres and Community Hubs;
- Press releases for the local media, where appropriate;
- Producing a regular newsletter that describes progress on the revised LDP;
- Public information exhibitions, drop in sessions and or meetings in accessible locations; and
- Advertising each stage of participation/consultation on Bridgend Council's magazine

‘Bridgenders’.

3.3.2 Whilst the above methods of engagement have proved effective in communicating with stakeholders in Key Stages 1-3 of the LDP preparation, and will remain relevant, the reasons given for the need to revise this Delivery Agreement will necessitate greater use of the following to progress through Key Stage 4 and beyond:

- Engagement with Members and Community Councils through virtual meetings i.e. Skype / Microsoft teams;
- Interaction with stakeholders through specific topic or area based surgery sessions on a pre-booked basis;
- Consideration of the interactive use of social media / digital communication (i.e. Q&A sessions);
- Greater emphasis on the use of web based technology;
- One to one telephone conversations to engage those members of the community without Internet access;
- Dissemination of hard copies of information to individuals where other sources of information have failed;
- Use of larger venues for public exhibitions and meetings to accommodate social distancing measures if necessary (and available) – e.g. sports halls, school halls, outside space;
- Appointment based drop-in sessions to manage the number of stakeholders present at any given time and to help manage officer time; and
- The use of internal and external agencies to assist with community meetings and engagement (e.g. Planning Aid).

3.4 Methods of Engaging the Community

3.4.1 A range of methods to facilitate community involvement will be used throughout the Plan preparation process, and these will be designed to ensure efficient and effective consultation and participation, tailored when necessary to focus upon particular issues. The methods of engaging the community at each stage of plan preparation are set out in the ‘Replacement LDP Preparation Process’ table.

3.4.2 Council officers will also be utilised to run structured community involvement mechanisms such as targeted discussions, workshops, and focus groups. Also, the extensive past expertise of planning officers in the more traditional consultation methods for Plan preparation will be used to facilitate greater joined up engagement in the wider consultation process necessary for LDP preparation.

Citizen’s Panel

3.4.3 The Council has established a Citizens Panel of 1,700 residents of the County Borough, selected to be statistically representative of the population, who help to inform decision-making on a wide range of issues. The results of previous and future surveys may be used to inform the evidence base of the LDP.

Individuals who have registered an interest through the Revised LDP Database

3.4.4 An ‘LDP Consultee Database’ has been maintained to include members of the public,

interested persons and any individual organisations who have requested to be kept informed at each stage of the LDP revision process. The primary purpose of this database is to allow for those who are not included on the Welsh Government list of consultees for Local Development Plans to be involved and informed throughout the LDP revision process. However, on 25th May 2018, the General Data Protection Regulation (GDPR) came into force, placing new restrictions on how organisations can hold and use your personal data and defining your rights with regard to that data. The GDPR will apply to our 'LDP Consultee Database' and as such members of the public will be required to give their consent in writing if they wish to remain or be added to the LDP database.

- 3.4.5** If you wish for your details to be added to the revised LDP database, please contact the Development Section by email, phone or in writing.

Bridgend County Borough Councillors

- 3.4.6** It is recognised that the involvement of elected Members of Bridgend County Borough Council throughout the LDP review will be extremely important to the process. Elected Members have a unique position as not only do they represent the communities within their individual ward, they also represent public interest and are involved in decisions for the wider benefit of the County Borough as a whole. Accordingly, Elected Members will play an essential role in the revised LDP process by providing information to local residents, informing us of issues/opportunities within their local area and more fundamentally making decisions on matters affecting the County Borough area as a whole.

- 3.4.7** The Cabinet Member for 'Communities' has responsibility for 'Development Planning' (Planning Policy), including the revised LDP. Liaison with the Cabinet Member and all other elected Members is essential throughout the process. All Member liaison's will consequently be undertaken as and when deemed necessary, particularly at key stages of the revised LDP including but not limited to; the Preferred Strategy, Deposit LDP and at Adoption. Members will be fully informed throughout the process and notified prior to every participation/consultation stage.

LDP Steering Group

- 3.4.8** It is imperative that there is political input into the production of the replacement Bridgend Local Development Plan. As such Development Control Committee will also take on the role of 'LDP Steering Group' to oversee the review of the Local Development Plan through from start to completion. The Steering Committee's main role will be to act as a 'critical friend' providing advice, scrutinising and making decisions on key aspects and stage of the LDP as it develops.

Cardiff Capital Region (CCR) Cabinet

- 3.4.9** The Cardiff Capital Region Cabinet, comprising the ten Leaders of Blaenau Gwent; Bridgend; Caerphilly; Cardiff, Merthyr Tydfil, Monmouthshire, Newport, Rhondda Cynon Taff; Torfaen; and Vale of Glamorgan was established in 2017 to oversee the delivery of the Cardiff Capital Region City Deal. The City Deal provides local partners with the powers and the resources to unlock significant economic growth across the Cardiff Capital Region.

The City Deal also provides an opportunity to continue tackling the area's barriers to economic growth by: improving transport connectivity; increasing skill levels; supporting people into work; and giving businesses the support they need to innovate and grow. The deal will also develop stronger and more effective leadership across the Cardiff Capital Region.

Town and Community Councils

- 3.4.10** Town and Community Councils also play a key role in disseminating information to the residents within their area on matters of local importance and will be a key link to communities across Bridgend's. Town and Community Councils will be consulted at every stage of the LDP revision process.

Town and Community Council's Forum

- 3.4.11** The Development Planning Team will engage with the Town and Community Council's Forum. The forum will provide an additional opportunity for Town and Community Councils to voice their views on the revised LDP.

Partnership Groups

- 3.4.12** Existing partnership groups are seen as an important means of engaging the wider community in the preparation of the revised LDP, particularly in the early stages of public participation when structured discussion is desirable. Liaison with the Bridgend's Public Service Board and partners will be of particular importance to ensure the revised LDP aligns.

Members of the Public, Businesses, Land Owners, Developers and Agents

- 3.4.13** The Development Planning Section will engage with the business community at an early stage which could be achieved through liaison with the individual chambers' of commerce across the County Borough. We will also engage with planning agents who are regular customers of Bridgend County Borough Council's planning service. Members of the public, Landowners, agents and prospective developers who wish to put land forward to be considered for development will therefore also be included on the LDP revision database.
- 3.4.14** The Candidate Site process will provide the opportunity for those who have an interest in land to submit sites to be considered for development. A common methodology is being established across the South East Wales region for local planning authorities to utilise for their respective revised LDPs (where appropriate). A Call for Candidate Sites will be undertaken and all candidate sites will need to be submitted via a standardised form. The form will contain the criteria required to assist in the assessment of the suitability of sites for inclusion as potential allocations in the revised LDP. A threshold for accepting candidate sites will be set in order to ensure the plan remains strategically focused. This threshold will be provided up front in order to provide clarity of the process and avoid unnecessary work being undertaken for sites that will be immediately rejected.

Bridgend Business Forum

3.4.15 The Development Planning Team will engage with the Bridgend Business Forum. Membership is made up of established and new start businesses within a wide variety of business sectors. Sole traders, micro, small and medium sized businesses as well as large international companies are all present within the membership. The forum will provide an opportunity for the business community to voice their views on the revised LDP. Awareness of the LDP process will be promoted through the Business Forum newsletter which is produced on a monthly basis.

Business in Focus

3.4.16 The Development Planning Team will liaise with 'Business in Focus'. This organisation focuses on business start-ups and assisting existing businesses to grow.

Additional Consultation Bodies

3.4.17 Appendix 1 provides a list of the specific and general consultation bodies along with UK Government departments and other consultees. The specific consultees⁸ comprise of the Welsh Government and those bodies with specific functions that apply to the revised Plan area, for example the Health Board who cover the Bridgend area and Dŵr Cymru Welsh Water, the local water undertaker. The Authority must also consult UK Government Departments where aspects of the plan appear to affect their interests. These consultation bodies will be engaged throughout the LDP revision process at each of the formal stages and informally, as appropriate.

Hard to Reach Groups

3.4.18 Efforts will be made to engage with 'hard to reach' groups which are rarely heard and who have not taken part traditionally in the plan preparation process. A flexible approach will need to be undertaken in relation to engagement with these groups, albeit within the parameters of the specified participation/consultation periods. Engagement with these groups may be achieved by using existing partnerships and the voluntary organisation BAVO may be able to assist in this process. The following groups identified below will be actively encouraged to participate in the LDP revision process:

- Young People – the established Bridgend's Youth Council will be invited to participate as appropriate in the LDP revision process. This will ensure the voices of young people are heard and enable young people to share their views on a wide range of issues that they consider important to them and their local area. This may also extend to engagement and consultation events at various schools in the County Borough where appropriate;
- Disabled People – engagement with Bridgend's 'Coalition of Disabled People' will be of importance in order to gain the views of those living with disabilities in the County Borough; and
- Gypsy and Travellers – the Gypsy and Traveller Accommodation Assessment Stakeholder Group will be utilised at relevant stages to ensure the gypsy and travelling community are appropriately engaged.

3.4.19 In addition to the above hard to reach groups there are other seldom heard voices who are considered to have been under-represented previously in LDP preparation. This includes (but is not exclusive to) those seeking affordable housing in the County Borough, small house-builders and small and medium-sized enterprises. Accordingly, we will endeavor to reach out to these groups by utilising existing mutual points of contact wherever possible.

3.5 What we expect from you

3.5.1 In order to ensure any comments and representations on the revised LDP are considered, they must be submitted within the prescribed timescales. The Delivery Agreement sets out the timetable of relevant stages and provides a guideline of when we will seek your involvement. This will ensure that individual views are considered and taken into account throughout the LDP revision preparation process.

3.5.2 It is also of importance that you notify the Development Planning Section should your contact details change during the LDP revision process in order for us to keep you fully informed of progress. With regard to Candidate Sites it is noted that land ownership changes may also occur during the process and it is imperative that these are communicated to the Development Planning Section in order to ensure progress is not delayed.

3.6 Building Consensus

3.6.1 The Council will seek to build consensus through the various engagement and consultation methods set out within the CIS. Consensus building can only be achieved if the community and other interested parties are kept fully informed and effectively engaged throughout the preparation of the revised LDP, which will be of particular importance in the early stages of plan preparation. It is nevertheless recognised that there will be occasions where consensus cannot be achieved and a difference in opinion between certain parties occurs. A clear audit trail of decisions will be maintained in order to ensure that there is transparency in the decision making process, and, to provide assurances to those that disagree that the decisions have been made in an informed and balanced way. However, decisions made will not be revisited via subsequent consultation opportunities, so participants are requested to focus their input on the matter being considered at that stage.

3.7 Late representations

3.7.1 Consultation responses are required by the specified deadline of the specific consultation period in order for them to be considered. Any late comments/representations will not be logged as 'duly made' as they were not made in accordance with the published timescales. There may be exceptional circumstances where a representation is submitted late, it will be at the Council's discretion as to whether such late representations can be accepted. Evidence will be required to highlight why the representation was delayed and that a genuine attempt was made to submit within the prescribed deadline. The timescale to produce the revised LDP is already challenging, the acceptance of late representations could result in further delay which would not be acceptable.

3.8 Document Availability and Deposit Locations

3.8.1 At various stages of Plan preparation, documentation must be made available for public inspection and comment. All such documentation will also be made available electronically on the Council's web site at www.bridgend.gov.uk

3.8.2 In addition, hard copies will be made available for inspection at the Council's Civic Offices in Bridgend and at the Authority's public libraries (provided they remain open to the public):

- BCBC, Reception, Civic Offices, Angel Street, Bridgend, CF31 4WB Mobile Library – (2 copies);
- Aberkenfig Library, Heol y Llyfrau, Aberkenfig, CF32 9PT;
- Betws Library, Betws Life Centre, Betws Road, Betws, CF32 8PT;
- Bridgend Library, Bridgend Life Centre, Angel Street, Bridgend, CF31 4AH
- Maesteg Library, North's Lane, Maesteg, CF34 9AA;
- Ogmores Vale Library, Ogmores Valley Life Centre, Aber Road, Ogmores Vale, CF32 7AJ
- Pencoed Library, Penybont Road, Pencoed, CF35 5RA;
- Pontycymmer Library, Garw Valley Life Centre, Old Station Yard, Pontycymmer, CF32 8ES;
- Porthcawl Library, Church Place, Porthcawl, CF36 3AG;
- Pyle Library, Pyle Life Centre, Helig Fan, Pyle, CF33 6BS;
- Sarn Library, Sarn Life Long Learning Centre, Merfield Close, Sarn, CF32 9SW;
- Ty'r Ardd Library, Local and Family History Centre, Ty'r Ardd, Sunnyside, CF31 4AR; and
- Y Llynfi Library, Maesteg Sports Centre, Old Forge Site, Nant-y-Crynwyd, Maesteg, CF34 9EB

3.8.3 All documentation will be available to view on the Council's web site where appropriate.

3.8.4 Electronic representation forms will also be made available during periods of consultation.

3.8.5 Paper copies of documents will not be sent out during the LDP process as they will be made publicly available in the locations listed above, as well as being made available electronically. In exceptional circumstances paper copies may be offered, however this will be assessed on a case by case basis depending on the specific needs of the relevant individual.

3.9 Replacement Local Development Plan Preparation Process

3.9.1 The following table sets out the detailed timetable for community engagement and the proposed engagement methods for the key stages in the LDP preparation process. The list is not exhaustive and may need to be adapted to ensure the community and stakeholders are suitably involved at each stage. The proposed methods of engagement will vary dependent on the stage of plan preparation, subject matter, preference of those involved and the resources available at the time, recognising that the proposed timetable and methods should not hinder plan preparation.

Definitive Stage

Stage 1: Update Evidence Base & SA/SEA Baseline Framework & Assessments

The Council has a statutory obligation under Section 61 of the Planning & Compulsory Purchase Act 2004 to keep all matters under review that are expected to affect the development of its area.

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|--|----------------------------|---|---|--|--|
| Update Evidence Base & SA/SEA Baseline Framework & Assessments | The Council is required to prepare and maintain an up-to date information base on all aspects of the social, economic and environmental characteristics of the Borough, to enable the preparation of a 'sound' development plan. This will be ongoing up until the submission of the Deposit Plan. To scope the SA/SEA process of the preparation of the LDP incorporating the legal requirements of the SA/SEA. | April 2018 – December 2020 | Development Planning Team Other Council Officers Independent Appraisers for SA(SEA) External Consultants where necessary | LDP Monitoring Specialist Surveys / Data Collection Analysis LDP Officers / Members Group LDP Steering Group / PSB | LDP Monitoring Reports Publish findings on Council Website where appropriate. | Development Planning Team Other Council Staff Independent Appraisers for SA(SEA) External Consultants if necessary ICT Support Printing Costs |

Stage 2: Delivery Agreement (DA)

Regulations: The Town and Country Planning (Local Development Plan) (Wales) Regulations 9 & 10 (2004) and Regulation 2(5) (2015)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---------------------------------------|--|------------|--|--|---|---|
| Preparation of Draft DA | To inform stakeholders that the Council is preparing a LDP and seek community involvement. | April 2018 | Development Planning Team Other Council Officers | Report to: LDP Steering Group Council | A realistic timeframe for the preparation of the revised LDP. Details of risk management Community Involvement proposals specified Collaborative working | Development Planning Team Other Council Staff ICT Support |
| Political Reporting - Draft DA | To seek authorisation from Council to undertake targeted consultation on the Draft DA. | April 2018 | Development Planning Team LDP Steering Group / PSB Council | Consultation with Members Consultation with Members via Council meeting | Authorisation from Council to undertake targeted consultation on the Draft DA. | Development Planning Team |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|--|-----------------------|--|---|---|--|
| Targeted Consultation on Draft DA | To seek views of stakeholders and consultees on the content of the Draft Delivery Agreement. | April 2018 – May 2018 | <p>Development Planning Team</p> <p>Other Council Officers</p> <p>LDP Steering Group / PSB</p> <p>Council</p> <p>All Specific consultation Bodies</p> <p>UK Government Departments</p> <p>General Consultation Bodies</p> <p>Other Consultees Bodies (Including General Public and consult Planning Inspectorate (PINS))</p> | <p>Consultation with Members via LDP Steering Group / PSB members.</p> <p>Consultation with Members via Council meeting.</p> <p>Targeted consultation with specific consultation bodies via direct correspondence.</p> <p>Information by letter or e-mail.</p> <p>Website</p> | Any comments will be considered and Draft Delivery Agreement amended if required. | <p>Development Planning Team</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Press / Advertisement Costs</p> |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|---|-----------|---|------------------------|--|--|
| Political Reporting following consultation on DA (agreement to submit to WG) | <p>To inform LDP Steering Committee and Council. To report views of stakeholders and consultees on the content of the Draft Delivery Agreement to the LDP Steering Group and Council.</p> <p>Council resolution will be requested to approve the (revised) Delivery Agreement for submission to Welsh Government.</p> | June 2018 | <p>Development Planning Team</p> <p>LDP Steering Group / PSB members</p> <p>Council</p> | Committee Reports | <p>A summary of comments received with Delivery Agreement presented to LDP Steering Group.</p> <p>A summary of comments received with Delivery Agreement presented to Council.</p> | <p>Development Planning Team</p> <p>Printing Costs</p> |
| Submission to Welsh Government following Council approval. | To seek formal agreement of the Delivery Agreement. | June 2018 | <p>Development Planning Team</p> <p>Welsh Government</p> | | Council resolution will be requested to approve the Delivery Agreement for submission to Welsh Government. | <p>Development Planning Team</p> <p>Printing Costs</p> |
| DA agreed by Welsh Government. | Formal commencement of Replacement LDP | July 2018 | Welsh Government | | <p>Formal agreement from Welsh Government & Report to Council advising of Welsh Governments approval.</p> <p>Publish Delivery Agreement.</p> | Development Planning Team |

Stage 3: Pre-Deposit Participation & Consultation

The Town and Country Planning (Local Development Plan) (Wales) Regulation 14 (2004) and Regulation 2 (10) (2015); Regulations 15 & 16 (2004) and Regulation 16a (2015)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|--|-----------------------|---|--|---|---------------------------|
| Consultation on Draft SA/SEA Scoping Report (5 weeks consultation) *statutory 5 week consultation to be undertaken at an appropriate juncture between July – September 2018 | To seek views of consultees on the content of the SA/SEA Scoping Report. | July 2018 – Sept 2018 | Development Planning Team Appropriate SA/SEA consultation bodies | Written Information dissemination via post and email Notices, Website Press Facebook & Twitter | Officer consideration of comments on SA/SEA Scoping Report and recommendation of amendments if required. A summary of comments received with SA/SEA Scoping Report presented to LDP Steering Group. A summary of comments received with SA/SEA Scoping Report presented to Council. | Development Planning Team |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|--|----------------------|--|---|---|---|
| Call for Candidate Sites (8 week consultation) **statutory 8 week consultation to be undertaken at an appropriate juncture between September – December 2018. | As part of developing the evidence base, the Council will engage with stakeholders and the public in identifying candidate sites to produce a Site Register. | Sept 2018 – Dec 2018 | Development Planning Team All Specific Consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including general public) | Written Information dissemination via post and email Notices, Website Press Facebook & Twitter Bridgend's Magazine | Develop and produce a site register to inform the Visioning and Strategic Options | Development Planning Team ICT Support Printing Costs Postage Costs |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--------------------------------------|---|----------------------|---------------------------|------------------------|--|------------|
| Candidate Sites Assessments | Identify candidate sites. Assessment criteria will be provided to facilitate this. The Site Register will be used to inform the Visioning and Strategic Options. | Sept 2018 – Dec 2020 | Development Planning Team | | See above. | See above. |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|--|---------------------|---|---|---|---------------------------|
| Identification & assessment of options (growth levels and spatial distribution) with SA / SEA input | To engage with consultees to develop consensus on options, including, growth levels and spatial distribution | Nov 2018 – Feb 2019 | Development Planning Team LDP Officers / Members Group, LDP Steering Group / PSB Members Council Independent Appraisers for SA(SEA) | Meetings Workshops Written Information dissemination via post and e-mail. | Seek consensus on options, including, growth levels and distribution All Documentation placed on the Council Website and at Deposit locations. | Development Planning Team |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|--|---------------------|---|---|--|---------------------------|
| Preparation of Preferred Strategy, SA/SEA Report & HRA | To agree a Preferred Strategy for the LDP and express its Spatial implications in the Pre-Deposit Proposals. | May 2019 – Sep 2019 | Development Planning Team LDP Officers / Members Group LDP Steering Group / PSB Members Council Independent Appraisers for SA(SEA) All Specific consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including General Public) | Meetings Workshops Written Information dissemination via post and e-mail. | Obtain Council approval for Preferred Strategy consultation. Council to approve Pre-Deposit Proposals and place on the Council Website and at all Deposit locations for at least 6 weeks. Deposit SA / SEA Report simultaneously with Pre-Deposit Proposals. | Development Planning Team |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|---|---------------------|--|--|---|---------------------------|
| Consultation on Preferred Strategy & Initial SA/SEA Report (6 Weeks Consultation) | To provide Consultees, stakeholders and others, with an opportunity to view and propose changes to the Pre-Deposit Proposals. | Oct 2019 – Nov 2019 | <p>Development Planning Team</p> <p>LDP Officers / Members Group</p> <p>LDP Steering Group / PSB Members</p> <p>Council</p> <p>Independent Appraisers for SA(SEA)</p> <p>All Specific consultation Bodies</p> <p>UK Government Departments</p> <p>General Consultation Bodies</p> <p>Other Consultees (Including General Public)</p> | <p>Meetings</p> <p>Exhibitions</p> <p>Workshops</p> <p>Written Information dissemination via post and e-mail.</p> <p>Letters and Pre-Deposit Proposals sent to Specific Consultation Bodies.</p> <p>Letters sent to all other consultees.</p> <p>Copies of Pre-Deposit Proposals and associated documents published on Council Web Site and placed at Deposit locations.</p> <p>Local Advertisement. Facebook & Twitter</p> <p>Bridgend Magazine</p> | <p>Council to approve Pre-Deposit Proposals and place on the Council Website and at all Deposit locations for at least 6 weeks.</p> <p>Deposit SA / SEA Report simultaneously with Pre-Deposit Proposals.</p> | Development Planning Team |

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|---|---------------------|---|---|--|--|
| Analyse consultation responses and prepare Initial Consultation Report | <p>Enable the Council to consider the response to the Pre-Deposit Proposals and amend if appropriate.</p> <p>SA/SEA of amended Pre-Deposit Proposals ready for Deposit.</p> | Dec 2019 – Jan 2020 | <p>Development Planning Team</p> <p>LDP Steering Group / PSB Members</p> <p>Council</p> <p>Other Council Officers</p> | <p>Written Information dissemination via post and e-mail</p> <p>Meetings</p> <p>Workshops</p> <p>Copies of relevant documentation placed on Council Web Site and at all Deposit locations. Local Advertisement.</p> | <p>Assess Responses received and produce 'Initial Consultation Report'.</p> <p>Approval of Initial Consultation Report by Council</p> <p>Advise all Stakeholders of availability of Initial Consultation report.</p> <p>Initial Consultation Report published on Council Web Site and placed at Deposit Locations.</p> | <p>Development Planning Team</p> <p>Other Council Staff</p> <p>Independent Appraisers for SA(SEA)</p> <p>ICT support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Advertisement Costs</p> |
| Prepare Deposit Plan, update SA/SEA/HRA | The Deposit Plan will have developed out of the preceding stages of the LDP process. | Feb 2020 – May 2021 | <p>Development Planning Team</p> <p>LDP Officers / Members Working Group</p> <p>LDP Steering Group / PSB Members</p> <p>Council</p> | <p>Formal Reports</p> <p>Meetings</p> <p>Workshops</p> | Obtain Council approval to formally consult on the Deposit LDP. | Development Planning Team |

Stage 4: Deposit LDP

The Town and Country Planning (Local Development Plan) (Wales) Regulations 17, 18 & 19 (2004)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|--|---------------------|--|---|---|---|
| Consultation on Deposit Plan, SA/SEA Report and HRA (6 week statutory consultation but allowance for 8 weeks) | This stage of the process will enable all stakeholders to make representations on the Deposit Plan and associated documents. | Jun 2021 – Jul 2021 | Development Planning Team LDP Officers / Member Working Group LDP Steering Group / PSB Members Council Members All Specific Consultation Bodies UK Government Departments General Consultation Bodies Other Consultees (Including General Public) | Formal Reports Meetings (incl. virtual web-based meetings) Workshops Copies of Deposit Plan and associated documents placed on Council Website and at all Deposit locations (where possible). All Deposited documentation & Deposit LDP sent to Specific Consultation Bodies. Letters sent to all other consultees. Local Advertisement. Public Exhibitions and the use of drop-in & surgery sessions where appropriate One to one appointments & phone calls | Acknowledge receipt of duly made representations in writing or by email. Publish representations on Council Website where practicable and copies made available for inspection at Council Offices. | Development Planning Team Other Council Staff External Consultants where necessary ICT support Independent Appraisers for SA(SEA) Printing Costs Postage Costs Advertisement Costs |

*A 'Focused change' consultation stage may be required to be built into the timetable as a result of evidence and consultation responses received etc.

Indicative Stage

Stage 5: Submission

The Town and Country Planning (Local Development Plan) (Wales) Regulation 22(2004) and Regulation 2 (17) (2015)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|---|-----------|---|--|--|--|
| Submission of LDP and associated Documents to Welsh Government and Planning Inspectorate which includes: <ul style="list-style-type: none"> • Deposit LDP • Final Sustainability Appraisal Report • Supporting Evidence-base Material • Copy of the CIS • Consultation Report • Copy of all representations made to the deposit Plan • A statement of suggested main issues for consideration at examination | To submit LDP and Associated documents to Welsh Government and Planning Inspectorate for Examination. | Jun 2022 | Development Planning Team Programme Officer Welsh Government Planning Inspectorate | Formal Submission of LDP and Associated documents. | Service Level Agreement with Planning Inspectorate for conduct of the Examination. | Development Planning Team Appointment of Programme Officer for Independent Examination ICT Support Printing Costs Postage Costs Advertisement Costs |

Stage 6 Examination

The Town and Country Planning (Local Development Plan) (Wales) Regulation 23(2004)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|---|----------------------|---|--|--|--|
| Pre-examination meeting | The Independent Planning Inspector will advise on examination procedures and format. | Sept 2022 – Dec 2022 | Planning Inspectorate Development Planning Team Programme Officer All Representors All Stakeholders | Direct Contact with Representors at Pre-Examination Meeting Press Release Information on Council Web Site and at Deposit Locations Facebook & Twitter | Unknown | Development Planning Team Other Council Staff Programme Officer ICT Support Printing Costs Postage Costs Advertisement Costs |
| Notification of Independent Examination | To ensure that stakeholders and representors are advised that an Independent Examination into the LDP will be taking place. | Sept 2022 – Dec 2022 | Planning Inspectorate Development Planning Team Programme Officer All Representors All Stakeholders | Written dissemination via post and e-mail regarding Examination Facebook & Twitter | Unknown | See above |
| Independent Examination | The examination will determine whether the LDP is “sound” and consider the representations made in respect of it. | Sept 2022 – Dec 2022 | Planning Inspectorate All Representors Other Consultees and Stakeholders (including the general | | Unknown | Service Level Agreement with Planning Inspectorate. Development Planning Team Other Council Staff |

| | | | | | | |
|--|--|--|--|--|--|---|
| | | | public) Development Planning Team Other Council Staff Programme Officer Independent Appraisers for SA(SEA) External Consultants / Legal Representation appointed if necessary | | | Independent Appraisers for SA(SEA) as advisors External Consultants / Legal Representation if necessary ICT Support Printing Costs Postage Costs Advertisement Costs |
|--|--|--|--|--|--|---|

Stage 7 Inspectors Report

The Town and Country Planning (Local Development Plan) (Wales) Regulation 24 (2004)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|---|---|---------------------|--|---|--|--|
| Receive Inspectors Report | After the examination, the Inspector will produce a binding report identifying proposed changes to the LDP. The authority will have the opportunity before the Inspectors report is finalised, to request the correction of factual errors. | Jan 2023 – Feb 2023 | Development Planning Team LDP Officers / Members Group LDP Steering Group / PSB Council | Written dissemination via post and e-mail. Meetings | Advise Council of receipt of Inspectors Report. Council is required to adopt the final LDP incorporating the Inspector's recommendations within 8 weeks and agree its 'Adoption Statement'. | Service Level Agreement with Planning Inspectorate. Development Planning Team Other Council Staff ICT Support Printing Costs |
| Publication of Final Inspectors Report | The authority will make copies of the Inspector report and its suggested changes available for public inspection within 4 weeks of its receipt. | Jan 2023 – Feb 2023 | Development Planning Team Council | Letters sent to all consultees advising availability of Inspectors Report. Copies of Inspectors Report placed on Council Web Site and at all deposit locations. Facebook & Twitter Bridgend Magazine | Council to notify its intention to adopt the LDP as soon as possible (or in any event within a further 4 weeks). | Development Planning Team ICT Support Printing Costs Postage Costs Advertisement Costs |

Stage 8 Adoption

The Town and Country Planning (Local Development Plan) (Wales) Regulation 25 (2004) and 2(19) (2015)

| Stage in the LDP preparation process | Purpose | Timescale | Who will be involved | Methods of involvement | Likely Outcomes & Reporting Mechanisms | Resources |
|--|---|-----------------------|--|--|---|--|
| Formal adoption of the Bridgend LDP as the Development Plan for Bridgend County Borough. | To advise of the adoption of the Bridgend Local Development Plan. | Mar 2023 – April 2023 | Development Planning Team LDP Steering Group / PSB Council All Stakeholders | Send copy of adoption statement to all stakeholders. Bridgend LDP published on Council Web and placed at original Deposit locations. Send 4no. copies of the adopted LDP and adoption statement to Welsh Government. As soon as practicably possible after adoption, final LDP sent to Specific Consultation Bodies & letters sent to all other consultees. | LDP adopted by resolution of Council. Publish Adoption Statement and Final SA Report | Development Planning Team ICT Support Printing Costs Postage Costs Advertisement Costs |

Contact details

You can contact the Development Planning Team using any of the following methods:

Email: ldp@bridgend.gov.uk

Telephone: 01656 643162

Post: Development Planning Team, Bridgend County Borough Council, Civic Offices, Angel Street, Bridgend, CF31 4WB

Appendix 1 – List of Consultation Bodies

The Council will consult the following consultation bodies at all stages in the preparation of the LDP.

Specific Consultation Bodies (including UK Government Departments)

- Welsh Government (including Planning division)
- Natural Resources Wales
- Abertawe Bro Morgannwg University Health Board
- Cwm Taf Morgannwg University Health Board
- British Telecom
- CADW
- Glamorgan Gwent Archaeological Trust
- Telecommunication Operators - O2 Airwave Service, Arqiva, O2 Plc, Three (Hutchinson), EE, T Mobile, Vodafone, NTL Communications, Virgin Media
- Gas and Electricity – Transco, Western Power Distribution, National Grid Wireless, National Grid Company Plc
- Sewerage of Water undertakers - Welsh Water Dwr Cymru
- Network Rail
- Secretary of State for Wales
- Department for Business, Energy and Industrial Strategy
- Department for Transport
- Home Office
- Ministry of Defence
- Awen Cultural Trust

Neighbouring Local Authorities

- Neath Port Talbot County Borough Council
- Rhondda Cynon Taff County Borough Council
- Vale of Glamorgan Council

Cardiff Capital Region Joint Cabinet and Other Local Authorities in the Cardiff Capital Region

- Cardiff Capital Region Cabinet
- Newport City Council
- City of Cardiff Council
- Merthyr Tydfil County Borough Council
- Blaenau Gwent County Borough Council
- Torfaen County Borough Council
- Monmouthshire County Council
- Caerphilly County Borough Council

Town and Community Councils in the Bridgend County Area (including neighbouring Town and Community Councils)

- Brackla Community Council
- Bridgend Town Council
- Cefn Cribwr Community Council

- Coity Higher Community Council
- Cornelly Community Council
- Coychurch Higher Community Council
- Coychurch Lower Community Council
- Garw Valley Community Council
- Laleston Community Council
- Llangynwyd Lower Community Council
- Llangynwyd Middle Community Council
- Maesteg Town Council
- Merthyr Mawr Community Council
- Newcastle Higher Community Council
- Ogmores Valley Community Council
- Pencoed Town Council
- Porthcawl Town Council
- Pyle Community Council
- St Brides Minor Community Council
- Ynysawdre Community Council
- Colwinston Community Council
- Ewenny Community Council
- Llangan Community Council
- St Brides Major Community Council
- Llanharan Community Council
- Gilfach Goch Community Council

Other Consultees

- Action on Hearing Loss
- Active Travel Cymru
- Barratt David Wilson Homes
- Bellway
- Bovis Homes
- Bridgend and District YMCA
- Bridgend Civic Trust
- Bridgend Coalition of Disabled People
- Bridgend College
- Bridgend County Allotment Association
- Bridgend County Borough Councillors
- Bridgend Designer Outlet
- Bridgend District Local History and Museum Society
- Bridgend Equality Forum
- Bridgend Friends of the Earth
- Bridgend Public Services Board – Bridgend County Borough Council, ABMU Health Board, South Wales Fire & Rescue, Natural Resources Wales, Public Health Wales, South Wales Police, National Probation Service, Community Rehabilitation Company, Bridgend Association of Voluntary Organisations, Valleys to Coast, Housing Welsh Government, South Wales Police & Crime Commissioner's Office, Bridgend College, Awen, Bridgend Business Forum
- Bridgend Women's Aid
- Bridgend Youth Council & Forum
- British Aggregates Association
- British Astronomical Association (Campaign for Dark Skies)

- British Gas Wales
- British Geological Society
- Business in Focus
- Cardiff International Airport
- CBI
- Celtic Energy
- Chartered Institute of Housing Cymru
- Citizens Advice Bureau
- Civil Aviation Authority
- Coal Authority
- Coastal Housing Group
- Coed Cymru (Welsh Woodland Organisation)
- Coity Walia Commoners Association
- Compute (Bridgend) Ltd
- Crown Estates Commissioners
- Davies Bros
- Design Commission for Wales
- Disability Wales
- Federation of Master Builders
- Federation of Small Businesses
- Fields in Trust
- Ford Motor Company
- Freight Transport Association
- Glamorgan Muslim Community Association
- Gofal Housing Trust
- Groundwork Bridgend
- Gypsy and Travellers Wales
- Hafod Housing Association
- Hale Homes
- Hanson Aggregates
- Health and Safety Executive
- Hendre Housing Association
- Home Builders Federation
- Jehovah's Witnesses
- Jehu
- Kier Living
- Linc – Cymru Housing Association
- Llamau Ltd
- Llanmoor Homes
- Llynfi Valley Forum
- Local and Regional Assembly Members representing Bridgend County Borough
- Local Members of European Parliament
- Local Members of Parliament
- Lovells
- Merthyr Mawr Estate Office
- National Air Traffic Services Ltd (NSL)
- National Federation of Gypsy Liaison Groups
- Network Rail
- NFU Cymru
- Ogmore Angling Association

- Ogwr DASH
- Persimmon Homes
- Planning Aid Wales
- Planning Inspectorate Wales
- Play Wales
- Porthcawl Civic Trust Society
- Quarry Products Association
- Ramblers
- Redrow Homes
- Religious Society of Friends – Quakers
- Representative Body of the Church in Wales (The)
- Riparian Owners of River Ogmore
- Road Safety Wales
- Royal Institute of Chartered Surveyors Wales
- Royal Mail Property Holding
- Royal National Institute for the Blind
- Royal Society of Architects in Wales
- RSPB Cymru
- RTPI Wales
- Shelter Cymru
- Showmen’s Guild of Great Britain South Wales and Northern Ireland
- Sports Wales
- Sustrans Cymru
- Tarmac
- Taylor Wimpey
- The Equality & Human Rights Commission
- The Wildlife Trust of South & West Wales
- United Welsh Housing Association
- Wales and West Housing Association
- Wallich (The)
- Welsh Ambulance Service
- Welsh Health Estates
- Welsh Local Government Association
- Yellow Wales

- **Chambers of Trade:-**
- CF31 Bid
- Maesteg Chamber of Trade
- Porthcawl Chamber of Trade

- **Local Transport Operators: -**
- Arriva Trains Wales
- First Cymru
- Great Western Trains Company Ltd

Appendix 2 – Timetable for Revised LDP

| | 2018 | | | | | | | | | | | | 2019 | | | | | | | | | | | | 2020 | | | | | | | | | | | | 2021 | | | | | | | | | | | |
|--|------|---|---|---|---|---|---|---|---|---|---|---|------|---|---|---|---|---|---|---|---|---|---|---|------|---|---|---|---|---|---|---|---|---|---|---|------|---|---|---|---|---|---|---|---|--|--|--|
| Key Stage - Definitive | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | | | |
| Stage 1 - Update Evidence Base | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Review Evidence Base (including review of SA/SEA Framework) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 2 - Delivery Agreement (DA) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Preparation of Draft DA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Political Reporting - Draft DA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Targeted Consultation on Draft DA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Political Reporting following consultation on DA (agreement to submit to WG) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Submission to Welsh Government | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DA agreed by Welsh Government | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 3 - Pre-Deposit Participation & Consultation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Consultation on Draft SA Scoping Report (5 weeks)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Call for Candidate Sites (8 week consultation)** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Candidate Sites Assessments | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Identification & assessment of vision, issues and objectives | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Identification & assessment of options (growth levels and spatial distribution) & SA/SEA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Preparation of Preferred Strategy, SA Report & HRA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

*statutory 5 week consultation to be undertaken between July –September 2018

**statutory 8 week consultation to be undertaken between September – December 2018

| | 2019 | | | | | | | | | | | | 2020 | | | | | | | | | | | | 2021 | | | | | | | | | | | | 2022 | | | | |
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| Key Stage - Definitive | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M |
| Stage 3 - Pre-Deposit Participation & Consultation (Continued) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Consultation on Preferred Strategy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Consultation on Initial SA/SEA Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Analyse consultation responses and prepare Initial Consultation Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Prepare Deposit Plan, update SA/HRA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 4 - Deposit LDP | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Consultation on Deposit Plan, SA/SEA Report and HRA | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Analyse consultation responses and prepare Consultation Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2022 | | | | | | | | | | | | 2023 | | | | | | | | | | | | 2024 | | | | | | | | | | | | 2025 | | | | |
| Key Stage - Indicative | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M |
| Stage 5 - Submission of LDP to Welsh Government | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 6 - Examination | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 7 - Inspector's Report - Preparation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 7 - Inspector's Report - Publication | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stage 8 - Adoption | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Appendix 3 – Bridgend Replacement LDP: Draft Delivery Agreement Consultation Report – Summary of Key Issues Raised

A statutory review of the Bridgend Local Development Plan (LDP) commenced in 2017, an important stage being the publication of the Draft Review Report which was subject to a four week stakeholder consultation period commencing Monday 30 April 2018 until 5pm Friday 25 May 2018. The Delivery Agreement sets out how and when the local community and other stakeholders can contribute to the preparation of the Replacement Plan and a timetable for its preparation. It is proposed that the Replacement LDP will cover a plan period up to 2033.

The LPA received 8 consultation responses. A summary of the key issues raised in relation to the questions on the Draft Delivery Agreement is provided in the table below:

| Representor | Comment | LPA Response | Recommendation |
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| The Glamorgan Gwent Archaeological Trust Ltd | The historic environment is an important part of Bridgend CBC's area, and includes statutorily designated historic assets of both areas and structures, as well as non-designated historic assets. The range of these includes areas such as the Mesolithic flint scatters at Merthyr Mawr Warren, shrunken Medieval villages, and the historic core of Bridgend, with its Medieval bridge, castle and church, industrial minerals extractive and transporting landscapes, RAF Stormy Down, as well as information on isolated finds of all periods, all of which contribute to the distinctive heritage and current form of the area. We are also able to provide information on the policies and procedures that have been adopted for development in other local authorities: for Bridgend, eleven areas have been delineated as Archaeologically Sensitive Areas in an Archaeology and Archaeologically Sensitive Areas SPG which has been supplied to you in draft in 2017 and is awaiting approval. The historic environment should not be seen as any constraint to development, but viewed with the Well-being of Future Generations (Wales) Act, contribute substantially to the well-being goals relating to culture and community, and by understanding and enhancement to the remaining goals. The Draft Review Report notes in 2.2.11 that the Historic Environment (Wales) Act 2016 has become law, giving more effective protection to the historic environment in Wales. There is a suite of relevant supporting policy (Planning Policy Wales 9, 2016 Chapter 6: The Historic Environment, technical advice notes (TAN24: The Historic Environment) and best practice guidance, | The comments received from the Glamorgan Gwent Archaeological Trust Ltd are noted. | No change required to the Delivery Agreement. |

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| | some of which is still emerging. Inclusion of these in a revised Plan would acknowledge current legislation and support current professional standards. | | |
| Natural Resources Wales | <p>Thank you for consulting Cyfoeth Naturiol Cymru / Natural Resources Wales on the above LDP draft deliver agreement, which we received on 24 April 2018.</p> <p>We welcome the consultation, and we acknowledge the delivery agreement timescales. We would like to take the opportunity to offer our support, including informal engagement throughout the LDP review process.</p> | The comments received from Natural Resources Wales are noted. | No change required to the Delivery Agreement. |
| National Grid | National Grid has appointed Amec Foster Wheeler to review and respond to development plan consultations on its behalf. We have reviewed the above consultation document and can confirm that National Grid has no comments to make in response to this consultation. | The comments received from National Grid are noted. | No change required to the Delivery Agreement. |
| Merthyr Mawr Community Council | Thank you for providing the information regarding Bridgend Local Development Plan (2013) - Consultation on Draft Review Report & Draft Replacement Local Development Plan Delivery Agreement. This was noted by Merthyr Mawr Community Council during their meeting on Monday 14th May 2018. Merthyr Mawr Community Council are satisfied with the way the review is being undertaken at present. | The comments received from Merthyr Mawr Community Council are noted. | No change required to the Delivery Agreement. |
| Welsh Water | Thank you for consulting Welsh Water on the Draft Review Report. We have no specific comments to make on the content but are keen to be involved in the early stages of the Replacement LDP. | The comments received from Welsh Water are noted. The LPA will liaise with Welsh Water as part of the Replacement LDP process. | No change required to the Delivery Agreement. |
| South Wales Police, Designing Out Crime Officer | In respect of the above, I would like to pass comment at the appropriate time, as the Designing out Crime Officer for the Bridgend County Borough Council Area, to strengthen the subject topic of Community Safety within the Local Development Plan. | The comments received from South Wales Police (Designing Out Crime Officer) are noted. The LPA will liaise with South Wales Police on this issue as part of the Replacement LDP process. | No change required to the Delivery Agreement. |
| Mrs M C Wilkins | Bridgend County Borough is suffering from over intensification of large housing developments; this is putting a strain on our communities and causing the highway structure to become grid locked. The LDP is against over intensification of houses and this is adopted by Bridgend County Borough Council. | The comments received from Mrs M C Wilkins are noted. The Spatial Strategy will be reviewed as part of the Replacement LDP process. | No change required to the Delivery Agreement. |
| Land Promotion | | | |

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| Mr Stephen Blackwell | Possible inclusion of land at Pentre Beili Farm. | <p>The draft DA consultation is not the appropriate stage in the Replacement LDP process for the submission of land for inclusion in the LDP.</p> <p>There will be a formal 'Call for Candidate Sites' consultation (8 weeks) during Stage 3 (Pre-Deposit Participation & Consultation) of the Replacement LDP Process.</p> | No change required to the Delivery Agreement. |
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| Officer Amendments | |
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| 1. | <p>Paragraph 1.4.2 has been amended to show a degree of linkage between the SA (SEA), the Bridgend Well-being Plan (in accordance with the Well-Being of Future Generations (Wales) Act and Habitats Regulations Assessment (HRA).</p> <p><i>The SA, incorporating SEA, will therefore draw upon the Bridgend Local Well-being Plan (produced in accordance with the Well Being of Future Generations (Wales) Act – refer to Section 1.9) and will integrate where possible with a Wellbeing Assessment, Health Impact Assessment (HIA) and Habitats Regulations Assessment (HRA) that will also be prepared to support the Bridgend LDP Review.</i></p> |
| 2. | <p>Paragraph 1.4.3 amended to read:</p> <p>a) The first bullet point regarding SA Scoping has been expanded to reference the statutory requirement to undertake SEA screening (as this is an LDP Review rather than a first LDP). The following amendment has been made so that this bullet point reads:</p> <p><i>A Sustainability Appraisal, incorporating Strategic Environmental Assessment, Scoping Report.</i> <i>This report will identify the need to undertake a SA, incorporating SEA, of the LDP Review and set out the proposed SA methodology and consultation arrangements. In doing so it will provide an overview of sustainability baseline data conditions and issues relevant to the Bridgend area, together with a review of other plans, policies, programmes and strategies which are likely to influence the LDP Review. The existing SA Framework adopted for the first Bridgend LDP will also be reviewed and updated as necessary to provide a robust mechanism for undertaking the SA, incorporating SEA, of new LDP proposals and policy options as they emerge. This report will be subject to consultation with the SEA Consultation Bodies before any substantive proposals or policy options are subject to consultation.</i></p> <p>b) For clarity the second and third has been combined into a single bullet point as follows:</p> <p><i>The Sustainability Appraisal (SA) Report:</i> <i>All substantive proposals and policy options for a replacement LDP will be subject to a proportionate level of SA, incorporating SEA. This will include assessment reasonable alternatives to preferred options and the SA will be carried out in accordance with the SA Framework and methodology defined through SA/SEA Screening and Scoping. The SA process will be reported within iterative SA Reports which</i></p> |

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| | <p><i>will accompany the Preferred Strategy (LDP Pre-Deposit) and Pre-Deposit Documents, with the SA Report updated between these stages to reflect changes to the emerging LDP:</i></p> <ul style="list-style-type: none"> <i>o The SA Report for the Preferred Strategy will focus on assessing likely significant effects from the proposed LDP options, spatial strategy and strategic policies; and,</i> <i>o The SA Report for the LDP Pre-Deposit Document will assess likely significant effects from all substantive components of the LDP Deposit Document, including all proposed site allocations and policies.</i> <i>o Following the completion of an Examination regarding the LDP, all binding recommendations made by the Examination Inspector will be subject to SA, incorporating SEA, Screening, to determine whether they would give rise to any new or different likely significant effects not previously reported within the SA Report for the LDP Deposit Document. This SEA Screening will be documented within an SA Addendum.</i> <p>c) The final bullet point has been amended to make clear that the SA Adoption Statement will be published after the adoption of the revised LDP:</p> <p>A Sustainability Appraisal Post Adoption Statement <i>will be published after the revised LDP is adopted. This will explain how sustainability considerations and the Sustainability Assessment, incorporating Strategic Environmental Assessment, have been taken into consideration in the production of the revised LDP.</i></p> |
| 3. | <p>Amendment to Section 1.5 - the recommended changes outline the requirement for HRA with reference to the relevant EU Directive and the relevant Regulations for Wales. The Stages for HRA are set out in full but make it clear that there are particular circumstances for progression through the Stages for the LDP Review. In addition the revised text draws together the SA/SEA and HRA elements to state that these will take place concurrently.</p> <p><i>The requirement for Habitats Regulations Assessment (HRA) comes from the Habitats Directive, specifically Article 6(3), which requires that land use plans, including LDPs, are subject to a HRA Screening to determine whether any plan [or project] is likely to have a significant effect upon a European site, either alone, or in combination with other projects. In Wales, requirements for HRA, including for proposed modifications to existing plans, are set out within Part 6 of the Conservation of Habitats and Species Regulations 2017 and Part 2 of the Conservation of Offshore Marine Habitats and Species Regulations 2017.</i></p> <p><i>The HRA process follows a series of Stages; these will be undertaken for the LDP Review, as necessary, to meet with the requirements of the Regulations:</i></p> <ul style="list-style-type: none"> Stage 1 - HRA Screening: <i>to determine whether the LDP Review is likely to have significant effects on European Sites;</i> Stage 2 – Appropriate Assessment: <i>If the HRA Screening indicates that the LDP Review is likely to have significant effects, a further level of assessment is needed to consider whether the LDP Review could adversely affect the integrity of one or more European site(s), either alone or in combination with other plans or projects, in view of their established conservation objectives and conservation status. If the potential for adverse effects on site integrity are identified, the Appropriate Assessment should also consider mitigation measures to control the identified impacts, to avoid adverse effects on site integrity; and</i> Stage 3 and 4 – Consideration of Alternatives and Imperative Reasons of Overriding Public Interest: <i>Only where significant effects remain at the end of Stage 2 in the HRA process, is there a need to consider alternatives and Imperative Reasons of Overriding Public Interest.</i> <p><i>The HRA process will be undertaken in conjunction with the SA (incorporating SEA) to ensure an integrated approach to assessment. It is intended that the process will run concurrently with the plan making process and form an iterative part of the LDP Review, involving the consideration of all emerging policy and site options. Natural Resources Wales will be consulted throughout the HRA process.</i></p> |

Appendix 4 – Risk Assessment

| Risk | Potential Impact | Probability | Mitigation Measures |
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| Change in staff resources available to undertake revised LDP preparation. | Programme slippage | Medium | Consider additional resources (including support from other sections within the Council) and ensure robust structure. Ensure that the replacement LDP remains a top corporate priority. |
| Timetable proves too ambitious due to greater than anticipated workload. | Programme Slippage. | Medium/High | Consider additional resources. |
| Reduction and lack of financial resources. | Programme slippage. Delay in securing information required to progress plan. | Medium | Sufficient funds are allocated in the LDP budget in addition to a contingency budget to address unforeseen costs. |
| Corporate reorganisation of structures. | Programme slippage | Medium | Ensure that the replacement LDP remains a top corporate priority. |
| Delays caused by Welsh translation and/or the printing process. | Programme slippage | Low/Medium | Consider additional resources. |
| Significant levels of objections from statutory consultation bodies. | LDP cannot be submitted for examination without significant additional work. | Low/Medium | Ensure close liaison with, and early involvement of statutory bodies as stakeholders in the process. |
| Large volume and /or highly significant levels of objection to proposals e.g. site allocations. | Programme slippage. Plan cannot be submitted for examination without significant work. | Medium | Ensure close liaison and early/continued involvement of the community, statutory bodies & stakeholders throughout the plan preparation process. |
| Lack of consensus throughout the organisation and/or lack of support from officers/other departments in production of the evidence base. | Programme slippage | Low/Medium | Ensure close liaison with, and early involvement of key Members and Officers. |
| Challenging timetable to prepare revised LDP within 3.5 years due to greater than anticipated workload (e.g. greater | Programme slippage | Medium | Realistic timetabling for each stage of plan preparation, adequate resources and careful project management |

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| number of representations received or SA/SEA/HRA requirements). | | | with adequate contingencies / flexibility. |
| Planning Inspectorate fail to meet their timescales per the Service Level Agreement | Examination delayed. | Low/Medium | Maintain close liaison with the PI to ensure that early warning of any problems, e.g. consultation on the LDP. |
| LDP fails 'test of soundness' | LDP cannot be adopted without considerable additional work. | Low | Ensure LDP is sound, founded on a robust evidence base. |
| Additional requirements arising from the issue of new legislation and/or national guidance. e.g. revised LDP alignment with revised Planning Policy Wales and LDP Manual. | Programme slippage | Medium/High | Monitor emerging legislation / guidance; report and respond early to changes as necessary. |
| Involvement in preparation of Strategic Development Plan (SDP) | Programme slippage. Resource implications, extent of input to the SDP currently unknown. | Medium/High | Ensure sufficient resources are available and corporate support of SDP process and timetable from outset. |
| Review of revised Plan resulting from a requirement to align with a Strategic Development Plan. | Programme slippage | Low | Ensure involvement in progress of regional work. Continued liaison with Welsh Government |
| Direction from Welsh Government Cabinet Secretary to prepare a Joint Plan. | Work on individual LDP to date would be abortive. | Low | Ensure close liaison with Welsh Government. |
| Insufficient information to undertake SA/SEA. | Programme slippage. | Low/Medium | Identify expectations of consultation bodies in DA. Consider additional resources. |
| Legal challenge. | Adopted LDP may be quashed in whole or in part by the Courts. | Medium | Ensure procedures, Act, Regulations etc., are complied with. |

Appendix 5 – Glossary of terms

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| Adopted Plan | The final version of the Local Development Plan. |
| Adoption | The final stage of Local Development Plan preparation where the LDP becomes the statutory development plan for the area it covers. |
| Annual Monitoring Report (AMR) | A yearly report to monitor the effectiveness of the LDP and ultimately determines whether any revisions to the Plan are necessary. It assesses the extent to which the LDP strategy and objectives are being achieved and whether the LDP policies are functioning effectively. |
| Candidate Site | A site nominated by an individual with an interest in land (i.e. landowner, developer, agent or member of the public) to be considered for inclusion in the LDP. All Candidate Sites will be assessed for suitability for inclusion as potential allocations. |
| Community | People living in a defined geographical area, or who share other interests and therefore form communities of interest. |
| Community Involvement Scheme (CIS) | The Community Involvement Scheme forms part of the Delivery Agreement. It outlines the principles of engagement and provides detail on how the Local Planning Authority will involve communities and stakeholders (including businesses and developers) in the preparation of the Local Development Plan. |
| Consensus Building | A process of dialogue with the community and other interested parties to understand relevant viewpoints and to seek agreement where possible. |
| Consultation | A formal process in which comments are invited on a particular topic or draft document usually within a defined time period. |
| Council | Bridgend County Borough Council |
| Delivery Agreement (DA) | A document comprising the local planning authority's timetable for the preparation of a Local Development Plan, together with its Community Involvement Scheme, submitted to the Welsh Government for agreement. |
| Deposit | A formal six week stage in which individuals and organisations can make representations on the Local Development Plan. Representations that relate to whether the plan is 'sound' can then be examined by an Inspector. |
| Deposit Plan | This is a full draft of the LDP which undergoes a formal consultation period prior to it being submitted to the Welsh Government for public examination. |

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| Duly Made | Representations to the development plan which are made in the correct manner and within the specified consultation time period. |
| Engagement | A proactive process that seeks to encourage the involvement and participation of the community and other groups in the decision making process. |
| Evidence Base | Information and data that provides the basis for the preparation of the LDP vision, objectives, policies and proposals and justifies the soundness of the policy approach of the LDP. |
| Examination | The examination involves public examination of the Deposit LDP, the Deposit representations, the report of consultation, evidence base/background documents and the Sustainability Appraisal Report. This is carried out by the Planning Inspectorate on behalf of the Welsh Government. |
| Habitat Regulations Assessment (HRA) | Habitats Regulations Assessment (HRA) relates to the assessment of the impacts of a plan (or project) against the nature conservation objectives of European designated sites for any likely significant effects. HRA also ascertains whether the proposed plan would adversely affect the integrity of the site. |
| Indicator | A measure of variables over time, often used to measure progress in the achievement of objectives, targets and policies. |
| Inspector's Report | The Report prepared by an independent Inspector who examines the LDP. The Inspector's Report contains recommendations on the content of the final LDP and is binding upon the Council. The Council must adopt the LDP in the manner directed by the Inspector. |
| Involvement | Generic term relating to community involvement that includes both participation and consultation techniques. |
| Local Development Plan (LDP) | A land use plan which includes a vision, strategy, area wide policies for development types, land allocations, and policies and proposals for key areas of change and protection. Allocations and certain policies are shown geographically on the Proposals Map forming part of the Plan. The LDP is a statutory development plan that each local planning authority area is required to produce in Wales. |
| LDP Officer / Member Group | A group of officers and Members of BCBC established to consider issues relating to the LDP which reports to the LDP Steering Group. |
| LDP Steering Group | The LDP Steering Group is a group of Members whose purpose is to oversee the preparation of the LDP. The |

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| | Council's Development Control Committee will undertake this role. |
| Local Planning Authority (LPA) | In the case of Bridgend County Borough, this is Bridgend County Borough Council. |
| Objective | A statement of what is intended, specifying the desired direction of change in trends. |
| Participation | A process rather than a single event that provides opportunity for direct engagement with the community and stakeholders to input into decision making. |
| Planning Inspectorate | The Wales branch of the Planning Inspectorate is an independent body that will be responsible for the formal examination of the LDP. |
| Planning Policy Wales (PPW) | Planning policy guidance for Wales produced by the Welsh Government is set out in this document |
| Pre-Deposit | Stages of preparation and consultation of the LDP before the Deposit Plan is finalised and approved by the Council. |
| Preferred Strategy | This sets out the broad strategic direction for the LDP. This includes the preferred level of growth along with the spatial strategy for distributing the growth. It also includes the vision, issues and objectives of the plan. |
| Press Releases | Sent to Welsh media, including newspapers, radio and television news stations as appropriate. Media may choose not to print or broadcast an item. |
| Regulation | Regulations are set out in Welsh Statutory Instruments. They provide the framework for the preparation of the LDP. |
| Report of Consultation | A Consultation Report is one of the documents required to be submitted for independent examination. An initial consultation report is also required for the pre-deposit stage. |
| Representations | Comments received in relation to the LDP, either in support of, or in opposition to. |
| Review Report | The Review Report provides an overview of the issues that have been considered as part of the full review process and identifies changes that are likely to be needed to the LDP, based on evidence. It also sets out the type of revision procedure to be followed in revising the LDP. |
| Scoping | The process of deciding the scope and level of detail of a sustainability appraisal (SA), including the sustainability effects and options which need to be considered, the assessment methods to be used and the structure and contents of the SA Report. |

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| Soundness Tests | In order to adopt a LDP it must be determined to be 'sound' by the Planning Inspector. The Tests of Soundness are set out in PPW. There are three tests to make that judgement in relation to the plan as a whole. A framework for assessing the soundness of LDPs has been developed by the Planning Inspectorate. |
| Stakeholders | People whose interests are directly affected by a LDP (and/ or Sustainability Appraisal/ Strategic Environmental Assessment) and whose involvement is generally through representative bodies. |
| Strategic Environmental Assessment (SEA) | Generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. The European Strategic Environmental Assessment Directive (2001/42/EC) requires a formal "environmental assessment of certain plans and programmes, including those in the field of planning and land use". |
| Strategic Development Plan (SDP) | A Strategic Development Plan is a tool for regional planning to cover cross- boundary issues such as housing and transport. It will be prepared by a Strategic Planning Panel across a region. LPA's must have regard to the SDP when developing their LDPs. |
| Submission | When the LDP, SAR and HRA are formally submitted to the Welsh Government for independent examination by a Welsh Government appointed Inspector. |
| Supplementary Planning Guidance (SPG) | Provide more detailed or site specific guidance on the application of LDP Policies. They provide supplementary information in respect of the policies in a LDP. SPG does not form part of the LDP and is not subject to independent examination. |
| Sustainability Appraisal (SA) | Tool for appraising policies, including LDPs, to ensure they reflect sustainable development objectives (i.e. social, environmental and economic factors). Each LPA is required by Section 62(6) of the Act to undertake SA of their Local Development Plan. This form of sustainability appraisal fully incorporates the requirements of the Strategic Environmental Assessment Directive. |
| Sustainability Appraisal Report (SAR) | A document required to be produced as part of the Sustainability Appraisal process to describe and appraise the likely significant effects on sustainability of implementing a LDP, which meets the requirements for the Environmental Report under the SEA Directive. Section 62(6) of the Act requires each LPA to prepare a report of the findings of the SA of the LDP. It is an integral part of the development plan making process. |

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| Timetable | Sets out the dates by which key stages and processes of LDP preparation are expected to be completed. These are definitive for stages up to the deposit of the LDP and indicative for the remaining stages after. |
| Well-being of Future Generations (Wales) Act (2015) | The Well-being of Future Generations (Wales) Act 2015 is legislation that requires public bodies, such as local authorities, to put long term sustainability at the forefront of their thinking to make a difference to lives of people in Wales. Local authorities must work towards the seven well-being goals and enact the five ways of working set out in the Act. |
| Workshop | Where members of the public have the opportunity to engage in group debates and practical exercises with a written or drawn 'output'. |

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Bridgend Replacement Local Development Plan 2018-2033



Equality Impact Assessment

Full Equality Impact Assessment (EIA) form

This document is a multi-purpose tool ensuring the appropriate steps are taken to comply with the [Public Sector Equality Duty](#) Equality Impact Assessment legislation and to demonstrate that we have shown due regard to the need to reduce inequalities of outcome resulting from socio-economic disadvantage when taking strategic decisions under the [Socio-economic Duty](#). It also ensures consideration of the [Welsh Language Standards](#). [Click here to access more information and guidance to help you complete this EIA.](#)

- This assessment should be carried out **before your policy or proposal commences but after your engagement or consultation activities**.
- Your EIA screening form should have informed your consultation or engagement activities.
- If you are undertaking a full public consultation as part of your policy or proposal this form should be completed after the consultation has concluded.
- The results of your consultation and engagement activities will have helped you to gain a better understanding of the needs of those who may be impacted by the policy or proposal.
- **All sections and all questions require a response and must not be left blank even if they are ‘not applicable’.**

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| Name of project, policy, function, service or proposal being assessed: | Deposit Replacement Local Development Plan (LDP) 2018-33 |
| Brief description and aim of policy or proposal: | <p>The Planning and Compulsory Purchase Act 2004 requires Bridgend County Borough Council (the Council) to prepare a Local Development Plan (LDP) setting out its objectives for the development and use of land in Bridgend County Borough over the plan period to 2033, and its policies to implement them. The existing LDP was adopted in 2013 and covers the period 2006-2021. Whilst a Replacement LDP is therefore required for the 2018-2033 period, it needs to and will very much build upon the first adopted Plan for the County Borough.</p> <p>The LDP will be required to:</p> <ul style="list-style-type: none"> • deliver sustainable development; • build upon, and add value to the National Development Framework and national planning policies and guidance produced by the Welsh Government; • reflect local aspirations for the County Borough, based on a vision agreed by the Council and other stakeholders; • express in land-use terms the objectives of the Well-Being of Future Generations (Wales) Act 2015 and priorities of the Bridgend Public Services Board's Well-being Plan. This will be enabled by |

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| | <p>demonstrating the Five Ways of Working (involvement, collaboration, integration, prevention and long term balancing factors) in the Plan's development;</p> <ul style="list-style-type: none"> • provide a basis for rational and consistent development management decisions; • guide growth and change, while protecting local diversity, character, and sensitive environments; and • show why, how and where change will occur over the plan period. <p>This Strategy contains a number of key elements, notably:</p> <ul style="list-style-type: none"> • Key Issues and drivers that the Plan seeks to contribute to addressing; • A Vision for what Bridgend will look like in 2033; • Strategic Objectives to address the issues and deliver the Vision; • Growth Strategy; • Spatial Strategy; and • Strategic policies. |
| Who is responsible for delivery of the policy or proposal? | Bridgend County Borough Council (Strategic Planning Section) |
| Date EIA screening completed: | 30.10.2020 |

Evidence

Record of other consultation/engagement with people from equality groups, people who represent these groups, staff who work with groups, including any sessions run as part of a public consultation.

| Group or persons consulted | Date/venue and number of people | Feedback/areas of concern raised | Action Points |
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| Bridgend PSB Health Impact Assessment Workshop | BCBC Offices – 12/07/2019 – 19 people attended representing Natural Resources Wales, Bridgend College, Valleys to Coast | <p>Population groups potentially impacted by the plan were identified as:</p> <ul style="list-style-type: none"> • Older adults – the importance of recognising the needs of the ageing | |

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| | <p>Housing, South Wales Police, South Wales Fire and Rescue, members and officers from Bridgend CBC, Bridgend Association of Voluntary Organisations, the Local Public Health Team, Public Health Wales, and AWEN.</p> | <p>population in housing and development design</p> <ul style="list-style-type: none"> • Children and young people – in particular recognising the importance of access to green outdoor space, active travel and healthy food environments as drivers in reducing obesity levels in children • Unemployed people • Homeless people • Areas in need of social and economic regeneration • People on a low income • Disadvantaged groups, including gypsies and travellers and people fleeing domestic abuse | |
| <p>Bridgend Youth Council Open Day</p> | <p>BCBC Council Chamber – 28/10/2019</p> <p>15 people attended</p> | <p>Key issues that the Deposit Plan needs to cover:</p> <p>Renewable energy - Need to reduce Carbon footprint / potential to increase wind turbines in Garw Valley / make renewable technology standard in house construction / increase number of electric car charging points</p> <p>Greater provision of active travel routes – Current lack of connectivity between existing routes</p> | <p>The replacement LDP will seek to ensure that developments, where necessary, will be served by appropriate infrastructure such as electric vehicle charging points.</p> <p>Replacement LDP needs to ensure employment strategy safeguards a range of sites that are suitable for all types of employment uses of varying sizes to enable local companies to open premises in Bridgend.</p> <p>Strategic site policies need to ensure that residential development proposals provide active travel linkages to improve connections to existing routes.</p> |

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| | | <p>Revitalisation of town centres – range of uses needs to be broadened; particular reference to empty units in Maesteg being used to accommodate current edge of centre uses</p> <p>Regeneration of Porthcawl waterfront – broad support for this, particularly to encourage more leisure and hospitality uses. Greater range of events and facilities are required to improve its image as a tourist destination</p> <p>Rising levels of street litter – particular concern over the lack of litter bins / use of plastics</p> <p>Employment – Concern that local companies were given sufficient opportunities to open premises in Bridgend</p> <p>Growth Strategy – broad agreement with level and location of growth for the 15 year period. Importance of more interaction with younger age groups as future custodians of the decisions made today was encouraged.</p> | <p>Town Centre policies in the Replacement LDP need sufficient flexibility to encourage a wider range of uses can be accommodated to improve vitality of retail and commercial centres</p> <p>Further engagement with Youth Council as part of Deposit Plan consultation will be held</p> |
| Planning Aid Preferred Strategy Consultation with Community and Town Councils | Five events held between 23/09/2019 and 04/11/2019 at Maesteg Town Hall, Ynysawdre Parish Room, Brackla Community Hall, | <p>Summary of main issues:</p> <p>Provision of necessary infrastructure – negative impact of traffic congestion, hit and miss accessibility of public transport</p> | |

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| | <p>High Tide Inn, Porthcawl and Heol y Cyw Welfare Hall – 37 people attended</p> | <p>Pressure on schools and ability to provide fair access to education</p> <p>Housing – role of towns and villages; Dormitory settlements; isolation; relationship with job provision;</p> <p>Affordable Housing – overwhelming need exceeding supply</p> <p>Town Centres – vacant shops; impact on jobs; lack of parking – particularly for disabled users</p> <p>Employment – scope for small-scale employment uses in rural areas, but is this being addressed?</p> <p>Environment and Biodiversity – loss of green spaces; pressure on open space; impact on health; forestry management; flooding</p> <p>Community Facilities – loss of public toilets and impact this has on minority groups</p> <p>Elderly population – need to accommodate and meet the needs of all age groups</p> | |
| <p>Preferred Strategy Consultation – public exhibitions</p> | <p>Consultation held between 30th September 2019 and 8th November 2019</p> | <p>Specific issues raised of relevance to EIA:</p> <ul style="list-style-type: none"> • Shortage in provision of smaller dwellings, wider recognition | |

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| | <p>13 events were held at the following venues:</p> <ul style="list-style-type: none"> • Jennings Building, Porthcawl • Pyle Library • Pencoed Library • Maesteg Town Council Meeting Rooms • Bridgend Civic Offices <p>A total of 186 people attended.</p> <p>In addition, an online consultation was held during the same period, which was advertised on the BCBC website and in local press. 354 specific representors were contacted with details of how to respond. 70 representations were received.</p> | <p>required of housing crisis and greater emphasis needed on provision of affordable housing</p> <ul style="list-style-type: none"> • Need to address differences in economies between the valleys and coastal areas • Ageing population of Bridgend • Concern over upcoming loss of 1700 jobs at Bridgend and impact on residents • Importance of new development being capable of providing sufficient social and community infrastructure to meet the needs of residents in a sustainable manner • Primary Healthcare Provision – existing premises felt to be at capacity • Need to reduce car dependency • Support for creation of walkable neighbourhoods and safe streets • Inadequate provision of affordable housing in light of identified shortfall • Gypsy and Traveller accommodation needs to be recognised in the LDP | |
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| <p>If you undertook a full public consultation please enter the details and a summary of the findings here:</p> | <p>The Deposit Plan will be subject to public consultation in June 2021. The Equality Impact Assessment will be published alongside it. The following key stakeholders will be written to as part of the consultation as they were with the Preferred Strategy consultation:</p> <ul style="list-style-type: none"> • Bridgend and District YMCA • Bridgend Coalition of Disabled People • Bridgend Equality Forum • Bridgend Public Services Board – Bridgend County Borough Council, ABMU Health Board, South Wales Fire & Rescue, Natural Resources Wales, Public Health Wales, South Wales Police, National Probation Service, Community Rehabilitation Company, Bridgend Association of Voluntary Organisations, Valleys to Coast, Housing Welsh Government, South Wales Police & Crime Commissioner’s Office, Bridgend College, Awen, Bridgend Business Forum • Bridgend Women’s Aid • Bridgend Youth Council & Forum • Commission for Racial Equality • Disability Rights Commission • Disability Wales • Equal Opportunities Commission • Gypsy and Travellers Wales • Royal National Institute for the Deaf and Hard of Hearing People • Royal National Institute for the Blind • Wales Council for the Disabled. |
| <p>Please list any existing documents, reports, evidence from previous engagement, previous EIAs, service user information etc. which have been used to inform this assessment.</p> | <p>The preparation of the Draft Pre-Deposit Preferred Strategy has emerged from a robust approach in respect of evidence gathering:</p> <ul style="list-style-type: none"> • Existing LDP Review Report • Replacement LDP Delivery Agreement • SA/SEA Scoping Report • Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA) - Initial SA Report |

- Deposit SA Report / HRA Appropriate Assessment Report
- The Full Sustainability Appraisal of the Preferred Strategy
- Candidate Site Register and Assessment Report (2020)
- Economic Evidence Base Study (2019) and update (2020)
- Retail Study (2019)
- Renewable Energy Assessment (2020)
- Bridgend Smart Energy Plan (2019)
- Settlement Assessment Study (2019)
- Demographic Analysis and Forecasts Report (2019)
- Demographics Update Addendum (2020)
- Outdoor Sport and Children's Play Space Audit (2021)
- Green Infrastructure Assessment (2021)
- Local Housing Market Assessment (2021)
- Special Landscape Designations (2010)
- Landscape Character Assessment (2013)
- Gypsy and Traveller Accommodation Assessment (2020)
- Health Impact Assessment (2021)
- Bridgend's Active Travel Integrated Network Map
- Bridgend Destination Management Plan 2018-2022
- Bridgend Strategic Flood Consequences Assessment (2020)
- LDP Viability Assessment (2021)
- Bridgend Local Biodiversity Action Plan (2014)
- Green Wedge Review (2021)
- Site of Importance for Nature Conservation Review (2020)
- Strategic Transport Assessment (2021)
- Infrastructure Delivery Plan (2021)
- Bridgend PSB Assessment of Local Well-being (2017)
- Bridgend PSB Well-being Plan (2018-2023)
- Bridgend Town Centre Masterplan (Consultation version - 2021)
- Bridgend County Borough Violence against Women, Domestic Abuse and Sexual Violence Strategy (Annual Report 2019 to 2020)

If you have identified any data gaps then you **MUST** undertake more consultation/engagement/research.

Assessment of Impact

It is important that you record the mitigating actions you will take when developing your final policy or proposal. Record here what measures or changes you will introduce to the policy or proposal in the final draft which could:

- Reduce or remove any unlawful or negative impact or disadvantage;
- Improve equality of opportunity;
- Introduce positive change;
- Reduce inequalities of outcome resulting from socio-economic disadvantage;
- Provide opportunities for people to use the Welsh Language;
- Ensure that the Welsh Language is treated no less favourably than the English Language.

Protected characteristics

Based on the data you have analysed, and the results of consultation or engagement, consider what the potential impact will be upon people with protected characteristics (negative or positive). Include any examples of how the policy or proposal helps to promote equality. If you do identify any adverse impact you **must seek legal advice as to whether, based on the evidence provided, an adverse impact is or is potentially discriminatory, and identify steps to mitigate any adverse impact – these actions will need to be included in your action plan.**

| | What are the impacts of your policy or proposal? Please place an X in the relevant box | | | Why have you come to this decision? Please provide an explanation and any supporting evidence. | Considerations to mitigate negative impact(s) and/or secure positive impact(s) |
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| | Positive impact(s) | Negative impact(s) | No impact | | |
| Gender | | | X | <p>Incidents of sexual harassment, assault and domestic violence highlight the importance of safety considerations in the design of public spaces and neighbourhoods in relation to their prevention.</p> <p>The Bridgend Wellbeing Assessment found that while the pay gap between men and women was higher in Bridgend than the Wales average</p> | <p>Good design and placemaking is at the heart of the LDP. This includes the need to minimise opportunities for crime to be generated or increased, whilst promoting community safety. Secure by Design principles form part of the overall sustainable design considerations for development proposals (Policy SP3), including those proposals that may</p> |

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| | | | | <p>each year between 2011 and 2014, it declined sharply from £148.00 in 2012 to £71.50 in 2015 - below the Wales average of £86.30.</p> <p>In addition to wage disparity, the location of development has potential to have a significant impact on the economic opportunities open to women. i.e. the availability of childcare, ability to access health, social & care facilities, provision of public transport and travel times between employment and schools.</p> <p>The LDP has been formulated to ensure that sufficient employment land is allocated, and supported by the required social and community infrastructure to ensure a mix of equal employment opportunities can be created and promoted, in both full and part time occupations.</p> | <p>exacerbate existing issues. The Authority consults South Wales Police on all planning applications who advise on individual proposals. Key principles include the promotion of natural surveillance over public areas and the prevention of dark, unused corners/routes. There is however a need to balance security design features with the overall impact upon street character and attractive, inclusive public realms. All future development proposals will be assessed to ensure that they will make a positive contribution towards strengthening local identity, achieving sustainable communities, encouraging a more sustainable way of living, and promoting community cohesion and engagement.</p> <p>The LDP seeks to tackle inequalities between communities and support people to adopt healthy, culturally fulfilled lifestyles by improving access to services, cultural opportunities and recreation facilities. In order to create mixed and balanced communities, housing choice will be maximised to provide for a range of sizes, types and tenures of accommodation that can</p> |
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| | | | | | <p>increase access to quality new homes, including market and affordable housing. The Sustainable Housing Strategy contained within Policy SP6 will therefore provide an appropriate and sustainable supply of housing land to deliver inter-connected, balanced communities that form the basis for individuals and families to prosper in all aspects of their lives. The delivery of affordable housing is a key part of the housing strategy, with an integrated balance of tenures being a crucial means of fostering sustainable communities. The LDP has been informed by a Local Housing Market Assessment, which assessed the housing needs of all sectors of society. The findings of the LHMA will also be used in discussions with housing developers to ensure that appropriate housing mixes are delivered to meet a range of locally identified needs. Where a bespoke need has been identified, and on appropriate sites, new development may also be required to provide for more specialist affordable housing provision including temporary, move on and sheltered accommodation.</p> |
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| | | | | | <p>The LDPs Growth and Spatial strategy seeks to focus development in locations that already benefit from good infrastructure, have good access to services and facilities and are supported by a public transport network (Policy SF1 and SP1). In this way, development will be directed towards those settlements that are conducive to sustainable placemaking that facilitate a balance of environmentally friendly, economically vibrant, and socially inclusive characteristics, aiming to benefit current inhabitants and future generations alike. Policy SP12 promotes Town, District and Local Centres as hubs of socio-economic activity and the focal points for a diverse range of services, which support the needs of the communities they serve. They act as the most appropriate and sustainable locations for new retail, leisure and supporting commercial development. The co-location of facilities and services at such locations will help support their long-term health and vitality as convenient and attractive places to live, work, shop, socialise, study, access services for health and well-being and to conduct business. This</p> |
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| | | | | | <p>approach will also encourage linked trips, enabling all residents of the County Borough have greater equality of opportunity to employment regardless of their gender.</p> <p>The LDP also promotes the dual location of community facilities through Policy SP9. The co-location of multiple uses in close proximity or in one building is important in providing a range of activities to meet the communities' diverse needs. Co-location provides the opportunity for sustainable linked activities and has potential to create a greater sense of ownership and community. The Council will, wherever practicable, seek to combine social and community uses in one location or a single building. This has particular relevance to new school developments, and the grouping of health and childcare facilities to help people balance full time employment with parenting.</p> <p>The LDP's economic strategy is encapsulated in Policy SP11 and seeks to 'create productive and enterprising places' by providing sufficient employment land and a</p> |
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| | | | | | variety of sites to support a diversity of employment opportunities. This will achieve new and better-paid jobs for existing and future generations of residents; and a better balance between the location of jobs and housing, which will reduce the need to travel and promote sustainable growth. A sustained and enhanced labour force, comprising skilled, established households, will ensure that Bridgend County Borough continues to be a desirable prospect for employers to move into or expand within, thereby stimulating economic growth and enhancing employment opportunities for local people. |
| Disability | X | | | <p>A proportion of the Borough's residents have disabilities that limit their day-to-day activities. Based on the 2011 census, 13.4% of the Bridgend population considered they had a physical, sensory or learning disability or long-term illness and there are approximately 2,650 adults with learning disabilities in Bridgend. Bridgend Social Services knows about 522 adults with learning disabilities.</p> <p>Disability often requires adaptations to be made to properties and reliance</p> | <p>The LDP is supported by a Local Housing Market Assessment which identifies a strong correlation between the need for an accessible property and older age. Younger people are more likely to require complex adaptations, such as a through floor lift. Whilst the LHMA identified need for social rented accessible accommodation is small, many of these households will have very specific needs that will be difficult to accommodate within the existing housing stock. As such, this element of identified need is very</p> |

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| | | | | <p>on unpaid care. Life choices can be further reduced by limiting access to the housing market, and the design of new residential development failing to take into account the specific design needs of all sectors of the community. The LDP seeks to ensure the provision of accessible affordable and market housing, closely integrated with accessible neighbourhoods and facilities.</p> <p>A number of barriers in neighbourhood and street design could impact on access to the outdoors and active travel opportunities for people across a range of disabilities. As a result, this can increase reliance on private car travel. Furthermore, in rural areas and some of the Valley communities there is limited public transport; this increases the need for accessible parking and drop off points at homes.</p> <p>Consultation methods and LDP documents need to be accessible and take reasonable adjustments into account. A need to ensure the views of Disabled people are captured and that Disabled people do not face barriers to participation.</p> | <p>acute and will form a key part of design considerations in pre-application discussions with house builders.</p> <p>The provision of appropriate levels and tenures of Affordable Housing forms a key part of the LDP's Sustainable Housing Strategy (Policy SP6). In addition, Policy COM2 of the LDP seeks provision of affordable housing within new housing developments to incorporate an appropriate mix of house types, sizes and tenures. Policy COM3 sets percentage targets for each of the housing market areas. The LHMA will be used as the primary source of housing need in order to inform an appropriate mix of affordable dwellings on-site, alongside any other relevant local information provided by the Council. Where affordable housing is provided, it should be integrated into the overall development through separate clusters of no more than ten affordable units, and should not be obviously segregated through layout, location or design. This is fundamental to ensure delivery of balanced, mixed tenure, sustainable communities. Irrespective of</p> |
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| | | | | | <p>funding sources, the LDP will ensure that social rented units will be constructed to Development Quality Requirement Standards and intermediate units will be constructed to at least the same standard as the open market units on the site. A lifetime home standard is applicable to all social housing achieving the Development Quality Requirement (DQR) funded by WG Social Housing Grant.</p> <p>Where a bespoke need has been identified, and on appropriate sites, new development will be required to provide for more specialist affordable housing provision including accessible accommodation. However, it would not be appropriate for such provision to be required on every site as this will depend on the location of the site, the type of development, viability considerations and the level of housing need identified for that area.</p> <p>The LDP seeks to direct development to sustainable locations which are accessible by a range of transport means including public transport. Policy SP3</p> |
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| | | | | | <p>demands a high quality of design incorporating equality of access in all development proposals. Design and Access Statements will be used within the Development Control process and should contain information relating to each of the 16 criteria (where appropriate) to ensure this policy is implemented effectively in terms of the consideration of Placemaking and good design. Good design is much more than the physical appearance of buildings, it is about the relationship between all elements of the natural and built environment and between people and places, as advocated by the Design Commission for Wales. Development proposals will be assessed for their design and Placemaking compatibility. Poor design can have adverse impacts on the character and appearance of an area, in addition to harming the collective street scene. Various elements (e.g. visual impact, loss of light, overlooking, traffic constraints) will be assessed to ensure there are no potential adverse impacts.</p> <p>Policy SP5 seeks to promote connectivity for all by maximising opportunities for active travel</p> |
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| | | | | | <p>routes, including those contained within Existing Route Maps and future proposals detailed within the Integrated Network Maps. Well-connected developments will assist in promoting the improvement of health and well-being by encouraging people to adopt healthier and active lifestyles, whilst also contributing to the creation of a successful place. A green infrastructure network also provides important amenity value in addition to health and well-being benefits. The LDP therefore seeks to integrate both active travel routes and green infrastructure networks where appropriate to catalyse creation of a high quality environment, encouraging active lifestyles. The design and functionality of streets is considered a fundamental aspect in achieving sustainable Placemaking to this end. A sense of place is recognised in the policy protecting the historic and cultural heritage assets in the County Borough.</p> <p>Promoting pedestrian/wheelchair friendly environments and routes that link to existing services/facilities forms normal Development Management practice when</p> |
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| | | | | | <p>considering the suitability of a proposal in terms of sustainable design. Consultation with Highways, Access and Public Rights of Way Officers informs this process for specific proposals. However over engineered environments in this respect can reduce the aesthetical quality and specific character of developments, these impacts therefore need to be balanced.</p> <p>Good design and placemaking is at the heart of the LDP. This includes the need to minimise opportunities for crime to be generated or increased, whilst promoting community safety. Secure by Design principles form part of the overall sustainable design considerations for development proposals (Policy SP3), including those proposals that may exacerbate existing issues. The Authority consults South Wales Police who advise on individual proposals. Key principles include the promotion of natural surveillance over public areas and the prevention of dark, unused corners/routes. There is however a need to balance security design features with the overall impact</p> |
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| | | | | | <p>upon street character and attractive, inclusive public realms. All future development proposals will be assessed to ensure that they will make a positive contribution towards strengthening local identity, achieve sustainable communities, encourage a more sustainable way of living, and promote community cohesion and engagement.</p> <p>Bridgend Access Group and other disability groups are part of the LDP consultee database and will be consulted as part of the wider consultation. Reasonable adjustments and accessibility will be taken into account when public consultation events are held. A summary version of the Deposit Plan will also be made available in an Easy Read format.</p> |
| Race | X | | | <p>At the time of the 2011 Census, 96% of people in BCBC described themselves as White British. The next most common ethnic group was people identifying as White Polish but this still only accounted for less than 1% of the total population. The north of the County Borough was the least ethnically diverse with 98% of people in the Garw Valley and Llynfi Valley identifying as White British. Bridgend and Surrounding areas had</p> | <p>The LDP seeks to tackle inequalities between communities and support people to adopt healthy, culturally fulfilled lifestyles by improving access to services, cultural opportunities and recreation facilities. In order to create mixed and balanced communities, housing choice will be maximised to provide for a range of sizes, types and tenures of accommodation that can increase access to quality new</p> |

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| | | | | <p>the largest ethnic minority population with 94% of people in this area identifying as White British. The largest ethnic group in this area in 2011 was Polish accounting for just over 1% of the total population, followed by Filipino and Chinese groups making up around 0.5% of the population each. 73% of the total Polish population, 58% of the Chinese population and 81% of the Filipino population in the County Borough live in Bridgend and the surrounding area.</p> <p>98% of residents use either English or Welsh as their main language, slightly more than for Wales as a whole (97.14%). Behind English or Welsh, the next most common main language spoken in Bridgend is Polish - the main language of just 0.54 per cent of residents - followed by Tagalog/Filipino - the main language of 0.1 per cent of the residents.</p> <p>The LDP seeks to ensure that the cultural needs of the ethnic minority groups are met at a spatial level, particularly within the Bridgend area. Policies within the plan</p> <p>Residents and tourists may be targeted in cases of race hate crime.</p> | <p>homes, including market and affordable housing. The Sustainable Housing Strategy contained within Policy SP6 will therefore provide an appropriate and sustainable supply of housing land to deliver inter-connected, balanced communities that form the basis for individuals and families to prosper in all aspects of their lives. The delivery of affordable housing is a key part of the housing strategy, with an integrated balance of tenures being a crucial means of fostering sustainable communities. The LDP has been informed by a Local Housing Market Assessment, which assessed the housing needs of all sectors of society including those of ethnic minorities. The findings of the LHMA will also be used in discussions with housing developers to ensure that appropriate housing mixes are delivered to meet a range of locally identified needs.</p> <p>The LDP Strategy directs the majority of growth towards areas that already benefit from good infrastructure, services and facilities, or where additional capacity can be provided, in order to facilitate sustainable placemaking in</p> |
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| | | | | <p>This may have an impact on their use of public transport and ability to access opportunities and facilities within Bridgend and further afield. Policies within the LDP seek to ensure that community safety considerations form part of good design and neighbourhood layouts to create a safe environment. This is seen to be particularly important in terms of public transport related facilities.</p> <p>Members of the Gypsy and Traveller community may experience an adverse impact on their health and education if their specific accommodation needs are not met. Access to safe and appropriate sites and facilities can assist in helping to improve outcomes in these areas. The LDP has been informed by a GTAA and policies have been formulated to help meet the findings of this study and any unidentified need for sites to prevent unauthorised encampments in unsafe areas or without adequate facilities.</p> <p>Appropriate monitoring targets on delivery of Gypsy Traveller provision are required to ensure that future</p> | <p>accordance with the Settlement Hierarchy (Policy SF1). Policy SP9 seeks to retain and enhance social and community facilities to ensure no section of the community is excluded from having access to basic services, with the overall aim of creating sustainable and inclusive communities. Proposals coming forward for the provision of new facilities can be considered in this context.</p> <p>Good design and placemaking is at the heart of the LDP. This includes the need to minimise opportunities for crime to be generated or increased, whilst promoting community safety. Secure by Design principles form part of the overall sustainable design considerations for development proposals (Policy SP3), including those proposals that may exacerbate existing issues. The Authority consults South Wales Police who advise on individual proposals. Key principles include the promotion of natural surveillance over public areas and the prevention of dark, unused corners/routes. There is however a need to balance security design features with the overall impact</p> |
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| | | | | <p>accommodation needs are accounted for.</p> | <p>upon street character and attractive, inclusive public realms. All future development proposals will be assessed to ensure that they will make a positive contribution towards strengthening local identity, achieve sustainable communities, encourage a more sustainable way of living, and promote community cohesion and engagement.</p> <p>The LDP has been informed by a Gypsy and Traveller Accommodation Assessment covering the period 2018-2033, which identifies the additional pitch provision needed for Gypsies, Travellers and Show people in the County Borough. For the first 5 years of the GTAA period, a need for 5 additional pitches was identified, and for the remainder of the GTAA plan period, a need for 2 additional pitches was identified. This equates to a total need of 7 additional pitches over the entirety of the LDP period. All identified need was for permanent pitches and there was no need identified for local transit site provision. Since the GTAA was published, one household has now permanently relocated onto an existing authorised site in the County</p> |
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| | | | | | <p>Borough and has specifically declined any further assistance from the Council. The remaining six-pitch need arises from two separate families, most appropriately met through provision of two separate three-pitch sites. Based on this evidence of need, the Council has made site-specific provision for two permanent three-pitch sites (Policy SP7), which are intended for private development. The identified sites have been selected based on the guidance contained in Circular 005/2018. The site allocations have been informed by close consultation with the respective members of the Gypsy, Traveller and Showperson community.</p> <p>The LDP contains a detailed criteria based policy (Policy COM8) which will be used to assess any Gypsy, Traveller or Showperson site proposals that may arise over the LDP Plan period. This provides a fair, reasonable, realistic and effective means of determining planning applications to enable delivery of appropriate sites. Proposals must demonstrate that they are of an appropriate standard and design to allow residents of the site to have access to appropriate</p> |
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| | | | | | <p>facilities and live in safe, cohesive and sustainable communities. The development must not have a significant adverse impact on people's amenity. Where business uses are proposed, the site will be required to be able to accommodate home-based business uses without detracting from the amenity, appearance, character and environment of the area or neighbouring occupiers. This may include the provision of adequate facilities and space for such activities.</p> <p>Proposals will be required to demonstrate that through the siting, layout and access of the site, there would be no detriment to pedestrian or highway safety. Furthermore, proposals must demonstrate the site is able to provide a sufficient standard of physical infrastructure facilities and access to utilities, including an adequate water supply, power, drainage, waste disposal and sewage disposal to ensure the development of the site will not pose risks to human health and well-being of residents. The site should also have adequate accessibility, including by walking and cycling, to necessary social infrastructure</p> |
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| | | | | | <p>including education and health. Consideration will be given to environmental factors including flood risk, ground stability, land contamination and proximity of hazardous installations to ensure the site is appropriate for development.</p> <p>The future requirements for, and take-up of, pitches will be closely monitored, using the Monitoring Framework and Annual Monitoring Report. In accordance with the Housing (Wales) Act 2014, the Council will also undertake a new GTAA every five years and so a new GTAA is expected to be published in 2025. Any newly arising need identified within refreshed GTAA will be assessed against COM8.</p> |
| Religion and belief | | | X | <p>The 2017 Wellbeing Assessment found that almost four in ten people in Bridgend have no religion. Of those that do, most are Christian. The proportion of the population of Bridgend who identify as Christian decreased by over 15% between 2001 and 2011, from 70.2% to 55.1%. In the same period, the number of people identifying as having no religion increased by 15%, from 21.3% to 36.7% of the</p> | <p>Local social and community facilities are recognised for their important contribution they make to the health and well-being of local communities. Their existence is often the key determinant in creating viable and sustainable local communities if such facilities are in easy walking and cycling distance for local residents. The LDP recognises the need to protect and enhance social and community</p> |

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| | | | | <p>population. This change is similar to that observed across Wales. People who practice a religion other than Christianity make up just 1.2% of the population of Bridgend. This is a smaller proportion than for Wales as a whole (2.7%). As in Wales, the second most practiced religion in Bridgend is Islam, though Muslims only account for 0.4% of the population. Other minority religions include Buddhism, Hinduism, Judaism and Sikhism.</p> <p>Trend data suggests that there will be a continued decline in the proportion of the population who identify as having religious beliefs, particularly amongst Christians in Bridgend. This, along with other (wider) cultural changes, may lead to the fragmentation of traditional communities and potentially fewer people feeling that they 'belong' to their local area.</p> <p>The the LDP addresses potential impact on religion and belief in the following ways:</p> <ul style="list-style-type: none"> • Maintaining physical access to places of worship including good transport links (public and private) | <p>facilities, including cultural facilities and places of worship. This is encapsulated in Policy SP9, which seeks to retain such uses to ensure that no section of the community is excluded from having access to basic services, with the overall aim of creating sustainable and inclusive communities. The definition of such facilities is widely interpreted as any facility that is used by local communities for leisure and social purposes, and can be both publicly and privately owned. SP9 recognises that buildings used for these purposes often have a dual purpose, which is critical for ensuring longer-term sustainability. Of equal importance, the co-location of multiple uses in close proximity or in one building is important in providing a range of activities to meet the communities' diverse needs. Co-location provides the opportunity for sustainable linked activities and has potential to create a greater sense of ownership and community. Where proposals for new social and community facilities are promoted, the Council will seek to encourage dual-use provision.</p> |
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| | | | | <ul style="list-style-type: none"> • Protection of historic buildings and religious sites of importance through land use policy • Promotion of sustainable placemaking to help reduce the incidence and fear of crime due to religion or belief. | <p>The LDP Strategy acknowledges that good access to social and community facilities is fundamental to address social inequalities within and between different communities in the County Borough, providing the opportunity for people to lead healthy, safe, and well-balanced lives. Where a need is identified, the LDP seeks to ensure that facilities are delivered in an appropriate manner at appropriate locations through the relevant LDP Policies and associated SPGs. To this end, whilst it is acknowledged that the provision of new social and community facilities may often be limited, Policy SP10 provides the means for seeking and securing new facilities (or upgrades to existing) where they are needed and justified. Social infrastructure and services, as much as physical infrastructure, is needed to make places function efficiently and sustainably and is a fundamental part of the Replacement LDP. Development will only be permitted where there is adequate existing physical and social infrastructure in place, or where there are suitable proposals to increase provision to accommodate any additional demand from the proposed</p> |
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| | | | | | <p>development. Any such deficiencies must be addressed, where reasonable, by those undertaking the development through planning obligations (via a S106 legal agreement).</p> <p>Policy SP5 of the LDP recognises the need to promote sustainable travel choices by directing new development to locations which are accessible by a range of transport means including public transport and active travel. This has been a fundamental criteria in the selection of sites that make up the housing allocation policies. SP5 ensures that development minimises the need to travel, reduces dependency on the private car and enables sustainable access to local services and community facilities. Where appropriate, the LDP will seek the provision of new transport infrastructure and improvement measures. In all cases, these will need to positively integrate into the places which they serve or pass through to ensure that all members of society are able to access the services and facilities (including cultural and religious) they require to live full and active lives.</p> |
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| | | | | | <p>UK Acts of Parliament and national planning policy seeks to conserve the architectural merit of historic buildings and assets that are listed within Conservation Areas. Care for the Built and Historic Environment is fundamental to the LDP Strategy and to achieving sustainable development. This includes sites of religious importance. Policy SP18 recognises that the special and unique characteristics and intrinsic qualities of the natural and built environment must be protected in their own right for historic, scenic, aesthetic and nature conservation reasons. These features give places their unique identity and distinctiveness, whilst providing for cultural experiences and healthy lifestyles.</p> <p>Good design and placemaking is at the heart of the LDP. This includes the need to minimise opportunities for hate crime to be committed, whilst promoting community safety. Secure by Design principles form part of the overall sustainable design considerations for development proposals (Policy SP3), including those proposals that may exacerbate existing issues.</p> |
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| | | | | | <p>The Authority consults South Wales Police who advise on individual proposals. Key principles include the promotion of natural surveillance over public areas and the prevention of dark, unused corners/routes. There is however a need to balance security design features with the overall impact upon street character and attractive, inclusive public realms. All future development proposals will be assessed to ensure that they will make a positive contribution towards strengthening local identity, achieve sustainable communities, encourage a more sustainable way of living, and promote community cohesion and engagement.</p> |
| Sexual Orientation | | | X | <p>There is no data on the number of people that identify as lesbian, gay or bisexual in Bridgend. In 2016, 95.2% of people in Wales identified as heterosexual/straight, 1.0% as gay/lesbian, 0.7% as bisexual, and 0.4% as other; 2.7% of people did not know, answer or respond to the question.</p> <p>However, residents may have to travel within the County Borough to access particular community and support groups. More specialist</p> | <p>The LDP seeks to develop a land use framework which ensures opportunities for enhanced inclusivity and to integrate the LDP with other plans and strategies that promoting accessibility to services.</p> <p>The Plan seeks to promote sustainable travel choices by locating new development in areas with good existing active travel and public transport facilities, or where clear linkages and new facilities can be provided or enhanced. This includes providing sustainable</p> |

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| | | | | <p>support facilities and some cultural venues and events may require longer journeys across the region. To help facilitate this, the LDP promotes the creation of new and enhancement of existing accessible public and private transport links within Bridgend connected to wider regional networks.</p> <p>The LDP also seeks to ensure that public spaces are designed in a manner that promotes community safety and engenders the feeling of being a safe environment to encourage their use by all sectors of society. This will help reduce the incidence and fear of hate crimes committed against residents of the borough due to their sexual orientation.</p> <p>By having a positive impact on health and wellbeing outcomes, the land use policies of the LDP will contribute to better mental health outcomes for LGBT+ people.</p> | <p>means of accessing facilities in the wider region, principally by improving access to rail connections. Policy SP5 seeks to promote connectivity for all by maximising opportunities for active travel routes, including those contained within Existing Route Maps and future proposals detailed within the Integrated Network Maps. Well-connected developments will assist in promoting the improvement of health and well-being by encouraging people to adopt healthier and active lifestyles, whilst also contributing to the creation of a successful place. A green infrastructure network also provides important amenity value in addition to health and well-being benefits.</p> <p>Good design and placemaking is at the heart of the LDP. This includes the need to minimise opportunities for hate crime to be committed, whilst promoting community safety. Secure by Design principles form part of the overall sustainable design considerations for development proposals (Policy SP3), including those proposals that may exacerbate existing issues. The Authority consults South Wales</p> |
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| | | | | | <p>Police who advise on individual proposals. Key principles include the promotion of natural surveillance over public areas and the prevention of dark, unused corners/routes. There is however a need to balance security design features with the overall impact upon street character and attractive, inclusive public realms. All future development proposals will be assessed to ensure that they will make a positive contribution towards strengthening local identity, achieve sustainable communities, encourage a more sustainable way of living, and promote community cohesion and engagement.</p> <p>Local social and community facilities are recognised for their important contribution they make to the health and well-being of local communities. Their existence is often the key determinant in creating viable and sustainable local communities. The LDP recognises the need to protect and enhance social and community facilities, including cultural and entertainment venues. This is encapsulated in Policy SP9, which seeks to retain such uses to ensure that no section of the community is</p> |
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| | | | | | <p>excluded from having access to basic services, with the overall aim of creating sustainable and inclusive communities. The definition of such facilities is widely interpreted as any facility that is used by local communities for leisure and social purposes, and can be both publicly and privately owned.</p> <p>Similarly, Policy SP8 seeks to ensure that new development enables and supports the delivery of new healthcare facilities, in addition to other social infrastructure and community facilities.</p> |
| Age | X | | | <p>Bridgend has an ageing population, experiencing significant growth in the older age groups 65-79 and 80+, between 2001 and 2019. Porthcawl and Laleston/Merthyr Mawr in particular have a relatively high proportion of older residents and fewer young people.</p> <p>The policies of the LDP have been formulated to address this in a number of ways:</p> <ul style="list-style-type: none"> • To meet the housing and support needs of an ageing population through facilitating the development of appropriate | <p>The LDPs Growth and Spatial strategy seeks to focus development in locations that already benefit from good infrastructure, have good access to services and facilities and are supported by a public transport network (Policy SF1). In this way, development will be directed towards those settlements that are conducive to sustainable placemaking that facilitate a balance of environmentally friendly, economically vibrant, and socially inclusive characteristics, aiming to benefit current residents and future generations alike.</p> |

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| | | | | <p>housing options for older people in locations which are accessible, have good public transport links and good services.</p> <ul style="list-style-type: none"> • Ensuring homes are built to changing Building Regulation standards to enable people to stay as their needs change without needing additional adaptations e.g. wide enough for wheel chairs and lifts. • Meeting current and future demand for neighbourhoods and communities that facilitate ageing in place and promote prevention agenda through accommodation and support, neighbourhood design and layout, access to health, community and other facilities and accessible transport. <p>The needs of children and young people is also a key priority of the LDP and is addressed in the following ways:</p> <ul style="list-style-type: none"> • Policies that recognise the changing needs of residents as children, young people and families grow – policies have been formulated to provide flexible places and to create | <p>Policy SP1 makes provision for 60 hectares of employment land (to accommodate up to 4,995 jobs) and 8,333 new homes across the plan period. This level of growth will lead to more established households (particularly around the 35-44 age group) both remaining within and moving into the County Borough, coupled with less outward migration across other economically active age groups. This will encourage a more youthful, skilled population base to counter-balance the ageing population. The projected increase in the working age population and the linked dwelling requirement underpinning the LDP will provide significant scope for residents to live and work in the area. The Growth Strategy can be succinctly explained by the acronym 'CARM', which summarises the Strategy's intentions to Counter-balance the ageing population by Attracting skilled, economically active households, Retaining skilled, economically active households and rendering the County Borough a Magnet for employers to expand within or move into.</p> |
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| | | | | <p>spaces with a balanced approach not such limited specific uses.</p> <ul style="list-style-type: none"> • In 2017/18, 24.6% of children aged five were overweight or obese in Bridgend. Children who play outdoors every day are more likely to be a healthy weight. The LDP seeks to enable children to gain access to high quality green and natural spaces and play facilities to help counter childhood obesity and to improve their mental wellbeing. • Access to affordable housing and job opportunities for young people in their local areas, and in particular for households with children in low income. | <p>Meeting future and current housing needs is a key component of the sustainable housing strategy of the LDP as expressed in Policy SP6 which seeks to deliver an appropriate and sustainable supply of housing land to deliver inter-connected, balanced communities that form the basis for individuals and families to prosper in all aspects of their lives. With particular reference to meeting the needs of the older residents of the county borough, the LDP is informed by the findings of the LHMA. Whilst the assessment shows only a small need for accessible and older persons' accommodation for social rent, this should not be overlooked as these groups can often be in acute housing need. Consideration will be given to how well the current supply of housing for older people meets the changing needs and aspirations of this group and there is undoubtedly need to continue diversifying the market, including through provision of level access flats, bungalows, extra care schemes and moderately priced later living schemes. Whilst there is no evidence to justify building new sheltered schemes at present, consideration will be given to</p> |
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| | | | | | <p>rebranding and/or upgrading existing schemes as appropriate. This may include physical improvement works (i.e. updating bathrooms, fitting new kitchens and upgrading heating), publicity (i.e. rebranding, holding open days and publicising tenant testimonials) and diversification (i.e. converting schemes into community hubs, accommodating households with support needs and such like). The findings of the LHMA will be used to inform discussions with developers at all stages of the planning process to ensure the housing mix proposed in schemes meets the specific needs of the different communities within the county borough.</p> <p>Good design and sustainable placemaking is embedded within everything that the LDP sets out to achieve and the means to achieve this is set out in Policy SP3. The criteria contained within the policy provide the starting point for assessment of all planning applications received by the planning authority. SP3 seeks to promote connectivity for all by maximising opportunities for active travel. Well-connected developments will assist in</p> |
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| | | | | | <p>promoting the improvement of health and well-being by encouraging people to adopt healthier and active lifestyles, whilst also contributing to the creation of successful places. A green infrastructure network also provides important amenity value in addition to health and well-being benefits. The LDP also seeks to conserve key attributes of the natural environment that promote healthy environments, promote specific sustainable design elements such as legible layouts that are pedestrian friendly, accessible buildings, natural surveillance and open spaces.</p> <p>Policy SP9 ensures that community facilities will be safeguarded to ensure no section of the community is excluded from having access to basic services, with the overall aim of creating sustainable and inclusive communities. The detailed policies that sit under SP9 clearly outline how the LDP will provide, protect and enhance community, sport, recreation and leisure facilities. These are seen as key to facilitating the well-being of children and adults alike, and for the social, environmental, cultural and</p> |
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| | | | | | <p>economic life of the County Borough's communities.</p> <p>With particular reference to the need to increase physical activity amongst young people and improve access to green and natural spaces, in addition to SP9, Policy COM10 sets standards of open space provision that will be expected from all new housing developments. These are based on the benchmark standards endorsed by the Fields in Trust, National Society of Allotment and Leisure Gardeners and NRW. The standards are supported by Outdoor Sport, Playspace and Allotment Audits and further guidance will be provided in an Outdoor Recreation Facilities and New Housing Development SPG. The policy and audits encapsulate all forms of recreation facilities to ensure that the physical activity needs of people of all ages are catered for. This includes the changing needs of children as they grow older, from structured physical activity in safe equipped play areas for small children to more informal forms of exercise utilising naturally landscaped areas and grassy open spaces and then to team sport</p> |
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| | | | | | <p>facilities that can be safely accessed from housing areas.</p> <p>The provision of open spaces within strategic sites is also informed by an Allotment Audit that recognises the benefit they bring by providing moderate exercise, relaxation and the ability to produce fresh fruit and vegetables. They also provide community, health and social benefits, encouraging interaction between users of all ages, providing the opportunity to teach and learn, and enhancing local biodiversity.</p> <p>Access to affordable housing for young people in their local area, including those with young children, will be facilitated by Policies COM 2-5 which set targets for affordable housing delivery, enable bespoke RSL schemes to come forward responding to identified need and facilitates the delivery of affordable housing exception sites.</p> |
| Pregnancy & Maternity | | | X | <p>The population profile of the County Borough is one of an increasing older population and single person and lone parent family households. This is borne out by the findings of the Local Housing Market Assessment.</p> <p>In land use planning terms, the LDP aims to ensure the location of new</p> | <p>The LDP seeks to develop a land use framework which ensures opportunities for enhanced inclusivity. The Plan seeks to integrate with other plans and strategies to improve accessibility to</p> |

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| | | | | <p>development provides access to health facilities, community facilities, greenspaces and shops. Where travel is required within the local area and wider region, the provision of access to a wide range of transport links is important to ensure pregnant women and new parents can attend health care appointments, childcare facilities and schools.</p> | <p>facilities and services for the residents of the County Borough.</p> <p>Specifically, the LDP seeks to promote new development in locations (Policy SP1 and SP5) that are well connected to existing communities by a range of sustainable transport options to ensure residents have access to health and community facilities. Where the need arises, the LDP also facilitates the provision of new facilities (Policies COM1-5) within residential development proposals to ensure lack of transport does not prevent a barrier to residents accessing the facilities they need to lead active and healthy lifestyles. In the case of pregnant women and new parents, this includes the ability to attend health appointments, access childcare facilities and make short linked journeys to shops, community buildings and greenspaces.</p> <p>Policy SP9 ensures that community facilities will be safeguarded to ensure no section of the community is excluded from having access to basic services, with the overall aim of creating sustainable and inclusive communities. The detailed policies that sit under SP9 clearly</p> |
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| | | | | | <p>outline how the LDP will provide, protect and enhance community, sport, recreation and leisure facilities. These are seen as key to facilitating the well-being of children and adults alike, and for the social, environmental, cultural and economic life of the County Borough's communities.</p> <p>Similarly, Policy SP8 seeks to support the wider delivery of number of national objectives relating to reducing health inequalities, including allowing equality of access to the development of new healthcare facilities, in addition to other social infrastructure and community facilities. New development can also encourage a healthy lifestyle by providing access to a high quality natural environment, through maximising Active Travel opportunities; ensuring integrated green infrastructure networks, enhancing and maintaining open spaces for physical activity and providing space for the opportunity of food growing through allotments.</p> <p>Policy SP6 promotes a sustainable housing strategy that seeks to deliver a balanced portfolio of different housing types throughout</p> |
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| | | | | | the County Borough to help meet the needs of new and existing residents. This includes the provision of affordable housing, with the different tenures and types informed by the Local Housing Market Assessment. This acknowledges the likely increased demand for lone parent households over the life of the LDP period, which will be used to inform discussions with housing developers at the planning application stage. Close working partnerships will also be maintained with health authorities, registered social landlords and other agencies to tailor specific affordable housing solutions to help house those residents experiencing significant issues with complex needs (including teenage and single parent pregnancy). This will be achieved through Policy SP10 , with further detail provided in the Affordable Housing SPG. |
| Transgender | | | X | There is no data on the number of people that identify as lesbian, gay or bisexual in Bridgend. In 2016, 95.2% of people in Wales identified as heterosexual/straight, 1.0% as gay/lesbian, 0.7% as bisexual, and 0.4% as other; 2.7% of people did not | The LDP seeks to develop a land use framework which ensures opportunities for enhanced inclusivity and to integrate the LDP with other plans and strategies that promoting accessibility to services. |

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| | | | | <p>know, answer or respond to the question.</p> <p>Residents may have to travel within BCBC to access community and support groups. More specialist support facilities and some cultural venues and events may require longer journeys. The LDP therefore seeks to promote active travel and accessible public and private transport links within Bridgend linked to wider regional networks.</p> <p>Public spaces need to be designed in a manner that promotes community safety and engenders the feeling of being a safe environment to encourage their use by all sectors of society. This will help to reduce the number of hate crimes committed against residents of the borough due to their sexual orientation.</p> | <p>The Plan seeks to promote sustainable travel choices by locating new development in areas with good existing active travel and public transport facilities, or where clear linkages and new facilities can be provided or enhanced. This includes providing sustainable means of accessing facilities in the wider region, principally by improving access to rail connections. Policy SP5 seeks to promote connectivity for all by maximising opportunities for active travel routes, including those contained within Existing Route Maps and future proposals detailed within the Integrated Network Maps. Well-connected developments will assist in promoting the improvement of health and well-being by encouraging people to adopt healthier and active lifestyles, whilst also contributing to the creation of a successful place. A green infrastructure network also provides important amenity value in addition to health and well-being benefits.</p> <p>Good design and placemaking is at the heart of the LDP. This includes the need to minimise opportunities for hate crime to be committed,</p> |
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| | | | | | <p>whilst promoting community safety. Secure by Design principles form part of the overall sustainable design considerations for development proposals (Policy SP3), including those proposals that may exacerbate existing issues. The Authority consults South Wales Police who advise on individual proposals. Key principles include the promotion of natural surveillance over public areas and the prevention of dark, unused corners/routes. There is however a need to balance security design features with the overall impact upon street character and attractive, inclusive public realms. All future development proposals will be assessed to ensure that they will make a positive contribution towards strengthening local identity, achieve sustainable communities, encourage a more sustainable way of living, and promote community cohesion and engagement.</p> <p>Local social and community facilities are recognised for their important contribution they make to the health and well-being of local communities. Their existence is often the key determinant in creating viable and sustainable</p> |
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| | | | | | <p>local communities. The LDP recognises the need to protect and enhance social and community facilities, including cultural and entertainment venues. This is encapsulated in Policy SP9, which seeks to retain such uses to ensure that no section of the community is excluded from having access to basic services, with the overall aim of creating sustainable and inclusive communities. The definition of such facilities is widely interpreted as any facility that is used by local communities for leisure and social purposes, and can be both publicly and privately owned.</p> <p>Similarly, Policy SP8 seeks to ensure that new development enables and supports the delivery of new healthcare facilities, in addition to other social infrastructure and community facilities.</p> |
| Marriage and Civil partnership | | | X | <p>People who are married and or in a civil partnership can experience discrimination in the workplace.</p> <p>The LDP has been formulated to ensure that sufficient employment land is allocated, and supported by the required social and community</p> | <p>The policies within the LDP are regarded as being generally positive for all and as having no differential impact on this group. The promotion of equal opportunities is integral to the integrity of the plan to support sustainable development. The Plan</p> |

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| | | | | <p>infrastructure to ensure a mix of equal employment opportunities can be created and promoted, in both full and part time occupations.</p> | <p>is inclusive of all members of the community and does not discriminate against any relationship status.</p> <p>One of the key functions of the LDP is to provide an appropriate and sustainable supply of housing land to deliver inter-connected, balanced communities that form the basis for individuals and families to prosper in all aspects of their lives. This is encapsulated in Policy SP6 which seeks to deliver a range of private and affordable housing by providing a range of house types and sizes to meet the needs of residents at an efficient and appropriate density.</p> <p>Alongside the provision of housing opportunities for all groups, the LDP aims to deliver the a range of economic opportunities. In particular, Policy SP11 seeks to 'create productive and enterprising places' by providing sufficient employment land and a variety of sites to support a diversity of employment opportunities. This will achieve new and better-paid jobs for existing and future generations of residents; and a better balance between the location of jobs and housing, which will reduce the need to travel and promote sustainable</p> |
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| | | | | | <p>growth. A sustained and enhanced labour force, comprising skilled, established households, will ensure that Bridgend County Borough continues to be a desirable prospect for employers to move into or expand within, thereby stimulating economic growth and enhancing employment opportunities for local people. The LDP also promotes the dual location of community facilities through Policy SP9. The co-location of multiple uses in close proximity or in one building is important in providing a range of activities to meet the communities' diverse needs. Co-location provides the opportunity for sustainable linked activities and has potential to create a greater sense of ownership and community. The Council will, wherever practicable, seek to combine social and community uses in one location or a single building. This has particular relevance to new school developments, and the grouping of health and childcare facilities to help people balance full time employment with parenting.</p> <p>Similarly, Policy SP8 seeks to ensure that new development enables and supports the delivery of</p> |
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| | | | | | new healthcare facilities, in addition to other social infrastructure and community facilities. |
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Socio-economic impact

Does the evidence gathered suggest that your policy or proposal will have a disproportionate impact on people living in socio-economic disadvantage? This could include communities of place or communities of interest (i.e., where stakeholders, service users, staff, representative bodies, etc. are grouped together because of specific characteristics or where they live).

| | What are the impacts of your policy or proposal? Please place an X in the relevant box | | | Why have you come to this decision? Please provide an explanation and any supporting evidence. | Considerations to mitigate negative impact(s) and/or secure positive impact(s) |
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| | Positive impact(s) | Negative impact(s) | No impact | | |
| Socio-economic disadvantage | X | | | <p>The Welsh Index of Multiple Deprivation (2014) identifies deprivation pockets throughout Wales. BCBC has 88 Lower Super Output Areas (LSOAs), which equates to 4.6% of the 1909 total LSOAs in Wales. In 2014, of the 88 LSOAs, 9 were in the most deprived 10% of Wales; 20 were in the most deprived 20%; 37 were in the most deprived 30% and 50 were in the most deprived 50% LSOAs.</p> <p>The percentage of households that are workless in Bridgend is 4.7% above that for Great Britain.</p> | <p>The LDP seeks to develop a land use framework which ensures opportunities for enhanced inclusivity. In doing so, the Deposit Plan has sought to integrate with various other cross cutting plans and strategies to promote equal accessibility to green spaces, housing, employment, education, community services, health facilities and transport. These include the Bridgend Local Wellbeing Plan, the Well-being of Future Generations (Wales) Act 2015, Future Wales: the National Plan 2040 and PPW – 11th Edition (2021).</p> <p>Policy SP1 sets out a holistic strategy to underpin the LDP, focused on meeting identified development needs and supporting sustainable economic growth and</p> |

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| | | | | <p>16.1% of those in Bridgend of claiming government benefits; 1.7% above that for Wales and 5.1% above that for Great Britain. This is reflected through gross disposable household income (GDHI) per head, which is lower in Bridgend than the Wales average. GDHI has declined by £163 per household since 2010. In 2014, GDHI was £14,753.00.</p> <p>Some parts of the BCBC area, especially in the Valley communities, are among the most deprived areas of Wales, with low levels of economic activity and access to facilities and services, particularly for children, young people and elderly populations.</p> <p>The LDP is part of a holistic strategy, designed to address multiple deprivation within parts of the BCBC area, including but not limited to the creation of new, high quality employment opportunities. This includes a clear employment land strategy to support the provision of new employment opportunities in appropriate and accessible locations. The LDP also includes a regeneration strategy with associated policies and proposals to catalyse a range</p> | <p>regeneration. SP1 makes provision for 71.7 hectares of employment land to accommodate up to 7,500 additional jobs and 8,333 new homes to meet a housing requirement of 7,575. SP1 will provide housing and employment growth in suitable locations to meet identified needs, without resulting in any significant adverse effects. This will be achieved through a combination of:</p> <ul style="list-style-type: none"> • Sustainable Growth Areas – those settlements most conducive to logical expansion • Regeneration Growth Areas - consisting of strategic brownfield sites in need of redevelopment and investment to widely benefit the community • Regeneration Areas - specifically, the Ogmore and Garw Valleys, which are topographically constrained but would benefit from smaller scale growth relative to their form, role and function <p>The focus on redeveloping key brownfield sites and directing growth to accessible locations, whilst also supporting community-based regeneration in the Valleys, will provide a range of opportunities to safeguard and improve physical and mental health and wellbeing. Simultaneously, through adopting</p> |
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| | | | | <p>of physical, environmental, health and socio-economic improvements within identified deprived communities.</p> <p>Whilst approximately 1160 affordable dwellings have been provided to date over the existing LDP period, the estimated annual need for affordable housing far exceeds average annual rates of total housing completions.</p> <p>To help address this, the LDP is underpinned by a housing land strategy that allocates a sufficient quantum and appropriate range of housing sites to satisfy the identified housing land requirement.</p> <p>In 2017, 11.3% of the working age population (16 to 64yr) in the BCBC area held no qualifications, which is higher than the percentage of the population with no qualifications across Wales (8.7%). The level of attainment achieved by the working age population with qualifications is also lower in Bridgend than across Wales: 49% in Bridgend are qualified to level NVQ3 or above compared with 54.6% across Wales and 31.5% are</p> | <p>a masterplanned approach, development of Sustainable Growth Areas and Regeneration Growth Areas will help to meet existing community needs and unlock new opportunities (e.g. through appropriate infrastructure provision and community facilities) whilst accommodating population growth. This will ensure new development is integrated with its surroundings, helping to tackle area-based deprivation and catalyse socio-economic renewal. SP1 will therefore help to reduce poverty, tackle social exclusion and promote community cohesion.</p> <p>The delivery of 71.7ha of employment land, delivering up to 7,500 jobs over the Plan period, will meet the employment needs identified through the Bridgend Economic Evidence Base Study and will increase the number, quality and range of employment opportunities and skills to meet identified needs. The delivery of 8,333 new homes in appropriate locations will provide a sufficient quantum and range of accessible, deliverable and good quality housing across the LDP period to meet identified housing needs in accordance with the Local Housing Market Assessment and national policy requirements.</p> <p>The growth highlighted in SP1 will be delivered by the designation of individual growth areas and five strategic sites through Policy SP2. Reliance on a relatively limited</p> |
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| | | | | <p>qualified to level NVQ4 or above compared with 35.1% for Wales. These statistics correlate with the findings of the Bridgend Business Research report, in which almost a third of businesses surveyed (60 out of 202) stated that they needed a more skilled workforce. More positively, in 2016-17 the percentage of pupils achieving 'Level 2 Threshold' qualifications was 67.9% in Bridgend compared to 67.0% across Wales.</p> <p>The LDP seeks to provide adequate provision of community and social infrastructure to meet existing and projected future population needs, including with specific provision to new to education infrastructure to improve capacity and choice.</p> <p>In 2017, the employment rate within the BCBC area was 70%, which was lower than across Wales (74.1%) and Great Britain (76%), whilst the percentage of the working age population that is economically active was also lower. The official unemployment rate in the BCBC area stood at 5.2% for 2017, which was higher than the unemployment rate across Wales (4.8%) and Great</p> | <p>number of site allocations to deliver the scale of development required to meet identified need places importance on the delivery of adequate infrastructure to accommodate such proposals without generating adverse impacts on existing communities or failing to meet the needs of future residents. To ensure this is achieved, Policies PLA1-5 specifically identify the strategic infrastructure and environmental mitigation requirements for the sites which are considered to be fundamental to meeting identified development needs, together with the preparation of development trajectories, evidence base studies and a deliverability assessment to support the Deposit Plan.</p> <p>Policy SP3 and SP5 directly seek to promote or maximise opportunities for active travel in new development, with specific delivery mechanisms set out in SP5. This will help to improve physical health and wellbeing outcomes by supporting opportunities for physical exercise. SP3 requires all development proposals to ensure efficient and equality of access for all, helping to tackle social exclusion and promote community cohesion. SP3 requires development proposals to use land efficiently and maximise the development potential of land, which will support the delivery of sustainable economic growth.</p> |
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| | | | | <p>Britain (4.4%). Related to this, in 2016 the BCBC area had a jobs density of 0.74 (ratio of jobs to resident working age population) compared with 0.76 across Wales and 0.84 for Great Britain.</p> <p>ONS Annual Population Survey data indicates that over the period since 2010 there has been a small shift in the industry of employment of residents of the BCBC area, as the proportion of those who work in manufacturing and public administration, education and health has decreased whereas the proportion who worked in distribution, hotels and restaurants, and transport and communications increased. In 2017, full-time workers gross weekly pay in Bridgend averaged at £536.00, which was £37.60 above the level Wales but below that from Great Britain by £16.30. Females in Bridgend received £123.30 less in their gross weekly pay than the total average.</p> <p>In recent years the BCBC area has consistently experienced a higher unemployment rate than the national averages for Wales and Great Britain. This indicates either that insufficient or</p> | <p>Sitting beneath Policy SP3, PLA6 directs development to appropriate locations served by identified transport corridors. This aims to enhance access to community facilities and promote community cohesion. PLA8 safeguards transportation proposals, which includes bus corridor improvements and park and ride facilities. This will improve the accessibility of the transport network for a wider range of users, for example those who cannot drive or do not have access to a car.</p> <p>Policy SP5 include provisions requiring sustainable access to employment sites, in particular through active travel networks. Whilst not directly contributing to the creation of employment opportunities, this would help to improve the spatial relationship between housing and employment, thereby providing enhanced access to the labour market. SP5 requires development proposals to incorporate adequate transport infrastructure, provision for service vehicles and to cater for future innovation, which will help to create suitable conditions for economic growth. SP5 will also help to reduce transport related airborne pollution, and set out criteria to support reduced travel needs, sustainable modal shifts, increase active travel uptake and reduce car dependency.</p> <p>Policy SP6 states that, of the 7,575 homes required for the plan period, 1,977 number of</p> |
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| | | | | <p>unsuitable employment opportunities have been provided for residents of the BCBC area, taking account of education and skills levels.</p> <p>To address this, the LDP provides an employment land and economic development strategy to support the creation of a broad range of new employment opportunities which match the skill levels of the existing labour market, whilst also seeking to attract high value sectors such as energy, advanced manufacturing and logistics.</p> <p>The LDP policies have been informed by the Sustainability Appraisal and aim to:</p> <ul style="list-style-type: none"> • Deliver a sufficient quantum of good quality and well located new housing to meet a range of identified needs within the BCBC area. • Deliver economic growth and increase employment opportunities in the BCBC area, including for local residents. • Tackle deprivation, including areas with existing deprivation linked to poor accessibility to | <p>homes will be affordable housing. Under the auspices of SP6, all new developments will need to make provision for affordable housing with their proposals. This will help to meet affordable housing need and reduce poverty. SP6 sets out a housing land strategy, which prioritises brownfield land redevelopment and focuses housing growth on strategic sites, including regeneration sites within existing settlement boundaries and sustainable urban extensions. This will help to direct new housing development to accessible locations, which would enhance the accessibility of public services, economic opportunities and markets for new residents. The policy includes a mechanism to monitor housing delivery to measure its success. The level of growth envisioned in SP6 will increase the local labour supply and support additional employment in the BCBC area. Sustained levels of increased housebuilding would also increase construction related economic activity and employment.</p> <p>Sitting beneath Policy SP6, Policy COM1 identifies sites allocated to deliver residential development during the plan period, with specific requirements for delivery of affordable homes. Provision of affordable housing in accordance with local needs will help to address the findings of the LHMA. Policies COM2 and COM3 identify the minimum number of affordable homes to be delivered, which will have a positive impact</p> |
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| | | | | <p>key services, facilities and economic opportunities.</p> <ul style="list-style-type: none"> • Ensure that community facilities and services are appropriate and accessible to users to meet the diverse needs of residents and workers in the BCBC area. • Maximise socio-economic benefits from the implementation of the South Wales Metro and the Cardiff Capital Region City Deal. • Align with the emerging National Development Framework (NDF) for Wales and the preparation of a Strategic Development Plan (SDP) for the Cardiff City Region. • Improve the accessibility of key destinations within the BCBC area and to other key locations through enhancing the transport network. | <p>on the physical and mental health of those living in overcrowded, unsuitable or temporary accommodation. Provision of affordable housing in accordance with local needs will also help to create mixed and socially inclusive communities, designed in accordance with sustainable placemaking principles. Policy COM6 requires development to deliver residential development along public transport hubs, thereby providing good access to employment and educational facilities for all. This will also help increase connectivity and access to services and facilities and help to improve the spatial relationship between housing and employment.</p> <p>Policy SP8 specifically seeks to reduce health inequalities, including by avoiding significant health risks from pollution and ensuring appropriate provision of healthcare facilities and other infrastructure to meet population needs. The policy, which has been strengthened through the SA process, requires development to contribute to active travel and green infrastructure networks and to protect and where possible enhance safety, security and resilience. As such, the policy will directly help to improve all aspects of health and wellbeing. SP8 seeks to tackle health inequalities and support the achievement of local wellbeing objectives set out in the Bridgend Local Wellbeing Plan, including through requiring development</p> |
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| | | | | | <p>proposals to be supported by appropriate social and community infrastructure. SP8 requires new healthcare infrastructure proposals to be accessible by non-car modes and for all development proposals to help maintain and enhance active travel networks. This would help to reduce travel needs and deliver sustainable modal shifts. SP8 requires all development proposals to avoid significant health risks, including from air pollution, and to maintain and enhance active travel and green infrastructure networks. The policy also requires new healthcare infrastructure proposals to be accessible by non-car modes. As such, the policy would directly help to protect air quality and reduce car dependency.</p> <p>Policy SP9 requires social and community infrastructure including healthcare facilities to be retained and enhanced, with co-location of services promoted wherever possible. This will help to ensure adequate healthcare and wider social infrastructure is provided in accessible and appropriate locations to meet identified needs, thereby helping to protect and enhance health and wellbeing. It will also ensure good accessibility to public services is available for all members of society, helping to tackle deprivation and poverty. SP9 also requires developers to demonstrate that access to educational infrastructure can be incorporated within their development proposals. This will help to provide</p> |
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| | | | | | <p>appropriate training and skills opportunities for residents and to ensure young people of the Borough have access to first class education facilities.</p> <p>Sitting under Policy SP9, Policy COM9 specifically safeguards social and community facilities, which promotes social cohesion. Provision of access to cultural activities, amenities and public services also helps to address social inequalities, improve physical health and wellbeing outcomes and reduce health inequalities.</p> <p>Policies COM10, COM11, COM12 and COM13 protect and promote the provision of green space and enhanced access for all age groups. These policies set out the provisions for outdoor recreation space (including children's play areas and playing pitches), allocate sites for accessible natural greenspace, allotments and cemeteries, which form part of the green infrastructure of the County. This will help to improve physical health and wellbeing outcomes by supporting opportunities for physical exercise. In addition to contributing to the network of green infrastructure that is central to the aims and objectives of the LDP, COM12 promotes the provision of allotments and community food networks, which will help facilitate the accessibility of affordable fresh produce to the most vulnerable communities. Taken together, these policies will help to reduce car</p> |
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| | | | | | <p>dependency by stating that no person should live more than 300m from their nearest accessible green space. The establishment of community food networks can also help to reduce food miles and reduce the need for individuals to travel by providing locally grown and surplus food.</p> <p>Policy SP10 requires development proposals to be supported by adequate infrastructure, including educational facilities, provision for outdoor recreation, transport improvements and any other infrastructure deemed necessary to make places function efficiently and sustainably and to mitigate any adverse impacts. This will help to improve physical health and wider wellbeing outcomes, help to tackle social exclusion, promote community cohesion, support economic growth and help to improve the economic performance of the BCBC area. The policy also requires developers to consult infrastructure providers on relevant applications.</p> <p>Taken together Policies SP8, SP9 and SP10 promote the co-location of health, social and community infrastructure, support green infrastructure provision and require development to be supported by adequate infrastructure more widely. This will help to direct development to locations with existing good infrastructure and help to maximise the efficient use of land.</p> |
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| | | | | | <p>Policy SP11 sets out an employment land strategy to meet projected employment needs over the period to 2033. By directing employment proposals to identified Sustainable Growth Areas and Strategic Regeneration Growth Areas, the strategy will enhance equality of access to employment opportunities for both existing and new residents. The policy will therefore help to tackle poverty and promote social inclusion. SP11 includes a target for growth in employment, the designation of strategic sites to accommodate substantial employment and the identification of a generous supply of viable employment sites (which have been subject to Sustainability Appraisal and marketability analysis). The policy will help to increase employment provision, support growth in the working age population, reinvigorate the labour market and counter population ageing. Informed by the Bridgend Economic Evidence Base Study 2019, SP11 will also directly help to maximise inward investment, diversify the local economic base and achieve growth of existing key sectors.</p> <p>Sitting under Policy SP11, Policies ENT1 and ENT2 allocate new and protect existing employment sites, which will help support and create employment opportunities and generate income for individuals and is a key determinant of health and wellbeing. Policy</p> |
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| | | | | | <p>ENT3 will help ensure that change of use of existing industrial development is managed appropriately, which in itself will help limit loss of employment opportunities associated with this industry and allow for growth in emerging sectors.</p> <p>Policy SP12 directs retail and commercial development proposals to accessible locations and requires such proposals to provide retail, community or commercial floorspace on the ground floor. This will help to support wellbeing and safety by ensuring equality of access for all too key services and amenities. SP12 directs retail, commercial and leisure development proposals to appropriate settlements within identified hierarchies and requires proposals to maintain or enhance the vibrancy, vitality and attractiveness of centres. Whilst the policy does not provide explicit support for new employment generating retail and commercial development proposals, it does provide a supportive policy framework for such proposals in appropriate and accessible locations. By directing such proposals to town centres, it also encourages increased uptake of public transport and active travel and generally provides a supportive policy framework for them. The policy will therefore help to promote business co-location, inward investment in town centres and economic growth in highly accessible areas, which will</p> |
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| | | | | | <p>enhance the economic competitiveness of the BCBC area.</p> <p>Policies SP13, SP14 and SP15 set out criteria to protect the health, wellbeing and amenity of communities from impacts associated with energy, minerals and waste management developments. The policies place particular emphasis on protecting against poor air quality and pollution, which will help to safeguard physical health. SP13 commits BCBC to supporting innovative low carbon energy proposals to stimulate the local economy and develop employment opportunities. This will directly help to provide new business opportunities, increase inward investment and support innovation.</p> <p>Sitting beneath Policy SP13, Policy ENT11 requires developments to incorporate renewable energy technologies which can have positive effects on health through reducing the burning of fossil fuels as outlined above. In addition to this, this proposal also supports the provision of energy efficient dwellings which can have positive effects on health, including through reducing energy costs and fuel poverty. This will have a particularly beneficial effect on vulnerable groups such as the elderly, those who are on low incomes or unemployed</p> <p>Policy SP16 requires tourism development proposals to provide a needs and impact</p> |
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| | | | | | <p>assessment to demonstrate, amongst other matters, that the proposal is viable, sustainable and can support the local economy. This will help to maximise local employment opportunities and ensure tourism development benefits local communities rather than contributing to inequalities. SP16 provides support for “appropriate sustainable tourism development”, recognises the strategically important role of the tourist economy in Porthcawl and identifies opportunities for tourism growth. This would help to strengthen the tourism sector of the economy within the BCBC area.</p> <p>Policy SP17 sets out criteria to protect designated sites (at all spatial scales) and areas of high environmental quality, including landscapes and habitats. Whilst the policy does not specifically refer to green infrastructure or to the importance of the natural environment for health and wellbeing, the policy would indirectly help to protect access to nature and outdoor recreation in specific locations, with resultant physical and mental health benefits, as well as improving the overall quality of the physical environment.</p> |
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Consider how your policy or proposal ensures that you are working in line with the requirements of the Welsh Language Standards (Welsh Language Measure (Wales) 2011), to ensure the Welsh Language is not treated less favourably than the English Language, and that every opportunity is taken to promote the Welsh Language (beyond providing services bilingually) and increase opportunities to use and learn the language in the community.

| | What are the impacts of your policy or proposal for persons to use the Welsh language and in treating the Welsh language less favourably than the English language? Please place an X in the relevant box | | | Why have you come to this decision? Please provide an explanation and any supporting evidence. | Record of mitigation in order to: <ul style="list-style-type: none"> • secure positive or more positive effects • avoid adverse effects or secure less adverse effects |
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| | Positive impact(s) | Negative impact(s) | No impact | | |
| Will the policy or proposal impact on opportunities for people to use the Welsh language | X | | | <p>The 2018 Wellbeing Assessment found an increasingly small proportion of people in Bridgend can speak Welsh. The age group with the greatest proportion of Welsh speakers is children aged between 3 and 15 - 25.3% of this group can speak Welsh, but these speakers make up just 3.88% of the total population.</p> <p>In 2011, a smaller proportion of the population of Bridgend could understand, speak, read or write Welsh than in Wales as a whole - just 9.7% of the population, compared to 19% for Wales as a whole).</p> | <p>Technical Advice Note 20, Planning and the Welsh Language, 2017 provides advice on incorporating the Welsh language in LDPs through Sustainability Appraisals, whilst also outlining procedures for windfall development in areas where the language is particularly significant. TAN20 stresses the need to assess the potential cumulative effects of development across the plan area; specifically how the strategy and policies are likely to impact on use of the Welsh language and the sustainability of communities. The spatial distribution of new development and infrastructure can be used as a strategic means of supporting the language based on the findings of the Sustainability Appraisal.</p> <p>PPW also highlights the importance of considering the likely effects of LDPs on the use of the Welsh language. In order to achieve this, “a broad distribution and phasing of development that takes into account the ability of the area or community to accommodate development without</p> |

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| | | | | <p>Historic trend data suggests that the proportion of the population of Bridgend who will be able to speak Welsh will continue to decrease in future, despite many residents identifying the Welsh language as an important part of their cultural heritage and identity. However, the greatest proportion of Bridgend residents who can speak Welsh are young people, there is the potential for a growth in Welsh language use in Bridgend.</p> <p>The policies of the LDP have been formulated to encourage people to stay in Bridgend and to promote and safeguard the interests of the Welsh language and aspects of linguistic sensitivity and to continue to support its growth amongst young people.</p> | <p>adversely impacting use of the Welsh language” (PPW 2021, 3.26) is required.</p> <p>Local level data does not identify any particular settlement with a notable concentration of Welsh speakers within Bridgend and therefore a specific Welsh language policy is not deemed suitable as part of the LDP. Of far more benefit is the integration of appropriate facilities to support the Welsh Language into every aspect, policy and theme of the plan, with particular reference to tourism, conservation and social and community infrastructure. In such a way, the steps identified to safeguard and grow the use of the Welsh Language become an intrinsic element of the sustainable placemaking agenda at the heart of PPW, WCFG legislation and the LDP itself.</p> <p>This is encapsulated in Policy SP2 that seeks the creation of high quality, attractive, sustainable places that support active and healthy lives and ensures that new development positively contributes towards this.</p> <p>Building on the advice contained within TAN20, the LDP has sought to incorporate the findings of the Sustainability Appraisal by incorporating specific requirements for the provision of Welsh medium schools within the strategic site Policies PLA1-5 as an appropriate means of meeting Welsh</p> |
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| | | | | | <p>speaking needs and promoting the use of the Welsh language.</p> <p>Additionally, Policy SP10 has been amended to reflect the findings of the Sustainability Appraisal and specifically references the need for development proposals to consider and include appropriate provision for the Welsh Language. Whilst the policy does not elaborate on this, in principle the policy would help to safeguard and increase the use of the Welsh Language.</p> |
| Will the policy or proposal treat the Welsh language no less favourably than the English language | | | X | | There are no policies in the Deposit Plan that will treat the Welsh language any less favourably than the English Language. |

Wider impact

Cumulative impact

What is the cumulative impact of this policy or proposal on different protected groups when considering other key decisions affecting these groups made by the organisation? (You may need to discuss this with your Service Head or Cabinet Member to consider more widely if this proposal will affect certain groups more adversely because of other decisions the organisation is making, eg, financial impact/poverty, withdrawal of multiple services and whether this is disadvantaging the same groups, eg, disabled people, older people, single parents (who are mainly women), etc)

The Deposit LDP contains 75 policies and has the underlying principle to deliver sustainable placemaking to secure a better quality of life for every resident of the borough between 2018 and 2033. All the policies within the LDP contribute towards achieving this through providing and promoting the location of new homes, jobs and economic growth, conservation and enhancement of the natural environment and built heritage, improved infrastructure (both social and community), renewable energy, green spaces and the development of balanced communities.

Many of the policies within the Plan will benefit the wider community across the County Borough and not specifically those with protected characteristics. However, some policies will have the potential for some direct or indirect impact on different groups. The Deposit Plan has been assessed for their potential positive, negative or neutral impact on those groups and have been formulated to address and mitigated any of the potential adverse impacts identified in the formative stages of preparing the LDP.

Public Sector Equality Duty

The Public Sector Equality Duty consists of a general equality duty and specific duties, which help authorities to meet the general duty.

The aim of the general equality duty is to integrate considerations of the advancement of equality into the day-to-day business of public authorities. In summary, those subject to the equality duty, must in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act.
- Advance equality of opportunity between people who share a characteristic and those who don't
- Foster good relations between people who share a characteristic and those who don't

How does this policy or proposal demonstrate you have given due regard to the general equality duty?

Taking into account sustainable development and the purposes of the Well-Being Goals, the LDP policies must ensure that development takes place in locations that are appropriate for its scale and nature, and that development is built to ensure positive economic, social, environmental and cultural outcomes. Development should be delivered in such a way that it provides a safe, attractive, cohesive and inclusive environment.

The LDP is also subject to a statutory Sustainability Appraisal (SA). The purpose of the SA is to appraise the environmental, social and economic impacts of the LDP and to find ways to mitigate these to improve the Plan's overall sustainability. It is an on-going process carried out at various stages and assesses the plan's overall strategy and individual policies and proposals to ensure that these fit in with the principles of sustainable development.

Procurement and partnerships

The Public Sector Equality Duty (PSED) requires all public authorities to consider the needs of protected characteristics when designing and delivering public services, including where this is done in partnership with other organisations or through procurement of services. The Welsh Language Standards also require all public authorities to consider the effects of any policy decision, or change in service delivery, on the Welsh language, which includes any work done in partnership or by third parties. We must also ensure we consider the Socio-economic Duty when planning major procurement and commissioning decisions to consider how such arrangements can reduce inequalities of outcome caused by socio-economic disadvantage.

Will this policy or proposal be carried out wholly or partly by contractors or partners?

| | Please place an X in the relevant box: |
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| Yes | |
| No | X |

If yes what steps will you take to comply with the General Equality Duty, Welsh Language Legislation and the Socio-Economic Duty in regard to procurement and/or partnerships?

| | Steps taken to ensure compliance: |
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| General Equality Duty | |
| Welsh Language legislation | |
| Socio-economic duty | |

Record of recommendation and decision

What is the recommendation for the policy or proposal based on assessment of impact on protected characteristics, Welsh Language and socio-economic impact?

If you chose to continue with the policy or proposal in its current form even though negative impacts have been identified a full justification should be provided and actions should be identified with the aim to reduce negative impacts.

| | Please place an X in the relevant box | Please explain fully the reasons for this judgement. |
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| Continue with the policy or proposal in its current form as no negative impacts have been identified | X | The development of the Deposit Plan policies have been informed by equality, health and sustainability assessments which have been |

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| | | <p>undertaken at the various stages of the preparation of the LDP. These have thoroughly assessed each of the policies within the emerging plan and identified, where necessary, appropriate mitigation requirements and in some cases changes to the policies to help ensure their implementation achieves the vision and objectives of the LDP.</p> <p>As such, the EIA does not identify any negative impacts on any of the protected characteristics.</p> <p>Each of the policies will be revisited as part of the EIA process, following public consultation on the Deposit Plan.</p> |
| Continue with the policy or proposal in its current form even though negative impacts have been identified | | |
| Do not continue with this policy or proposal as it is not possible to address the negative impacts. | | |

Monitoring action plan and review

Equality Impact assessment Action Plan

It is essential that you now complete the action plan. Include any considerations you have identified to mitigate negative impact(s) and/or secure positive impact(s) on protected characteristics, socio-economic impact and Welsh Language. Once your action plan is complete, please ensure that the actions are mainstreamed into the relevant Service Development Plan.

| Action | Lead Person | Target for completion | Resources needed | Service Development plan for this action |
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| Consultation methods and LDP documents need to be accessible and take reasonable adjustments into account. A need to ensure the views of | Strategic Planning Manager | As part of the Deposit Plan consultation to be undertaken in June 2021 | Staff time/resource of Strategic Planning and Communication teams | LDP Delivery Agreement |

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| Disabled people are captured and that Disabled people do not face barriers to participation | | | | |
| Appropriate monitoring targets on delivery of Gypsy Traveller provision are required to ensure that future accommodation needs are accounted for. | Strategic Planning Manager | Annually following adoption of the LDP | Staff time and resource | LDP Annual Monitoring Report |
| Delivery of new housing – location and total annual completions | Strategic Planning Manager | Annually following adoption of the LDP | Staff time and resource | LDP Annual Monitoring Report LDP Housing Trajectory |
| Delivery of Affordable Housing – Total provided, tenure, thresholds and delivery per each sub-market area | Strategic Planning Manager | Annually following adoption of the LDP | Staff time and resource | LDP Annual Monitoring Report LDP Housing Trajectory |
| Employment Land Take-up and job growth | Strategic Planning Manager | Annually following adoption of the LDP | Staff time and resource | LDP Annual Monitoring Report Annual Employment Land Survey Development Management Monitoring ONS |

Please outline how and when this EIA will be monitored in the future and when a review will take place:

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| Monitoring arrangements: | Date of Review: |
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The EIA will be reviewed following public consultation on the Deposit Plan, which is to take place in June 2021. The list of key stakeholders identified in the Delivery Agreement will be contacted and their feedback, alongside any relevant equality related feedback from other organisations, groups and individuals will be considered and captured within this assessment.

October 2021

Approval

| | |
|--|---------------------------------------|
| Date Full EIA completed: | 19th April 2021 |
| Name of the person completing the Full EIA: | Gareth Denning |
| Position of the person completing the Full EIA: | Strategic Planning Team Leader |

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| Approved by (Head of Service or Corporate Director): | |
| Date Full EIA approved: | |

Publication of EIA and feedback to consultation groups

It is important that the results of this impact assessment are published in a user friendly accessible format.

It is also important that you feedback to your consultation groups with the actions that you are taking to address their concerns and to mitigate against any potential adverse impact.

When complete, this form must be signed off and retained by the service and a copy should also be sent to equalities@bridgend.gov.uk

Where a full EIA has been completed this should be included as an appendix with the relevant cabinet report and therefore will become available publically on the website.

If you have queries in relation to the use of this toolkit please contact the Equalities Team on 01656 643664 or equalities@bridgend.gov.uk

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CORPORATE DIRECTOR - COMMUNITIES

PURCHASE OF BRIDGEND TOWN CENTRE POLICE STATION

1. Purpose of report

- 1.1 The purpose of this report is to update Cabinet on the progress that has been made on a potential purchase of Bridgend Town Centre Police Station at Cheapside with a view to support the aspirations of Bridgend College to relocate their main campus to the Town Centre, and to seek approval to progress with the acquisition.

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

- 2.1 This report assists in the achievement of the following corporate well-being objective/objectives under the **Well-being of Future Generations (Wales) Act 2015**:
- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
 - **Helping people and communities to be more healthy and resilient** - Working with our partners, including the people who use our services to take steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. We will support individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.

3. Background

- 3.1 BCBC recently completed a comprehensive masterplanning exercise for Bridgend Town Centre. The Regeneration Masterplan identifies a series of ambitious and deliverable projects for the next 10 years that will support future economic growth and secure greater benefits and opportunities for Bridgend Town and the County Borough.
- 3.2 BCBC has been working collaboratively with key public and private stakeholders to ensure that we have a suit of deliverable projects which have a transformational impact on the Town.

- 3.3 Officers have been working alongside Bridgend College to support their aspirations to transform their learning environment which began with their Strategic Outline Programme identifying the need for modernisation of the College's Cowbridge Road main campus through WG's 21st Century Schools programme. After an extensive consultation, the consensus was reached that to enhance the deliverability of educational outcomes for the College it was essential that Cowbridge Road be effectively split into two schemes, a new STEAM academy (centre for Science, Technology, Engineering, the Arts and Mathematics) at the Pencoed Campus which in turn created an opportunity to review their Cowbridge Road campus for the purposes of their learning and skills programme.
- 3.4 Over the last two years Bridgend College have engaged land and development consultants to consider their options for further development.
- 3.5 In considering this, one option explored was to relocate the provision to the Town Centre, following the principles of WG's town centre first policy, to consider relocating and investment in services and buildings within town centres wherever possible, before the consideration of out of town sites.
- 3.6 In tandem, discussions with South Wales Police (SWP) surrounding their decision to consolidate their offices at their Cowbridge Road site indicated that the Police Station at Cheapside would potentially become vacant from March 2022.
- 3.7 Through the Masterplanning exercise, the re-development of the Police Station site has therefore been identified as one of the key deliverable regeneration sites. At just 0.2 miles from Pen-y-Bont Train Station, there are considerable opportunities to promote active travel and the use of public transport to the site.
- 3.8 In June 2021 Cabinet approved a proposal to enable officers progress discussions with SWP on the acquisition of the current Bridgend Town Centre Police Station via WG Estate Co-location & Land Transfer Protocol.
- 3.9 Officers were also authorised to pursue and, if successful, accept grant funding from WG to support the initial acquisition and future demolition of the current Police Station building.

4. Current situation/proposal

- 4.1 In July 2021 officers were successful in securing WG grant aid to support the acquisition and future demolition of the Police Station site.
- 4.2 This followed the successful Bridgend College Strategic Outline Proposal (SOP) to Welsh Government's 21st Century Schools and Colleges Programme Investment Panel earlier this year for the project's inclusion within its current Band B programme.
- 4.3 The proposal is for BCBC to acquire the current Police Station site at Cheapside and to demolish the existing building, with the aim of leasing the site to Bridgend College via a long term lease. This will enable the relocation of the remaining education provision at Bridgend College's Cowbridge Road campus to the Town Centre.
- 4.4 BCBC will take the lead on the first phase of works (site acquisition and demolition) with Bridgend College leading on phase 2 (site development).

- 4.5 In discussion with WG a purchase by BCBC in the first instance is a preferred option in order to secure the site and to retain its ownership within the public sector with a view to direct regeneration and investment opportunities and to avoid developer-led land banking. Whilst its clear intent is to deliver a site for the College, the proposed acquisition of the site by BCBC would ensure that should the College redevelopment not be forthcoming for any specific reason that the site remains within public ownership and viable for regeneration purposes.
- 4.6 Officers have progressed discussions with SWP in respect of the sale and purchase of the site. In order to progress the acquisition the parties required a market valuation of the property in accordance with the Land Transfer Protocol and jointly commissioned a District Valuation. Such report has provided a land value of £650,000 and therefore sets the purchase price at this level. All parties concur with the value reported. This budget was approved by Council as part of the capital programme in October.
- 4.7 Draft contracts for sale have been written and agreed by both parties and we are now in a position to exchange.
- 4.8 The contract for sale includes a leaseback agreement to SWP for 12 months. This agreement is to allow SWP sufficient time to prepare newly developed offices at their Headquarters site to accommodate the staff currently located at the central police station
- 4.9 Officers are continuing to work with SWP to help identify and progress a smaller satellite office within the Town Centre to accommodate a day to day police presence.
- 4.10 The 12 month leaseback will not adversely impact on subsequent work related to the project, which can be completed in tandem with the arrangement with Bridgend College. It is proposed that pre-demolition surveys and tenders will be undertaken prior to SWP providing vacant possession allowing the demolition works to commence immediately thereafter.

Next steps

- 4.11 Subject to Cabinet authorisation officers will finalise the legal work and complete the purchase of the site.
- 4.12 In tandem with pursuing the legal arrangements for the proposed acquisition of the site it has been agreed to begin drafting a long term lease arrangement with the College to secure the site for their redevelopment and satisfy conditions relating to their 21st Century Schools funding.
- 4.13 Officers are continuing to work with SWP to identify and progress a smaller satellite office within the Town Centre to accommodate a day to day police presence.

5. Effect upon policy framework and procedure rules

The proposals will not have an impact on the BCBC's policies or procedures.

6. Equality Act 2010 implications

An initial EIA screening has identified that there would be no negative impact on those with one or more of the protected characteristics, no socio-economic disadvantage or negative impact on the promotion of the Welsh language. It is therefore not necessary to carry out a full EIA on this policy or proposal.

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

7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment based on the 5 ways of working has been considered and there are no significant or unacceptable impacts upon the achievement of wellbeing goals/objectives.

- Long term – Investment in a modern and inspiring learning campus for higher and further education in Bridgend will support the aspirations of young people for many years to come. As a strategically located development site within the Town Centre the development in an investment in the transformation on the Town's economy.
- Prevention – Following SWP's vacation of their site it is , BCBC's responsibility is to ensure that this large brownfield site does not remain vacant and is brought forward for the right development which contributes to the economy of the Town.
- Integration – This project will ensure that the new College is accessible to all its students and community. It will make its vocational offer and training an integrated and accessible part of the Town Centre's community and service provision. The proposed development will ensure easy access to active travel and public transport is a key element of the site configuration.
- Collaboration – BCBC has collaborated extensively on the development of its new Masterplan for the Town Centre, within which this is the transformative anchor project. This opportunity is being developed collaboratively with Bridgend College and SWP.
- Involvement – A development of this nature and scale will require the ongoing involvement of the Town Centre community, both business and public to ensure its success. The College Campus will be designed with the involvement of students, staff and public to ensure it is fully integrated into the Town Centre and only enhances current Town Centre provision.

8. Financial implications

8.1 The financial implications for BCBC are in respect of supporting the first phase of this major project.

8.2 Acquisition costs are supported by a District Valuation which provided a land cost estimate report dated 22nd March 2021. The total land cost estimate for the acquisition element is £650,000 (capital). Based on previous experience we anticipate that the cost of demolition and costs associated with securing the site (revenue) will not exceed £650,000.

8.3 The following grant funding package has been secured and offer letter has been received from WG.

| Funder | £ |
|--------------------|-------------------|
| BCBC | £390,000 |
| Transforming Towns | £910,000 |
| Totals | £1,300,000 |

The BCBC funding is broken down as follows

| BCBC Match Funding | £ | |
|---------------------------------|----------|---|
| Acquisition | £195,000 | Sum is currently ring-fenced within the Regeneration SRF budget to match fund the TT programme. The SRF finance is approved within the authority's capital programme. |
| Demolition and associated costs | £150,000 | This sum has been ring-fenced to this project within the Demolitions Earmarked Reserve |
| | £45,000 | Sum is currently ring-fenced within the Regeneration Projects SRF budget to match fund the TT programme. |
| Total Match Funding | £390,000 | |

- 8.4 Due to the 12 month leaseback period being incorporated into the contract the demolition will not take place immediately upon purchase of the building. WG are aware and we will formally seek to ringfence this funding within the TT budget for next year, but this has not been confirmed yet. If this does not happen then further funding will be sought to progress the demolition.
- 8.5 At present it is not envisaged that there are any further financial implications to the authority in relation to the proposed project. The acquisition costs of the scheme were built into the the capital programme, approved at October Council, in line with financial procedure rules.

9. Recommendation(s)

9.1 It is recommended that Cabinet:

- Note the progress that has been made in connection with the proposed acquisition of the current Bridgend Town Centre Police Station at Cheapside and the regeneration proposals to create a new Bridgend College Campus at the site.
- Authorise officers to complete the legal documentation and transaction to acquire the SWP site at Cheapside Bridgend in accordance with WG Estate Co-location & Land Transfer Protocol.

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Background documents:

Cabinet Report, 22 June 2021, Proposed Purchase of Bridgend Town Centre Police Station

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

LEVELLING UP FUND PRIORITY PROJECTS

1. Purpose of report

The purpose of the report is to provide background and context on the UK Government Levelling Up Fund (LUF), and to seek Cabinet's endorsement on the proposed package of projects being developed for Bridgend constituencies for submission to a future application round of the LUF programme and to utilise Bridgend County Borough Council (BCBC) and UK Government resources to do so.

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

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

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

3. Background

3.1 The LUF was announced by the UK Government at the 2020 Spending Review. In March 2021, the Government set aside an initial £4 billion for the LUF for England over the next four years (up to 2024-25) and a minimum of £800 million for Scotland, Wales and Northern Ireland. As such, up to £4.8 billion until 2024-25 will be available in the LUF across the UK.

3.2 The UK Government will use the new financial assistance powers in the United Kingdom Internal Market Act 2020 (UKIM Act) to make the LUF available to the whole of the UK, with financial support provided directly to Local Authorities in Wales from Whitehall.

- 3.3 The LUF is jointly managed by HM Treasury (HMT), the Ministry of Housing, Communities and Local Government (MHCLG) and the Department for Transport (DfT). A Department for Wales has been set up to engage with and provide support directly to Welsh Local Authorities.
- 3.4 The LUF will invest in local infrastructure and capital projects that have a visible impact on people and their communities. This includes a range of high value local investment priorities, including local transport schemes, urban and economic regeneration projects and supporting cultural assets.
- 3.5 A prospectus has been published on guidance and priorities relating to the LUF. Alongside the prospectus UK Government published a 'priority area' ranking, with each local area ranking between 1 and 3. As part of this ranking Bridgend was given a priority category 1, which represents the highest need for the LUF.
- 3.6 Capacity funding was also allocated in March 2021 to all priority category 1 areas in England, and to all local authorities in Scotland and Wales, to support a transition to UK funding streams and help shape projects in preparation for funding. All Local Authorities including BCBC received capacity funding of £125,000, regardless of their ranking, in October 2021.
- 3.7 The LUF programme is competitive, despite a ranking system for priority. There are no set allocations for each area and each application will be reviewed on merit.
- 3.8 It is important to note that Local Authorities can only receive funding for one bid for every Member of Parliament (MP) whose constituency lies wholly within their boundary. The UK Government would also like to see MP's express support for one bid that they see as a priority, but it is not a requirement of the bidding process for MP's to have expressed their support. Each Local Authority is also eligible to make one additional bid for potential transport projects in the area. This enables BCBC to make 3 bids in total - one for each constituency, Bridgend and Ogmore, and a third for a strategic transport project.
- 3.9 Each constituency bid can be up to the value of £20m. However, there is also scope for investing in larger, high-value transport projects, allowing for bids of up to £50m, with each bid being encouraged to contribute a minimum of 10% funding from local and third-party contributions.
- 3.10 The deadline for the first round of LUF funding was the 6th June 2021. At that time BCBC was not in a position to be able to submit an application as part of the first round, primarily due to the quick turnaround between the publication of the prospectus and the closing date for applications. At that point BCBC had not received the capacity funding to support bid development and did not want to submit underdeveloped bids, as each constituency is only able to receive 1 approval per constituency area over the life of the funding programme.

4. Current situation/proposal

- 4.1 Since the launch of the funding prospectus in March 2021, officers have had the opportunity to consider which opportunities across the County Borough meet the requirements of the LUF criteria outlined in the Levelling-Up prospectus, which priority projects are already being developed to a stage which will meet the

assessment criteria and which key projects will be able to be delivered within the timeframe of the programme.

- 4.2 Officers have also had the ability to review those projects successful in the first round of funding, which has enabled thoughts to be galvanized on the most appropriate projects to focus development, finance and time on in preparation for the second round of funding.
- 4.3 Despite not having received confirmation of the details and timings for a second round, or any potential changes being made to the guidance, submission and assessment processes, we can assume that the previous indication of a May 2022 application deadline would be realistic to work towards.
- 4.4 Over the last few months officers have discussed the position in relation to the LUF with the local MP's for both the Ogmore and Bridgend constituencies, and will further seek their endorsement as the detail of the bids progress.
- 4.5 In October 2021, BCBC received a LUF Capacity Grant of £125,000. This grant is to support expenditure incurred in developing projects proposals to be submitted to the LUF.
- 4.6 Officers consider the best use of this finance is to procure support to assist with the development and drafting of the three individual bids. Capacity to do this within current financial and officer resource is limited and would be best utilised in securing dedicated and experienced support to draft the bids.
- 4.7 Outlined below are those projects which officers are proposing to concentrate on developing further over the next six months to ensure comprehensive applications can be made in the next round of funding.
- 4.8 These projects will be developed in partnership with relevant partner organisations and advisors.

Bridgend Constituency proposed project : Porthcawl Pavilion Redevelopment.

- 4.9 The LUF prospectus sets out a clear agenda to support cultural investment. To maintain, regenerate, or creatively repurpose museums, galleries, visitor attractions (and associated green spaces) and heritage assets as well as creating new community-owned spaces to support the arts and serve as cultural spaces.
- 4.10 A report on this project was presented to Cabinet/Corporate Management Board (CCMB) in September 2021 outlining details of the development work so far and the proposed next steps towards the Grand Pavilion redevelopment.
- 4.11 The project has been in development since 2016 when Awen Cultural Trust (Awen) in partnership with BCBC commissioned a study on the options for enhancing and re-developing the Grade II Listed building. The study considered the physical, artistic and social significance of the Grand Pavilion; provided a high level appraisal of its condition; considered the possible treatment of the historic building for renovation and concept designs that could unlock new social and commercially sustainable benefits.

- 4.12 The principal objectives of the renewal of the Grand Pavilion have been to address the issues of risk to the building fabric that exist in the condition of the concrete structure whilst also meeting the needs and aspirations of local people for extended and improved arts, heritage and library services.
- 4.13 Further feasibility work has produced a sound evidence base on the case for investment and included a review of the facility mix aligned to further developing the usage of the venue. Work to date has also produced RIBA Stage 2+ designs, providing a preferred and realistic design option for the future re-development of the Grand Pavilion. Local public consultation has fed into the study.
- 4.14 The new facilities proposed within the most recent feasibility work on the Grand Pavilion include:
- New function spaces at first floor (Esplanade) level,
 - New rooftop function and cafe spaces offering elevated sea-views across the Bristol Channel,
 - New Studio theatre and ancillary facilities,
 - Increased and improved welfare facilities including new changing places facility,
 - Business incubation or workshop spaces to street level,
 - New office facilities.
- 4.15 BCBC has already committed a sum of £100,000 to the next stage of development for this project from BCBC's Feasibility Funding budget. The RIBA Stage 3 design work will be tendered and commissioned by Awen in partnership with the Council as per previous stages to date.
- 4.16 It is acknowledged that the delivery of this project will require significant financial and grant investment. In addition to the LUF application is a need to submit an expression of interest to the National Heritage Lottery Fund to secure further development and capital funding. There has already been positive early discussions with the National Heritage Lottery Fund.
- 4.17 The re-development of the Grand Pavilion clearly represents an opportunity for a flagship and legacy capital scheme. It is also a key component of the wider Porthcawl Regeneration Programme being pursued.
- 4.18 The level of work completed on the project to date, coupled with completing the next phase of design and business planning work over the next 6 months will provide this project with every chance of a successful submission with good prospects of delivery within the period that LUF currently allows.
- 4.19 The details of the previous reports on the pavilion highlight that there are a range of works that will be required going forward if the integrity of the building fabric at the Grand Pavilion is to be sustained, regardless of whether a larger re-development is progressed or not.

Ogmore Constituency proposed project : Bridgend Enterprise Development Project

- 4.20 The UK LUF technical note refers to the following output to support economic regeneration: Delivery of quality residential or commercial space in key locations (town centres, gateway areas, employment sites).
- 4.21 The Bridgend Enterprise Development Project (EDP) will increase employment through investments in prioritised sites and infrastructure, supporting the Council's strategic approach towards economic development. The EDP project is required due to a lack of available modern buildings, obsolescence and a decrease of available floor space impacting on a variety of economic sectors. In Bridgend County Borough there is currently a high demand for small/micro enterprise space which is not currently being fulfilled.
- 4.22 Bridgend County Borough has a similar spread of businesses across each industrial sector to that seen in Wales as a whole. However, Bridgend has a higher proportion of enterprises in the manufacturing sector compared to Wales as a whole. In recent years the levels and variety of business accommodation has not kept pace with the levels of business births. A significant proportion of industrial property that is available in the County Borough is second hand, at least 20 years old and in need of refurbishment. As highlighted in recent research with local businesses, a lack of business premises is a barrier to growth. Work to develop the Bridgend Well-being Assessment has also highlighted that for residents of the County Borough economic well-being is a concern.
- 4.23 BCBC has responded to this challenge in recent years, but efforts to support the economies of the Valleys has required external grant funding. The work to deliver the Green Shoots project, developing incubator centres with companies such as Sony, was supported through the Rural Development Programme and work to progress the Enterprise Hub at Pyle Industrial estate received financial support through European Regional Development Funding (ERDF).
- 4.24 The project therefore has the opportunity to build on experience gained by BCBC to target external funding and work with the local population, in particular Valleys communities, to provide support to a range of economic sectors through the provision of:
- Support to new business start-ups
 - Support for the development of resilience in the early years of trading
 - Access to new markets and supply chains locally, regionally and nationally
 - Provision of business premises for start-up and new businesses
- 4.25 The project has been designed to respond to what is considered as market failure, locally identified need and growth opportunities for enterprise. Focus will be on meeting local investment and development needs whilst delivering in a co-ordinated way at a regional level in partnership with the Cardiff Capital Region City Deal. The operation provides a framework for the development of a limited number of locally prioritised investment opportunities. It will create hot-spots of enterprise that will develop strong geographic clusters of businesses, stimulate shared working and have a multiplier effect on the economy in relation to new products, improved

supply chains, applying improved techniques and adding value. This will enhance BCBC's existing commercial portfolio and create jobs and growth opportunities.

- 4.26 The project will enable a number of permanent and temporary new jobs to be created across a range of priority sectors that demonstrate opportunities for growth and alignment with local supply chains. The areas currently proposed for investment are situated in or near to wards of multiple deprivation and as such will open up opportunities for business start-ups and re-locations for the communities of the Llynfi, Garw and Ogmore Valleys.
- 4.27 Without the funding to undertake the development phase and the potential LUF funding to undertake the delivery stage, it would be unlikely that the project would proceed or if it was to proceed, scale and quality would be compromised and the impact of any spend would be insignificant and would not have the desired effect on the economy.

Bridgend Transport Proposal : Penprysg Railway Bridge

- 4.28 The LUF prospectus states that transport investments can include (but are not limited to) public transport, active travel, bridge repairs, bus priority lanes, local road improvements and major structural maintenance, and accessibility improvements. It also states that projects can be high-impact, small, medium and by exception larger local transport schemes which reduce carbon emissions, improve air quality, cut congestion, support economic growth and improve the experience of transport users are suggested.
- 4.29 This project will result in the rebuilding of the Penprysg road bridge so that it can accommodate two-way traffic leading to the eventual closure of Pencoed's level railway crossing, and an all-new active travel bridge for pedestrians and cyclists.
- 4.30 The project is being developed in conjunction with Network Rail and through a working group comprising the MP, Member of the Senedd (MS), BCBC Members (including the Leader and Cabinet Members), Town Council representatives, technical officers, Office of the Secretary of State for Wales, Network Rail and Transport for Wales.
- 4.31 The proposal has been a long-standing infrastructure project for Bridgend and is included in the current and replacement Local Development Plan (LDP) as well as predecessor land use plans.
- 4.32 The Pencoed level crossing is on the South Wales mainline railway as well as local Metro routes. When in operation there is a resultant build up of road traffic leading to significant congestion in the town centre. The current alternative road bridge on Penprysg Road is a substandard single lane with limited pedestrian/active travel provision.
- 4.33 Due to these constraints, there is a longstanding moratorium on development west of the level crossing. The plans will also unlock potential development land located to the west of the current level crossing, and enable fresh investment and facilities to be introduced.

4.34 Once the level crossing is closed, the proposal also provides opportunity to enhance the public realm in and around the commercial area at the level crossing and to enhance the local environment.

4.35 A public consultation is underway on the proposal.

5. Effect upon policy framework and procedure rules

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

6. Equality Act 2010 implications

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

6.2 An initial EIA screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh language. It is therefore not necessary to carry out a full EIA on this policy or proposal.

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

7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment based on the 5 ways of working has been considered and there are no significant or unacceptable impacts upon the achievement of well-being goals/objectives:

- Long Term - Investment in and redevelopment of major infrastructure is critical to developing confidence in and growing the economy, ensuring local investment while providing the ability to operate across the region and beyond. Investment in some of our major assets is also essential to secure their long term sustainability and contribution to the reduction in carbon emissions of our infrastructure and assets.
- Prevention - Investment in assets now will prevent further decline in the integrity of our structures. It will also prevent a decline in local environment and the quality of business and employment facilities within our communities.
- Integration - These projects will ensure that local cultural facilities, employment opportunities and better public transport facilities will be provided and integrated into the local communities. The public will be able to make better use of existing facilities and will be provided with greater employment and social opportunity within their communities.
- Collaboration - The success of the suite of projects will be founded on cross sector working and collaborative effort with partners and stakeholders to use creative and cultural activity to improve population well-being.
- Involvement - These are three very different projects being proposed with levels of engagement varying significantly to date. However, the success of each project will rest of the effective engagement with key public and operational stakeholders. This will be through formal channels such as Weltag and more informal conversations with critical partners.

8. Financial implications

- 8.1 BCBC have received £125,000 in development funding to support the LUF bids.
- 8.2 Officers are advocating the use of this grant to procure support to assist with the development and drafting of the three individual bids, to ensure that we draw on experience of previous successful applications.
- 8.3 Each of the three bids will have their own financial packages to be brought together. As the details of the development costs related to each project emerges following further feasibility and design work, each project will be seeking the support of partner organisations and other external funding sources to support the delivery of the projects.
- 8.4 The estimated financial position relating to the development work for the three individual bids is set out in the table below:-

| Project | Development Finance |
|---|--|
| Porthcawl Pavilion Redevelopment | Leisure Services and Awen Cultural Trust have secured £100,000 from BCBC's Feasibility budget to support the commissioning of the next stage in the design process with accompanying business case and funding proposals. |
| Enterprise Development Programme | <p>Currently no funding is available for the progression of this project. It is considered at this time that a commissioning budget in the region of £250,000 will be required for architectural services and required survey work. If Cabinet are minded to authorise officers to progress this bid it is proposed that this funding be provided from in-year resources identified within the Communities Directorate budget.</p> <p>If the commissioning costs exceed the available in-year resources this would necessitate discussion with the Section 151 Officer as to how any additional costs could be funded.</p> |
| Penprysg Road Bridge Replacement and Pencoed Level Crossing Closure | The project is part of the Cardiff Capital Region (CCR) Metro Plus programme. Funding of £3 million has been allocated to Bridgend to develop this proposal in conjunction with another project. The current funding runs to 2023 and allows for approximately £1 million to develop the Pencoed proposal to design stage. This will include consultation, technical studies, ground investigation and detailed design. |

- 8.5 In advance of the applications being submitted in May 2022, a further report will be presented to Cabinet to consider and agree any further financial commitment from the authority relating to the three individual proposals. The LUF Technical Advice Note states that local and third-party contributions (a minimum local contribution of 10%) (local authority and/or third party) of the project costs is encouraged.
- 8.6 There are no existing financial commitments within the Council's capital programme for the delivery of these three projects. Delivery costs for these projects are currently unknown, however for capital projects of the scale identified within the report to progress it is likely the Council may need to consider a capital contribution to secure these projects. As indicated in 8.5, any further financial commitment from the authority will be reported to Cabinet, and Council approval will be required for any capital contributions against each of the schemes.

9. Recommendations

It is recommended that Cabinet:

- Note the overview and application process associated with the LUF.
- Endorse the projects proposed by officers to be developed in readiness for a future application round.
- Delegate authority to the Director of Communities to utilise the LUF Capacity Grant to procure external support that will be needed for the production of bid/s to the fund and to utilise existing in-year resources in the Communities Directorate to procure required architectural and survey support for the Enterprise Development Programme.
- Note that the Director of Communities to liaise with the Section 151 Officer to consider how any additional commissioning costs could be funded if costs exceed the estimated budget of £250,000 and available in-year resources within the Communities Directorate.
- Receive a future report which sets out a final package of projects to be submitted to the LUF including any further financial requirements to support those projects or bids.

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CORPORATE DIRECTOR – COMMUNITIES
16th November 2021

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Background documents:

Levelling Up Fund Technical Note – UK wide

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

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

AMENDMENT TO THE FINANCIAL PROCEDURE RULES (FPRs) WITHIN THE COUNCIL'S CONSTITUTION

1. Purpose of report

- 1.1 The purpose of this report is to seek approval from Cabinet for proposed amendments to the Council's Financial Procedure Rules within the Council's Constitution.

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

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

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

3. Background

- 3.1 The management of the Council's financial affairs are conducted in accordance with the Financial Procedure Rules set out in Part 4 of the Constitution. The FPRs have not been revised since 2017, during which time new financial processes and procedures, and new legislation and guidance, have come into effect, changing the way in which the Council operates.

4. Current situation/proposal

- 4.1 The Financial Procedure Rules have been reviewed by officers, including those from finance, procurement, legal and internal audit and a number of changes made to bring them up to date to reflect changes such as:

- clarification and updated wording in a number of areas to reflect current practice;
- updates in respect of the Capital Strategy and capital programme approvals;
- updated reporting and approval requirements in respect of leases;
- additional information in respect of Value Added Tax (VAT) and the Construction Industry Scheme (CIS);
- requirements in respect of the Social Security Contributions (Intermediaries) Regulations 2000, as amended (IR35);
- updates in respect of data protection requirements under the General Data Protection Regulation (GDPR);
- reference and signposting to the Council's Senior Fraud Investigator;
- processes to be followed for asset disposals.

4.2 The proposed amendments to the Financial Procedure Rules are shown via tracked changes at **Appendix 1**. A report shall be taken to Council to amend the Constitution to incorporate the revisions to the Financial Procedure Rules.

5. Effect upon policy framework and procedure rules

5.1 The revised Financial Procedure Rules will be included within the Constitution once approved.

6. Equality Act 2010 implications

6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. The Financial Procedure Rules apply to all equally, therefore it is not necessary to carry out an Equality Impact assessment in the production of 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 well-being goals/objectives as a result of this report.

8. Financial implications

8.1 There are no financial implications arising from changes to the Financial Procedure Rules within the Constitution as they being proposed to reflect current practice.

9. Recommendations

Cabinet is recommended to:

- approve the amendments to the Financial Procedure Rules attached as Appendix 1;
- note that a separate report will be presented to Council to incorporate the revised Financial Procedure Rules into the Constitution.

Gill Lewis

INTERIM CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

November 2021

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Background Documents: None

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Part 5 Codes and Protocols

Financial Procedure Rules

Section A - Financial Control

1. General

1.1 For the purposes of these Rules:

- (a) “the Chief Executive Officer” means the officer designated by the Council as Head of Paid Service under Section 4 of the Local Government & Housing Act 1989.
- (b) “the Chief Finance Officer” means the officer designated by the Council as the officer responsible for the administration of its financial affairs under Section 151 of the Local Government Act 1972.
- (c) “Chief Officer” means any of the following:
 - The Chief Executive Officer;
 - The Corporate Director – Social Services and Wellbeing;
 - The Corporate Director – Education and Family Support;
 - The Corporate Director – Communities;
- (d) “the Monitoring Officer” means the officer designated as such by the Council under Section 5 of the Local Government & Housing Act 1989.
- (e) “the Cabinet” means the Executive established under Part II of the Local Government Act 2000.
- (f) “Cabinet Member” means the Leader and any of the members of the Cabinet.
- (g) “Budget Head” means the budget for a particular service/services.
- (h) Words importing the singular number only shall include the plural and vice versa, words importing the masculine gender include the feminine and vice versa.

1.2 A Chief Officer may nominate any suitably qualified officer in ~~his~~ their Directorate to undertake any of the duties placed upon him or exercise any power granted to him by these Rules.

1.3 Each Chief Officer shall consult with the Chief Finance Officer on any matter which is liable to materially affect the finances of the Council before any commitment is incurred and before reporting thereon to the Cabinet or the Council.

1.4 (a) Chief Officers shall be responsible for bringing these Financial Procedure Rules to the attention of staff and for ensuring the observance of these Rules throughout their respective Directorates;

Part 5 Codes and Protocols

- (b) Staff who fail to observe these Rules may be subject to disciplinary action.
- 1.5 Each Chief Officer shall be responsible for the accountability of staff, and the security, custody and control of all other resources including plant, buildings, materials, cash and stores appertaining to their individual Directorates in accordance with the procedures agreed with the Chief Finance Officer.
- 1.6 Each Chief Officer shall have a duty to endeavour to maximise the value for money obtained in running the activities within ~~his~~ their purview.
- 1.7 Each Chief Officer shall have a duty to consult the Chief Finance Officer if he has reason to believe that any matter within ~~his~~ their purview may result in:
- (a) The Council incurring expenditure in excess of its approved budget;
 - (b) The Council incurring expenditure for which it has no statutory power to incur;
 - (c) The Council failing to comply with the financially related provisions of any ~~National~~ relevant ~~or~~ European and UK legislation;
 - (d) The Council failing to comply with the financially related provisions of any code of practice adopted by the Council.
- 1.8 Whenever any matter arises which involves or is thought to involve irregularities concerning cash, stores or other property of the Council or held on trust by the Council, the Chief Officer concerned shall notify the Chief Finance Officer who shall take such steps as he considers necessary by way of investigation and report.
- 1.9 Each Chief Officer shall have a duty to inform the Chief Finance Officer and the Monitoring Officer if he suspects that the Council or its officers are exceeding the Council's statutory powers.
- 1.10 No Chief Officer may recommend to the Council or the Cabinet that expenditure be incurred or any other action taken on the assumption that sufficient statutory power is provided by either Sections 137 of the Local Government Act 1972 and Section 2 of the Local Government Act 2000, without prior approval of the Chief Finance Officer and the Monitoring Officer.
- 1.11 The Chief Finance Officer in consultation with the Monitoring Officer shall be authorised to vary from time to time any amount included in the Rules, but any alteration shall be reported to the next meeting of Council.
- 1.12 Separate Financial Regulations shall be issued by the Chief Finance Officer for use by the Council's schools, drawing on, and supplementing this document, as appropriate.

2. Accounting Systems

- 2.1 All accounting procedures and accounting records of the Council and its Officers shall be subject to the approval of the Chief Finance Officer.

Part 5 Codes and Protocols

- 2.2 All accounts and accounting records of the Council shall be compiled by, or under the direction of, the Chief Finance Officer.
- 2.3 The following principles shall be observed in the allocation of accounting duties:
- (a) The duties of providing information regarding sums due to or from the Council and of calculating, checking and recording these sums, shall be separated as completely as possible from the duty of collecting or disbursing them;
 - (b) Officers charged with the duty of examining and checking the accounts of cash transactions shall not themselves be engaged in any of these transactions.
- 2.4 A Chief Officer shall be responsible for the financial management and audit of any private fund entrusted to him as part of ~~his~~ their duties and will apply regulations to such funds as stipulated by the Chief Finance Officer.
- 2.5 Notwithstanding the duties of a Chief Officer in Rule 2.4, the Chief Finance Officer shall have the right to audit any private fund at any time.
- 2.6 For the purposes of these Rules “private fund” shall mean any fund in the management of which a Chief Officer of the Council is concerned and which may affect any person or property for which the Council has a responsibility, notwithstanding that contributions towards such fund shall have been made by another party other than the Council.

3. Budgeting and budgetary control

3.1 Council's Budget

- 3.1.1 The Budget shall be approved by the Council in accordance with Rule 2 of the Budget and Policy Framework Procedure Rules;
- 3.1.2 ~~In referring the Cabinet's Budget Proposals to Council the proper officer will forward to the Council a report of the Chief Finance Officer incorporating the recommendations of the Cabinet and detailing for approval of the Council:-~~
- (a) ~~Aa~~ probable out-turn for the current -year;
 - (b) ~~Aa~~ -revenue budget for the forthcoming year detailing the Budget Heads over which that budget is allocated to specific services and service programme areas;
 - (c) ~~aA~~ forward indication of the medium term financial strategy which will comprise the revenue budget for the first year and indicative budgets for the subsequent three years and a capital budget for the forthcoming year incorporating a capital programme of at least three years, but no more than ten years;

Part 5 Codes and Protocols

- (d) an assessment of any major financial risks which may impact on the budget;
- (e) an analysis of reserves and balances and movements over the forthcoming financial year;
- (f) [the proposed increase in](#) fees and charges for the forthcoming year;
- (g) [Aa](#) recommendation of the level of Council Tax to be levied for the forthcoming year.

3.1.3 The detailed form of the Budget will be determined by the Chief Finance Officer within the general direction of the Council and Cabinet after consultation with Chief Officers.

3.2 Amendments to the agreed budget (virements and technical adjustments)

3.2.1. Each Chief Officer shall have the authority to incur expenditure on any activity under ~~his~~ [their](#) control up to the amounts specified in respect of that activity in the revenue or capital budgets approved by the Council for the financial year, unless directed otherwise by the Chief Finance Officer.

3.2.2 Each Chief Officer, subject to the agreement of the Chief Finance Officer, may approve virements between specific revenue Budget Heads which do not amend any individual Budget Head by more than £100,000 from that approved by the Council. The relevant Chief Officer and Chief Finance Officer must jointly report to Cabinet on any virements which amend individual Budget Heads by more than £100,000.

3.2.3 Cabinet may, following a report of the appropriate Chief Officer in consultation with the Chief Finance Officer, approve virements between individual revenue Budget Heads which do not amend any individual budget head by more than £500,000 from that approved by the Council.

3.2.4 All approved virements over £100,000 must be reported to the Council for information as soon as reasonably practicable after their approval.

3.2.5 Any variations to the capital programme, other than those permitted under paragraphs 3.4.7 and 3.4.9, shall require the approval of the Council following a report of the Chief Finance Officer after taking into consideration the recommendations of the Cabinet.

3.2.6 All proposals for revenue and capital budget virements that exceed the above limits will need to be approved by the Council on receipt of a report of the appropriate Chief Officer in consultation with the Chief Finance Officer following consideration by the Cabinet. Virement proposals must also be approved by the Council if they:

Part 5 Codes and Protocols

- a) ~~Imply imply~~ a change in a plan, policy or strategy which would be contrary to the existing policy framework;
- b) ~~Have have~~ a major operational impact on existing service provision;
- c) ~~Are are~~ contrary to or not wholly in accordance with the Budget;
- d) ~~Imply imply~~ any additional revenue commitment in future years.

3.2.7 There are also technical adjustments to budgets as a result of the Council adhering to the Code of Practice on Local Authority Accounting. These could include, but are not limited to, the reallocation of budgets and spend for central support services to other areas within the Council or the allocation of capital charges across the Council. These are not subject to the authorisation limits of budget virements and the Chief Finance Officer or nominated representative can authorise these.

3.3 Budgetary control

- 3.3.1 The Chief Finance Officer shall provide each Chief Officer with regular information relating to income and expenditure under each approved budget head and any other relevant information available. Each Chief Officer shall be responsible for ensuring control of expenditure and income against the approved budget (attention is drawn to Rule 6.1).
- 3.3.2 A Chief Officer in consultation with the Cabinet Member responsible for the function in respect of which the service is provided will be expected to manage ~~his~~ their services within the approved cash limited budget and to provide the Chief Finance Officer with such information as is required to facilitate and monitor budgetary control. A Chief Officer or Cabinet Member may not incur expenditure or forego income if this will result in the approved budget being exceeded.
- 3.3.3 A Chief Officer may delegate responsibility for management of budgets within their control to other senior officers within their Directorate. Such delegation shall be within defined parameters and shall be recorded in writing as determined by the Chief Finance Officer.
- 3.3.4 At year end, consideration will be given to the overall financial position of the Council including the final outturn, any accrued Council Tax income, the Council's reserve levels and any new pressures or risks that need to be provided for. At that time, in line with the Council's Reserves and Balances Protocol, a Chief Officer will be invited to submit earmarked reserve requests to meet any specific unfunded one-off expenditure that they expect to arise in the following financial year and these will be considered by the Chief Finance Officer in the context of the Directorate outturn position as well as that of the Council as a whole. Chief Officers will be notified of successful earmarked reserves.

Part 5 Codes and Protocols

- 3.3.5 Any over-spending against budget may be carried forward at the discretion of the Chief Finance Officer, either against the specific directorate or Council wide budgets. In no circumstances should this provision be seen as giving a Chief Officer power to overspend against approved budgets. Any such overspend will be treated as a breach of the Financial Procedure Rules and the respective Chief Officer held accountable. No Chief Officer or Cabinet Member may budget for a deficit. Where a net overspending occurs this will be a first call on the following year's budget, unless the Chief Finance Officer gives approval to meet this from usable reserves.
- 3.3.6 Urgent expenditure not included in any budget approval may only be incurred with the approval of the Chief Finance Officer.
- 3.3.7 The cash limited budget for a Chief Officer only relates to the "controllable" elements of the ir budget and excludes s, amongst other things:
- Central ~~C~~capital charges
 - Central support service charges
 - Centrally controlled office accommodation budgets
 - Joint Committee precepts and levies

3.4 Capital programme

- 3.4.1 As part of the budget process the Chief Finance Officer or appropriate Cabinet Member will annually present to the Council a capital programme which shall include:
- (a) ~~These~~ those capital expenditure items proposed to commence during the next three ~~-~~ years as a minimum;
 - (b) ~~An~~ an estimate of the capital costs of those schemes together with the associated proposed funding.
- 3.4.2 Schemes for which external funding has been approved will be added to the capital programme once the funding has been accepted and included in the next capital programme report to Council.
- 3.4.3 A Chief Officer, before submitting a scheme for inclusion in the capital programme, shall satisfy himself that the scheme is in line with the Council's Capital Strategy, and that:
- (a) ~~L~~and purchases, design planning consents and relevant studies are sufficiently advanced to ensure that the proposed year of start of a scheme is feasible, ~~and~~;
 - (b) ~~T~~he level of expenditure envisaged is realistic, following a full feasibility assessment, and taking into account the Chief Finance Officer's forecast of capital resources available and the ability of each service directorate to meet the consequential costs resulting from

Part 5 Codes and Protocols

prudential borrowing, if applicable, and any on-going maintenance costs:-

- (c) Each scheme in the programme has been fully appraised to ensure it is the most economic method of satisfying an identified need.

3.4.4 The Capital Programme upon approval by the Council shall:

- (a) Confer authorisation upon the Chief Officer concerned to take steps to enable design work to be completed and land to be acquired in due time:-
- (b) Form the basis of the annual ~~Capital-capital~~ Estimatesestimates.

3.4.5 The inclusion of any item in the approved capital estimates shall not confer authority to incur any expenditure (except on design work and land acquisition) until:

- (a) All necessary statutory approvals have been obtained;
- (b) Any external funding contribution to the project has been secured; and
- (c) A tender or quotation has been received and accepted in accordance with the Contract Procedure Rules, which does not exceed that part of the total cost included in the capital estimate in respect of the main contract work for the project by more than 10% or £100,000, whichever is lower.

3.4.6 If the tender or quotation exceeds the criteria in 3.4.5(c) above, its acceptance will be subject to the approval of the Chief Finance Officer, in consultation with the Cabinet Member(s) responsible for the function in respect of which the decision is required, to a diversion of money from other approved schemes within the appropriate Chief Officer's control sufficient to meet any additional cost to be borne within the first year.

3.4.7 Chief Officers shall monitor both the progress of schemes and the totality of capital expenditure with the aim of avoiding under or overspending against the approved capital estimates. Should such a situation appear likely, a Chief Officer in conjunction with the Chief Finance Officer, shall recommend to the Council the remedial action necessary to accelerate or retard existing schemes within the approved capital programme.

3.4.8 Remedial action which necessitates the retardation or deletion of a scheme within the first year of the programme shall be subject to the prior approval of the Council based on a joint report of the Chief Finance Officer and Chief Officer.

3.4.9 The Chief Finance Officer shall give Chief Officers information relating to actual payments made for each scheme in such detail and at such time as

Part 5 Codes and Protocols

arranged between them in order that they may carry out their responsibilities under paragraph 3.4.7.

- 3.4.10 The capital programme includes an annual allocation for capital minor works. Allocation of this funding to individual schemes is the responsibility of the Corporate [Property Landlord](#) Group (or its successor) and approval on individual schemes will not be sought from Council insofar as the overall funding allocated to schemes does not exceed the funding agreed by Council in the capital programme for that financial year.

3.4.11 Any additional capital expenditure from within the capital programme, for new or existing schemes, which, for reasons of urgency, cannot await the next meeting of Council, may only be incurred with the approval of the Chief Executive Officer, in consultation with the Chief Finance Officer, subject to a maximum value of £100,000, under the Scheme of Delegation, Scheme B1 paragraph 2.2.

- 3.4.14² Urgent expenditure not included in any budget approval, which needs to be agreed prior to the next meeting of Council, may only be incurred with the approval of the Chief Finance Officer. Any such decision requires approval by either the Chief Executive Officer or Solicitor to the Council, under the Scheme of Delegation, Scheme B1 paragraph 2.1.

3.5 Capital Strategy

- 3.5.1 The Chief Financial Officer will be responsible for preparing a Capital Strategy for submission to Council for approval prior to the start of each financial year. The Strategy must demonstrate that capital expenditure and investment decisions are in line with service objectives and properly take account of stewardship, value for money, prudence, sustainability and affordability.
- 3.5.2 The Capital Strategy will need to comply with the requirements of the Chartered Institute of Public Finance and Accountancy (CIPFA)'s Prudential Code for Capital Finance in Local Authorities. It will incorporate the Prudential Indicators that will need to be approved by Council.
- 3.5.3 The Chief Finance Officer shall report quarterly to Cabinet and Council with an update on the Capital Strategy and the Prudential Indicators.

4. Internal audit

- 4.1 The Chief Finance Officer shall have a duty to maintain an effective internal audit of the Council's operations in order to review, evaluate and test the adequacy of the Council's systems of internal control as contributions to the proper, economic, efficient and effective use of resources.
- 4.2 The Chief Finance Officer shall have the responsibility to review, appraise and report to Council, the Governance and Audit Committee, Cabinet, Cabinet Member, or Chief Officer as appropriate upon:

Part 5 Codes and Protocols

- 4.2.1 The soundness, adequacy and application of financial and other related operations of the Council.
- 4.2.2 The extent of compliance with, and financial effect of, established policies, plans and procedures.
- 4.2.3 The extent to which the Council's assets and interests are accounted for and safeguarded from losses of all kinds arising from:
 - (a) fraud and other offences;
 - (b) waste, extravagance, poor value for money or other cause.
- 4.2.4 The suitability and reliability of financial and other related management data developed within the Council.
- 4.3 The Chief Finance Officer or an authorised representative of the Chief Finance Officer shall have the authority to require any officer to:
 - 4.3.1 Provide access to any Council premises or land under ~~his~~ their control. Where sites are in the possession of a contractor or subject to any tenancy or licence to occupy, such entry will be governed by the conditions of the contract or other legal agreement.
 - 4.3.2 Produce any records, documents and correspondence in ~~his~~ their possession.
 - 4.3.3 Provide explanations of matters arising from an audit.
 - 4.3.4 Produce and account for any cash, stores or other Council property under ~~his~~ their control.
- 4.4 The Chief Finance Officer shall have the authority to request the immediate suspension from duty of any officers who:
 - (a) He has reasonable grounds to suspect of misappropriation of Council funds or other property;
 - (b) He believes present a threat of further misappropriation or hindering of any investigation.
- 4.5 Notwithstanding the duty of the Chief Finance Officer for the control and direction of Internal Audit, it shall be the duty of the Chief Internal Auditor to report direct to the Chief Executive Officer and to the Cabinet Member for ~~Corporate~~ Resources on any matter in which the Chief Finance Officer appears to be personally involved.
- 5. Contracts of building, construction or engineering work**
 - 5.1 Contracts for the execution of capital works shall only be entered into for those schemes which are included in the approved Capital Programme.

Part 5 Codes and Protocols

- 5.2 Each Chief Officer will maintain contract registers showing for each contract under ~~his~~ their control which has a value greater than £50,000:
- (a) ~~The the~~ contract sum;
 - (b) ~~The the~~ value of any extras or variations to the contract;
 - (c) ~~The the~~ amounts and dates of any instalments made;
 - (d) ~~The the~~ amount of any retentions held or bonds taken under any contract;
 - (e) ~~The the~~ balance outstanding to the Contractor.
- 5.3 Payments to contractors on account of contracts shall be made only on a certificate issued by the responsible officer.
- 5.4 When authorising any extra or variation to a contract the appropriate Chief Officer shall:
- (a) ~~Estimate estimate~~ the cost of the variation;
 - (b) ~~Issue issue~~ written instructions to the Contractor to carry out the work, except in cases of urgency where a Chief Officer may issue verbal instructions but shall confirm them in writing as soon as possible, but in any case within 7 days; ~~and~~
 - (c) ~~Ensure ensure~~ that such variation is in accordance with the Council's Contract Procedure Rules.
- 5.5 ~~The Chief Finance Officer may, at their discretion, decide to audit the final account of a contract, before certifying the final payment. final settlement of a contract shall not be certified by the appropriate Chief Officer until the final account has been presented to the Chief Finance Officer, who may then, at his discretion, decide to audit the final account before certification.~~
- 5.6 Claims from contractors in respect of matters not clearly within the terms of any existing contract shall be referred to the Solicitor to the Council for consideration of the ~~Authority's~~ Council's legal liability and, where necessary, to the Chief Finance Officer for financial consideration before a settlement is reached.
- 5.7 Each Chief Officer shall as soon as practical report to Cabinet the total of extras or variations to any contract which exceeds 10% of the original contract sum, or £100,000 whichever is the greater.
- 5.8 If the final account of any contract has not been agreed within eighteen months of the completion of works, then the Chief Officer controlling that contract shall report to the Cabinet on the outstanding items. Any report under this regulation shall include a comparison of the final or likely cost with the original contract sum together with reasons for any differences.

Part 5 Codes and Protocols

6. Orders for work, goods and services

6.1 Each Chief Officer has a duty to issue official orders for all works and services to be carried out, and all goods supplied, within their Directorate with the exception of:

- (a) ~~Public~~public utilities;
- (b) ~~Periodical~~periodical payments;
- (c) ~~p~~Petty cash purchases;
- (d) ~~Purchases~~purchases made using Purchasing Cards;
- (e) ~~Works~~works, goods and services subject to formal written contracts, or excepted from this requirement by the Chief Finance Officer.
- (f) Framework ~~and call-off~~ contracts.

Before issuing official orders, Officers authorising them must be satisfied that there is provision in the estimates and that the Contract Procedure Rules have been complied with.

6.2 Each official order shall be in a form prescribed and approved by the Chief Finance Officer and shall include:

- (a) ~~A~~a description of the works, goods and services ordered;
- (b) ~~The~~the name and address of the supplier;
- (c) ~~An~~an estimate of the cost;
- (d) ~~The~~the financial code to which the cost is to be charged;
- (e) ~~Name~~name of the authorising officer.

6.3 Verbal orders may only be placed in exceptional circumstances the details of which must be confirmed by e-mail or other appropriate means ~~fax~~ on the same day and confirmed by written official order within 3 working days.

6.4 Electronic orders will be treated in the same way as other official orders. Changes to on-line authorising officers shall be notified to the Chief Finance Officer immediately.

7. Leasing

7.1 The Chief Finance Officer shall be responsible for making ~~leasing~~ arrangements for the ~~acquisition~~use of ~~Buildings~~buildings, ~~Plant~~plant, ~~Vehicles~~vehicles and ~~Equipment~~equipment. No officer other than the Chief Finance Officer may enter

Part 5 Codes and Protocols

- into any type of leasing arrangements unless agreed in writing or delegated by the Chief Finance Officer.
- 7.2 Due to complex capital accounting requirements regarding expenditure in relation to leases, all leases, hire, rental, hire purchase agreements, deferred purchase agreements and other arrangements where the use of an asset is being acquired without the ownership of it must be referred to the Chief Finance Officer. No Chief Officer other than the Chief Finance Officer may enter into any type of leasing arrangements unless agreed in writing or delegated by the Chief Finance Officer.
- 7.3 Provision within revenue estimates to cover the annual costs of leasing should be made only following consultation with the Chief Finance Officer.

8. Grant Funding and Third Party Funding

- 8.1 It is essential that proper management of external funding or grants received, or funding awarded by the Council, is undertaken in order to safeguard the financial position of the Council and also to maximise the benefits to service delivery from the receipt of these additional funds.
- 8.2 The Council has a Grants Management Policy which all Chief Officers and their staff must adhere to in order to ensure ~~in~~ the proper management of grant funding and other internal and external funds. Failure to comply could result in funding being withheld by the funding body or recovered at a later date. Any failure to comply with the Grants Management Policy, which results in funding being reduced to the Council, may be reported to Governance and Audit Committee, and any shortfall in the funding borne by the responsible directorate.

Section B - Expenditure and Income

9. Payment of accounts

- 9.1 Excluding payments in the form of petty cash from imprest accounts, Apart from petty cash and other payments from imprest accounts, the normal preferred method of payment of money due from the Council shall be by automated transfers from the Council's bank accounts overseen by the Chief Finance Officer.
- 9.2 The Chief Finance Officer shall be the authorised signatory of any joint bank account opened in the name of the Council and any other party and will be responsible for the payment of any cheques into from that joint bank account.
- 9.3 Each Chief Officer is responsible for examining, verifying and authorising invoices and any other payment vouchers or accounts arising from sources ~~in his~~ their Directorate including the use of purchasing cards. Authorised officers can discharge this responsibility on behalf of the Chief Officer. Each Chief Officer will supply the names and specimen signatures for authorised officers together with authorisation limits to the Chief Finance Officer and will need to confirm the list on an annual basis.

Part 5 Codes and Protocols

- 9.4 The Chief Finance Officer, in consultation with a Cabinet Member, can give approval for payment in advance of goods or services in exceptional circumstances and on request from a Chief Officer.
- 9.5 Before authorising an account, the authorising officer shall be satisfied that:
- (a) ~~The the~~ work, goods or services to which the account relates have been received, carried out, examined and approved~~:-~~;
 - (b) ~~The the~~ invoice satisfies VAT regulations and that prices, extensions, calculations, trade discounts, other allowances and credits are correct~~:-~~;
 - (c) ~~The the~~ relevant expenditure has been properly incurred and is within the relevant estimate provision~~:-~~;
 - (d) ~~The the~~ financial code to which the expenditure is to be charged is correct and sufficient budget is available~~:-~~;
 - (e) ~~The the~~ account or invoice indicates the official order number relating to the goods or services provided, or if there is no such order the reason for the omission unless it relates to services not subject to orders such as care contracts~~:-~~;
 - (f) ~~Appropriate appropriate~~ entries have been made in inventories, stores records or stock books as required~~:-~~;
 - (g) ~~The the~~ account has not been previously passed for payment and is a proper liability of the Council~~:-~~;
 - (h) ~~In in~~ the case of accounts for the supply of public utility services and other periodic payments, relevant expenditure, and where appropriate, units of energy consumed, have been entered in records approved by the Chief Finance Officer.
- 9.6 Accounts authorised manually should be passed for payment to the Chief Finance Officer, unless alternative arrangements have been specifically agreed with the Chief Finance Officer. All payments should be processed within 30 days.
- 9.7 Where payments are electronically uploaded into the financial system via a feeder file, appropriate controls, including standardising of files and validity checks, are put in place to ensure their integrity. For any new feeder files, Internal Audit will be asked to review and give assurance on the process for authorisation before use~~age~~,
:-
- 9.8 For the Council to reclaim VAT on individual payments, the Council is required under VAT Regulations to obtain the supplier's VAT registration number and invoice to be addressed to Bridgend County Borough Council.
- 9.98 The Chief Finance Officer shall set down procedures for the retention of financial documentation. Such documentation must not be disposed of without the specific approval of the Chief Finance Officer. All invoices shall be retained for at least 6

Part 5 Codes and Protocols

years plus the current financial year. In the case of invoices relating to grant claims, these must be kept until after the grant claim has been audited even if this exceeds 6 years. It is the responsibility of the Chief Officer of the grant to ensure the correct retention period is maintained. The same retention periods apply to electronic copies of all original invoices.

9.109 Changes to on-line authorising officers shall be notified to the Chief Finance Officer immediately.

9.110 Each Chief Officer shall, no later than a date specified at the financial year end, notify the Chief Finance Officer of any outstanding expenditure relating to the previous financial year to be accrued in the Statement of Accounts.

10. Imprest accounts

10.1 Where appropriate, the Chief Finance Officer shall provide imprest accounts for such officers of the Council as may need them for the purpose of defraying petty cash and other expenses. Such accounts shall be maintained in accordance with the notes of guidance issued to imprest holders by the Chief Finance Officer.

10.2 Where appropriate, the Chief Finance Officer shall open an account with the Council's bankers for use by the imprest holder, who shall not deliberately cause the account to be overdrawn. ~~It shall be a standing instruction to the Council's bankers that the amount of any~~Any prolonged overdrawn balance on an imprest holder's banking account shall be reported to the Chief Finance Officer. Where an officer holds a cheque book in respect of any account he must ensure that it is securely stored and all cancelled cheques are crossed and retained with the counterfoils of the original cheque book.

10.3 Any officer responsible for an imprest account shall be personally responsible for making good any deficiencies in that account.

10.4 No income received on behalf of the Council may be paid into an imprest account but must be dealt with in accordance with paragraph 15.3.

10.5 Except as otherwise agreed between the Chief Finance Officer and the Chief Officer concerned, payments out of the accounts shall be limited to petty disbursements and shall not include sums due to any tradesman with whom the Council has an current account for the supply of goods and services, nor any account for goods exceeding in value a sum to be agreed from time to time by the Chief Finance Officer nor travelling expenses other than those of a casual nature.

10.6 An officer responsible for an imprest shall on a regular basis as specified by the Chief Finance Officer, or at any other time if so requested, provide a certified statement as to the state of the account.

10.7 Whenever an officer who is an imprest holder leaves the employment of the Council, or ceases to be entitled to hold an imprest advance, the officer shall account to the Chief Finance Officer for the amount advanced to him.

Part 5 Codes and Protocols

11. Purchasing Cards

- 11.1 Where appropriate, a ~~Purchasing purchasing Card card~~ will be issued to support the current Purchase to Pay invoice process and should not be considered as a replacement mechanism to bypass the formal requisition and approval process. Expenditure shall be made in accordance with the purchasing card guidelines.
- 11.2 Each card has an individual monthly expenditure limit, individual transaction limit and restricted category types for expenditure. The cardholder will be making financial commitments on behalf of the Council and will be responsible for obtaining value for money in accordance with Contract Procedure Rules ~~& and~~ Corporate Contracts.
- 11.3 Except, as otherwise agreed with the Chief Finance Officer, payments by purchasing card shall be limited to approved disbursements and shall not include sums due to any tradesman with whom the Council has an account. Where appropriate, invoices should be paid via the Financial System. Travelling expenses, such as train fares, can be pre-booked and paid with ~~use of the~~ purchasing card; ~~however,~~ the purchasing card cannot be used to reimburse travelling expenses nor subsistence expenses other than those of a casual nature.
- 11.4 The cardholder is responsible for updating the Barclaycard Spend Management system with costing, VAT and narrative details of the expenditure in a timely manner and in accordance with the purchasing card guidelines.
- 11.5 Whenever a member of staff who is a purchasing card holder leaves the employment of the ~~Council authority~~, or ceases to be entitled to hold a purchasing card, the member of staff must return the purchasing card immediately on cessation of entitlement to the Corporate Procurement Manager for cancellation. Any replacement member of staff who requires a purchasing card must apply for a new card via the Corporate Procurement Manager.
- 11.6 Any person holding a purchasing card shall be personally responsible to notify the Corporate Procurement Manager of any unauthorised / unrecognised spend made on the card. The cardholder shall be personally responsible for making good any unauthorised spend that they incur on the card.
- 11.7 Where appropriate, the Chief Finance Officer shall provide a purchasing card enabled for cash withdrawal to give services access to cash for the purpose of defraying petty expenditure. Such cards shall be maintained in accordance with the notes of guidance to card holders issued by the Corporate Procurement Manager. There is an administration charge for cash withdrawals. Detailed records of monies withdrawn, spending of this money, including VAT ~~split amount~~ and costing information, must be kept and be available for examination on request.
- 11.8 Except as otherwise agreed with the Chief Finance Officer, payments out of the cash withdrawn from the bank by purchasing card shall be limited to petty disbursements and shall not include sums due to any tradesman with whom the

Part 5 Codes and Protocols

authority has an account, nor travelling expenses, nor subsistence expenses other than those of a casual nature.

- 11.9 A person responsible for the cash balance held shall, if so requested, give to the Chief Finance Officer certification as to the state of the funds.
- 11.10 Whenever a member of staff who is a cash balance administrator leaves the employment of the authority, or ceases to be entitled to administer the cash balance, the member of staff shall repay to the Chief Finance Officer the unexpended cash balance of the withdrawn amount, or shall transfer monies, records and vouchers relating to the account to the new cash administrator. When a purchasing card holder leaves, the card in their name must be returned to the Corporate Procurement Manager for cancellation and a new card applied for via the Corporate Procurement Manager unless the new cash administrator is not to be allocated a purchasing card.
- 11.11 Any person holding a cash balance obtained by a purchasing card cash withdrawal shall be personally responsible for making good any deficiencies in that account.

12. Construction Industry Scheme (CIS) – Tax Deduction

12.1 For certain types of construction work, the Council is obliged by HMRC's Construction Industry Scheme Regulations to deduct tax at source from sub-contractor payments, at the appropriate rate, from the invoiced amount. Those CIS sub-contractors paid under deduction must have the labour/material split shown on the invoice and entered into the Financial System. Further guidance can be obtained from the Purchase Ledger Team in Finance.

12.13. Salaries, wages and Members' allowances

12.13.1 The payment of all salaries, wages, allowances, expenses or other emoluments to all employees or members shall be made by, or under arrangements approved and controlled by, the Chief Finance Officer.

12.13.2 Each Chief Officer shall notify the Chief Finance Officer as soon as possible and in the prescribed form, of all matters affecting the payment of such emoluments and in particular:

- (a) Appointments~~appointments~~, resignations, dismissals, suspensions, secondments, and transfers;
- (b) Absences~~absences~~ from duty for sickness or other reason, apart from approved leave with pay;
- (c) Changes~~changes~~ in remuneration, other than normal increments and pay awards;
- (d) Information~~information~~ necessary to maintain records of service for superannuation, income tax, national insurance etc.;
- (e) Any~~any~~ failure to comply with Council or statutory regulations.

Part 5 Codes and Protocols

4213.3 Appointments of all employees shall be made in accordance with the regulations of the Council and the approved establishment, gradings and rates of pay.

4213.4 All-time records and other pay documents shall be in a form prescribed or approved by the Chief Finance Officer and shall be certified by or on behalf of the Chief Officer. The names of the officers authorised to certify such records shall be sent to the Chief Finance Officer by each Chief Officer together with specimen signatures and shall be amended on the occasion of any change. Changes to on-line authorising officers shall be notified to the Chief Finance Officer immediately.

4213.5 No payments to staff may be made other than through the normal payroll system without the specific approval of the Chief Finance Officer. In particular, casual staff must be recorded on the payroll.

123.6 Where an Officer is hiring or engaging a staff member who is not on the Council payroll there is a legal requirement to determine whether it is the responsibility of the Council to deduct tax and national insurance at source, in accordance with the requirements of the Social Security Contributions (Intermediaries) Regulations 2000, as amended (IR35).

4314. Officers fees, travelling and subsistence allowances

4314.1 All claims for payment of fees, car allowances, subsistence allowances and travelling expenses shall be submitted, duly certified, in a format approved by the Chief Finance Officer, to the appropriate Chief Officer in accordance with the timetable set down by the Chief Finance Officer. A record of all officers authorised to approve such records shall be sent to the Chief Finance Officer together with specimen signatures and shall be amended on the occasion of any change. This applies to both manual and electronic expenses systems.

4314.2 The certification by, or on behalf of, the Chief Officer shall be taken to mean that the certifying officer is satisfied that the journeys were authorised, the expenses properly and necessarily incurred, the vehicle used had appropriate insurance cover, the necessary receipts of expenditure retained and that the fees and allowances are properly payable by the Council.

4314.3 Claims submitted more than three months after the expenses were incurred must be accompanied by a letter of explanation for the delay and shall be paid only with the express approval of the Chief Finance Officer who shall refer the matter to Cabinet if necessary.

4314.4 All claims for payment of incidental expenses such as removal, lodging and disturbance allowances and training course fees etc. shall be made on the appropriate form and shall be in accordance with the appropriate scheme approved by the Council.

4415. Banking arrangements and cheques

Part 5 Codes and Protocols

~~4415~~.1 All arrangements with the Council's bankers shall be made by or under arrangements approved by the Chief Finance Officer, who shall be authorised to operate such bank accounts as considered necessary.

~~4415~~.2 All cheques shall be ordered only on the authority of the Chief Finance Officer who shall make proper arrangements for their safe custody, including cheque books issued automatically by the bank.

~~4415~~.3 Any such bank account opened in respect of monies held on behalf of the Council shall be arranged in consultation with or under the direction of the Chief Finance Officer. The Chief Finance Officer shall maintain a list of authorised signatories, along with specimen signatures, for all such accounts. Any change in signatory shall be reported to the Chief Finance Officer immediately.

~~4415~~.4 No Standing Orders or Direct Debits from the Council's bank accounts shall be set up unless arranged in consultation with or under the direction of the Chief Finance Officer. The Chief Finance Officer shall maintain a list of all officers authorised to set up Direct Debits and Standing Orders.

~~4415~~.5 The Chief Finance Officer shall be authorised to:

- (a) ~~Nominate~~nominate officers empowered to authorise payment out of these bank accounts;
- (b) ~~Negotiate~~negotiate charges with the Council's bankers.

~~4415~~.6 The Chief Finance Officer will be responsible for ensuring that there are adequate controls in place to ensure that all payment methods, whether physical or electronic, have appropriate authorisations, approvals and signatures as necessary.

~~4415~~.7 The Chief Finance Officer shall ensure that appropriate arrangements are in place to facilitate the monthly reconciliation of the Council's Bank Accounts.

~~4516~~. Income

~~4516~~.1 Each Chief Officer will be responsible for the prompt and accurate billing, collection and banking of all income due to the Council in connection with the Directorate's activities, except where in the interests of efficiency or security it is agreed with the Chief Finance Officer that all or part of the duties should be discharged by some other Chief Officer.

~~4516~~.2 Except as agreed between the Chief Finance Officer and the Chief Officer concerned, all receipt ~~forms~~, books, ~~tickets~~ and other such items shall be ordered and supplied to Directorates by the Chief Finance Officer, who shall be satisfied as to the arrangements for their control.

~~4516~~.3 In carrying out this function, each Chief Officer shall ensure that any officer of the staff engaged in the collection of money:

Part 5 Codes and Protocols

- (a) ~~Maintains~~maintains a record of receipts and bankings in a form approved by the Chief Finance Officer;
- (b) ~~Pays~~pays without delay any money collected either:
 - i) ~~To~~to the approved officer;
 - ii) ~~To~~to a security firm employed by the Chief Finance Officer for this purpose; or
 - iii) ~~t~~To one of the Council's main bank accounts or via outlets of the nominated collector(s) as agreed by the Council.
- (c) ~~Makes~~makes no deduction from monies collected, except with the specific and exceptional approval of the Chief Finance Officer;
- (d) ensures income is correctly coded onto the financial system nominated by the Chief Finance Officer and satisfies VAT regulations;
- ~~(ed)~~ ~~Makes~~makes good any shortfalls in cash collected and ~~pays in~~identifies any surpluses;
- ~~(ef)~~ ~~In~~in the case of cheques received, enters on any paying-in slips details ~~of~~with the cheque or provides supporting evidence and a reference to the related debt.

4516.4 Personal cheques shall not be cashed out of the money held on behalf of the Council.

4516.5 Outstanding debts which are found to be irrecoverable may be written off by the Chief Finance Officer, except where it is considered that there are matters of principle or policy which should be referred to the Cabinet.

4516.6 Any officer holding a cash float shall be personally responsible for making good any deficiencies in that account.

4516.7 Where an officer takes cash for works, goods or services that is either:-

- i. in excess of the level stipulated within the Council's Anti-Money Laundering Policy; or
- ii. ~~or~~ where there is anything suspicious regarding, but not limited to, multiple use of high denomination notes, multiple and frequent disaggregation of payment of a higher value outstanding debt;

then the officer must report it immediately to the Money Laundering Reporting Officer (MLRO) in accordance with the Policy.

4617. Fees and Charges

4617.1 The Council has an Fees and ~~Income Generation and~~ Charging Policy to support the Medium Term Financial Strategy. It is intended to provide a consistent and co-

Part 5 Codes and Protocols

ordinated approach to charging across the Council, setting out the key principles for charging and for reviewing charges and must be adhered to by all Chief Officers and their staff.

~~46~~17.2 When setting charges, there is recognition that where possible, the full cost of the service should be recovered. However, there is also a recognition that in some instances, there will be a conscious decision not to fully charge or a statutory charge or limit set, and the remaining cost will be met by the Council Tax payer.

~~46~~17.3 In line with the Medium Term Financial Strategy, a review of fees and charges should be undertaken at least annually and any new or increased charges must receive approval from Cabinet or delegated authority under the Scheme of Delegation, Scheme A paragraph 1.6. Where a proposal is made not to increase charges in a financial year, approval must be sought from the appropriate Chief Officer and Chief Finance Officer.

18. Value Added Tax

~~18.1~~ The Chief Finance Officer shall establish appropriate systems of control for the proper accounting of Value Added Tax (VAT) inputs and outputs. The Chief Finance Officer will produce and distribute a VAT guidance document to all Directorates and schools etc, to enable officers to comply with HMRC VAT regulations.

Section C - Security and Assets

~~47~~19. Security

~~47~~19.1 The Chief Finance Officer shall have overall responsibility to the Council for security of Council property.

~~47~~19.2 Each Chief Officer shall be responsible for maintaining proper security at all times for all buildings, stocks, stores, furniture, equipment, cash, title deeds, securities, etc. under ~~his/her~~their custody.

~~47~~19.3 Maximum limits for cash holdings shall be agreed with the Chief Finance Officer.

~~47~~19.4 Every transfer of official money from one member of staff to another will be evidenced in the records of the Directorate concerned by the signature of the receiving officer.

~~47~~19.5 ~~——~~Keys to safes and similar receptacles for the safeguarding of money or other valuables are to be carried on the person of those responsible; the loss of any such keys must be reported to the Chief Finance Officer.

~~48~~20. Data Protection

Part 5 Codes and Protocols

- ~~4820.1~~ The Council's Data Protection Officer shall be responsible for undertaking the tasks set out in Section 71 of the Data Protection Act 2018 and Article 39 of the [UK GDPR](#). ~~General Data Protection Regulation 2017~~.
- ~~4820.2~~ Each officer shall be responsible for maintaining proper security, privacy and compliance with the ~~General Data Protection Regulation 2016 and the~~ Data Protection Act 2018 ~~and UK GDPR~~ in respect of information held.
- ~~4820.3~~ Each Chief Officer shall have a duty to notify the [Data Protection Officer](#) ~~Solicitor to the Council~~ of any computer system in their Directorate which holds personal data ~~or automatically processible personal data and therefore needs to be registered under the Data Protection Act 2018~~.
- ~~4820.4~~ Each Chief Officer shall have a duty to ensure the safekeeping and prevention of improper use of any information held in the Directorate, regardless of the media on which it is held.
- ~~4820.5~~ The Chief Finance Officer, or an authorised representative of the Chief Finance Officer, shall have access to all computer systems and records and may require and receive such explanations as are necessary, for the purposes of the Data Protection Act 2018 ~~and UK GDPR~~.
- ~~4820.6~~ The security of financial systems, e.g. use of passwords, shall be maintained by adhering to instructions issued by the Chief Finance Officer and in line with the ICT Code of Conduct.

~~4921~~. Stocks and stores

- ~~4921.1~~ Each Chief Officer shall be responsible for the custody of the stocks and stores in the Directorate and shall have a duty to:
- (a) ~~Ensure-ensure~~ that stocks are adequate but not excessive for the purpose envisaged;
 - (b) ~~Maintain-maintain~~ accurate and up to date records of such stocks and stores and ensure that a stock-take is undertaken at year end and the certificate is submitted to Finance;
 - (c) ~~Provide-provide~~ the Chief Finance Officer with such information as he requires in relation to stores for accounting, costing and financial records.
- ~~4921.2~~ A Chief Officer shall arrange for periodical test examinations of stocks by persons other than storekeepers and shall ensure that all stocks are checked at least once in every year. Any surpluses or deficiencies revealed by such periodical test examinations shall be reported to the Chief Finance Officer and, after consultation with the Chief Officer, the Chief Finance Officer will decide what action to take.
- ~~4921.3~~ Losses due to theft of stocks shall be reported to the Chief Finance Officer as soon as possible and, where found to be irrecoverable, shall be written off.

Part 5 Codes and Protocols

~~4921~~.4 In all other instances write offs need the consent of the Chief Finance Officer following the submission of a report by the Chief Officer outlining the reasons for write off.

220. Investments, borrowings and trust funds

220.1 The Council has adopted the Chartered Institute of Public Finance and Accountancy (CIPFA)'s Code of Practice on Treasury Management in the Public Services.

220.2 The Chief Finance Officer will be responsible for preparing and presenting an annual Treasury Management Strategy to the Governance and Audit Committee prior to submission to Council for approval ~~prior in advance to~~ the start of each financial year. The Strategy must include a Borrowing Strategy, ~~a~~ Investment Strategy and set the Council's Treasury Management Indicators for the forthcoming financial year.

220.3 All investments and borrowing transactions shall be undertaken in accordance with the Treasury Management Strategy ~~with~~ due regard to the requirements of ~~the~~ CIPFA's Code of Practice on Treasury Management in the Public Services.

220.4 All investments of money under its control shall be made in the name of the Council. Any borrowing activity must have regard to CIPFA's Prudential Code for Capital Finance in Local Authorities and the Code of Practice on Treasury Management in the Public Services.

220.5 The Chief Finance Officer shall report quarterly to the Cabinet, summarising borrowing and investment activity and indicating compliance with any statutory or Council approved guidelines together with a half yearly and an annual report to Council.

220.6 The Chief Finance Officer, or an agent nominated by the Chief Finance Officer, will be the Council's Registrar of loan instruments and shall maintain records of all borrowing of money by the Council.

220.7 The Chief Finance Officer will have a duty to ensure a proper, efficient and effective mix of borrowing and investments.

220.8 The Governance and Audit Committee is responsible for ensuring effective scrutiny of the Treasury Management policies and practices. The Committee will review the Annual Report on Treasury Management as well as the Treasury Management Strategy. The Committee will make any recommendations for improvements on treasury management to the Chief Finance Officer and raise any concerns that the Council is exceeding its legal powers with the Monitoring Officer.

234. Inventories

234.1 Each Chief Officer shall be responsible for the plant, vehicles, machinery, equipment, tools, furniture and other ~~non~~ non-consumable property in the Directorate and shall have a duty to:

Part 5 Codes and Protocols

- (a) ~~Maintain~~maintain an up to date inventory of such goods;
- (b) ~~Carry~~carry out an annual physical check on goods listed in the inventory;
- (c) ~~As~~as far as is practicable see that such goods are marked as Council property;
- (d) ~~Ensure~~ensure that such goods are not removed or used except in accordance with the ordinary course of the Council's business.

234.2 Every transfer of items contained in the inventory from one establishment to another shall be evidenced in the records of the establishment concerned by the signature of the receiving officer.

242. Insurances

242.1 The Chief Finance Officer shall have a duty to:-

- (a) ~~-affect~~ adequate insurance cover in accordance with the Council's Insurance Strategy contained in the Risk Management Policy. He will ~~arrange insure insurance for~~ losses which would have a significant impact on budgets and the provision of services, where it must be bought by law and where the insurance provides additional benefits which enable an activity to take place~~;~~;
- (b) promptly claim any insurance loss the Council has suffered~~;~~ and liaise with the Council's Insurers to settle any claim brought by another party, if it is assessed that the Council has a legal liability to do so~~;~~;
- (c) ensure that sums insured and limits of indemnity are regularly reviewed~~;~~;
- (d) maintain comprehensive records of insurance including policy documents and understand what coverage they provide~~;~~;
- (e) employ the services of a professional insurance broking company who can provide expert advice~~;~~;
- (f) only transfer risks to Insurance Companies which are financially strong~~;~~;
- (g) comply with the "duty of fair presentation" contained in the Insurance Act 2015. The Council must disclose to its Insurers all information, facts and circumstances which are, or ought to be, known to it, which ~~is~~are material to the risk. A material circumstance is one which would influence the judgement of a prudent Underwriter in considering whether to provide insurance and, if so, on what basis and cost.

242.2 A Chief Officer will have a duty to:

Part 5 Codes and Protocols

- (a) ~~Promptly~~ promptly notify the Chief Finance Officer of any new risks, insurable assets or liabilities which are required to be insured under the Insurance Strategy.;
- (b) ~~Promptly~~ promptly notify the Chief Finance Officer in writing of any loss, liability, damage or any event likely to lead to a claim and where appropriate inform the Police;
- (c) ~~Promptly~~ promptly provide any information required by the Chief Finance Officer or the Council's Insurers to progress a claim-;
- (d) ~~Assist~~ assist the Chief Finance Officer to comply with the "duty of fair presentation contained in the Insurance Act 2015 by disclosing all relevant information.

242.3 The Chief Finance Officer shall ~~maintain an ongoing~~ review of all insurances at least annually, in consultation with other Chief Officers as appropriate.

242.4 No indemnity shall be given in the name of the Council without the prior approval of the Chief Finance Officer.

253. Prevention of Theft, Fraud and Corruption

253.1 The Chief Finance Officer is responsible for advising on effective systems of internal control to prevent fraud and corruption.

253.2 The Chief Finance Officer is responsible for developing, maintaining and implementing an Anti-Fraud and Bribery Policy. If a Chief Officer suspects any irregularities concerning cash, stores or other property of the Council or held on trust by the Council, they will notify the Chief Finance Officer who will take such steps as considered necessary by way of investigation and report.

253.3 The Chief Finance Officer is responsible for developing, maintaining and implementing an Anti-Money Laundering Policy. The key message of this Policy is to make staff aware of their responsibilities and if they suspect that money laundering activity may be taking place or proposed, they must disclose those suspicions to the Council's Money Laundering Reporting Officer who is the Chief Finance Officer.

253.4 The Council employs a Corporate Senior Fraud Officer/Investigator, so should any fraud or irregularity be identified, whilst it would still be reported to the 'Chief Finance Officer' initially, certain matters may be referred to the Corporate Senior Fraud Officer/Investigator for investigation where appropriate.

253.45 The Chief Finance Officer is also responsible for developing, maintaining and implementing the Anti-Tax Evasion Policy. The policy addresses the prevention of tax evasion and will provide a coherent and consistent approach for all employees and any person who performs services for and on behalf of Bridgend County Borough Council.

Part 5 Codes and Protocols

~~253.56~~ All Chief Officers are responsible for ensuring compliance with the Anti-Fraud and Bribery Policy, Anti-Money Laundering Policy and the Anti-Tax Evasion Policy and with systems of internal control.

264. Estates

264.1 The Chief Executive Officer shall maintain a register and appropriate records detailing ~~of~~ all properties owned by the Council ~~recording details~~ including:

- (a) ~~Purpose-purpose~~ for which held;
- (b) ~~Locationlocation~~, extent, and plan reference;
- (c) ~~Particulars-particulars~~ of nature of interest held;
- (d) ~~Purchase-purchase~~ details;
- (e) ~~Rents-rents~~ payable;
- (f) ~~Particulars-particulars~~ of tenancies granted.

264.2 The Chief Finance Officer will maintain an asset register of all Council assets.

264.3 Where land and/or buildings are found to be surplus to requirements the responsible Chief Officer shall, as soon as possible, submit a report to the appropriate Cabinet Member for appropriate action in accordance with the Schemes of Delegation.

27. Asset Disposal

27.1 Directors are responsible for ensuring that all property assets which are surplus to requirements are referred to the Corporate Landlord section, who will determine the appropriate action to be taken in conjunction with Directorates. In accordance with the Council's disposal strategy the following shall be considered:

- restrictions relating to the ownership of the asset;
- opportunities for using the asset elsewhere in the Council;
- market opportunities;
- appropriate use of tendering procedures for disposal;
- fairness in the disposal process;
- asset security;
- the costs of disposal in relation to the expected income.

27.2 All assets, including assets declared surplus where disposal is proposed must be notified to the Chief Finance Officer for approval and appropriate action in accordance with the Council's disposal strategy and Schemes of Delegation.

27.3 All assets, whether land, property, buildings, vehicles, plant or equipment, must be notified to the Capital Accountant to ensure their disposal is accurately recorded

Part 5 Codes and Protocols

[on the Council's Asset Register in a timely manner, and as soon after disposal as possible.](#)

285. Protection of private property

- 285.1 The Chief Officer shall in any known case where steps are necessary to prevent or mitigate loss of or damage to moveable property, prepare in a form agreed with the Chief Finance Officer, an itemised inventory in each case prepared in the presence of two officers.
- 285.2 All valuables such as jewellery, watches and other small articles of a similar nature and documents of title deposited with the Council for safe custody shall be recorded in a form agreed by the Chief Finance Officer.
- 285.3 All monies deposited with the Council for safekeeping shall be dealt with in accordance with guidelines agreed by the Chief Officer and the Chief Finance Officer.
- 285.4 Where a Chief Officer is required as part of ~~his~~ [their](#) duties to hold in trust any property, valuables or cash belonging to a third party he should do so in accordance with guidelines agreed with the Chief Finance Officer.

296. Risk Management

- 296.1 The Chief Finance Officer is responsible for preparing the Council's Risk Management Strategy and its promotion throughout the Council and for advising of strategic, financial and operational risks.
- 296.2 Chief Officers shall be responsible for the identification, classification and control of all risks falling within their areas of responsibility. The risks identified shall be [incorporated into a Departmental Risk Register, and any risks that exceed the Council's risk threshold shall be](#) notified to the Chief Finance Officer for incorporation into the Risk Register, which shall be subject to periodic review at no more than annual intervals.
- 296.3 Chief Officers shall take responsibility for risk management within their areas of responsibility, having regard to advice from the Chief Finance Officer and other specialist Officers (e.g. crime prevention, fire prevention, health and safety), and shall undertake regular reviews of risk within their own Directorates.

Part 5 Codes and Protocols

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CHIEF OFFICER LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY

REAL LIVING WAGE

1. Purpose of report

- 1.1 The purpose of this report is to update Cabinet on the progress taken on the implementation of the Real Living Wage (RLW) and seek Cabinet approval to apply to become a Real Living Wage accredited employer.

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

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

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

3. Background

- 3.1 By law all employers have to pay the national living wage to all employees aged 23 and over, and national minimum wage to employees under 23. The current national living wage rate is £8.91 per hour (April 2021).
- 3.2 The Real Living Wage Foundation campaign for employees to be paid a rate which is based on what is needed to live. This rate is calculated independently taking into account wider factors than those used to set the national living wage.

- 3.3 The RLW foundation announces the annual rate rise in November of each year. Since November 2020 the rate has been £9.50 per hour. Accredited organisations should implement the rise as soon as is possible and within a six-month period.

4. Current situation/proposal

- 4.1 Whilst not an accredited organisation BCBC have committed to paying the RLW to its own employees for the last two years. This has been achieved with the agreement of the trade unions, by uplifting grades 1 and 2 in anticipation of a national pay award.
- 4.2 Since April 2021 employees on grades 1 and 2 have been paid £9.50 per hour. Without this uplift they would have remained on their substantive rates of £9.25 per hour (grade 1) and £9.43 per hour (grade 2), pending the pay award.
- 4.3 In November 2021 the Real Living Wage Foundation will announce the rate for 2022/23. If we become accredited, we will implement this from April 2022. To achieve this we will adopt the same approach and, if necessary, uplift the relevant grades pending the national pay award.
- 4.4 In Wales, Cynnal Cymru works in partnership with the Real Living Wage Foundation to support employers with accreditation and work towards achieving the Real Living Wage for all workers in Wales.
- 4.5 Officers have met with Cynnal Cymru and established a pathway to accreditation. The initial phase is to ensure our own employees are paid the RLW. Given the commitment over the last two years this position can be formalised and agreed moving forward.
- 4.6 The more difficult aspect of accreditation relates to the requirements for commissioned and procured services. Cynnal Cymru confirmed that there is no expectation for these services to pay the RLW before BCBC applies for accreditation.
- 4.7 An action plan will be developed with support from Cynnal Cymru to set out the steps we will take to encourage contractors and suppliers to pay the RLW. As we cannot make it a mandatory requirement of the tender we will incorporate fair work provisions into our tender specification, and will encourage contractors and suppliers to adopt fair working practices. This is also in accordance with our commitments under the Ethical Employment in Supply Chains Code of Practice.
- 4.8 As part of our Corporate Procurement Strategy we are committed to increasing community benefits delivered by suppliers; this includes making the 'community benefit offer' of the successful tenders a contractual commitment and contract managing delivery, raising awareness of community benefits internally to address any organisational culture barriers, reviewing community benefit implementation and adapting the approach as required and encouraging tenderers to provide employment, training and work placement opportunities.
- 4.9 Whilst we could encourage current suppliers to become RLW employers this is not a condition we could mandate part way through a contract. Cynnal Cymru do not expect organisations to vary contractual terms and conditions and it is not a

requirement of accreditation. RLW in our procured and commissioned services will be addressed via social value conditions when contracts are being renewed or when new services are procured or commissioned. This is also in accordance with our procurement approach as set out in the Corporate Procurement Strategy.

- 4.10 If Cabinet are in agreement with applying for accreditation officers will continue working with Cynnal Cymru on the application process. An application and action plan will be submitted. Officers will work with Cynnal Cymru to resolve any queries. Following accreditation BCBC can use the accredited logo and will be registered on the RLW website. Accreditation is subject to annual monitoring whereby updates on progress towards the milestones set out in the Action Plan is reported. Cabinet will also receive annual updates.

5. Effect upon policy framework and procedure rules

- 5.1 There is no adverse impact of the policy framework or procedure rules.

6. Equality Act 2010 implications

- 6.1 An initial EIA screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh language. It is therefore not necessary to carry out a full EIA on this policy or proposal.

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

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

8. Financial implications

- 8.1 The cost to date of implementing the RLW for BCBC staff has not been significant (circa £100k in 2021-22) as the NJC pay award has mostly kept pace with the increases. However, projections for the RLW increase are currently higher than the projected pay award going forward, so this could increase the cost.
- 8.2 In addition, by implementing the RLW at the bottom of the pay scale there will inevitably be a knock-on effect to the lower pay grades on the current pay scales to ensure there are salary differentials between the various grades, and, given the number of staff who are paid on the lower grades, any such changes could again create a significant budget pressure, potentially millions of pounds, which is not currently factored into the Medium Term Financial Strategy.
- 8.3 The Council outsources a number of its services, and therefore does not pay these staff directly, so given the number of externally commissioned services that the Council has in place, implementing it across the board will have significant financial implications and create a large recurrent budget pressure, which is currently unknown.

9. Recommendations

9.1 Cabinet is recommended to:

- i) note the content of the report;
- ii) delegate authority to the Chief Officer Legal, Regulatory, HR and Corporate Policy to make an application for RLW accreditation.

Kelly Watson

Chief Officer Legal, Regulatory, HR and Corporate Policy

November 2021

Contact officer: Kelly Watson

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Email: Kelly.watson@bridgend.gov.uk

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Angel Street
Bridgend

Background documents:

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE MONITORING OFFICER

REPRESENTATION ON OUTSIDE BODIES AND JOINT COMMITTEES

1. Purpose of report

- 1.1 The purpose of this report is to seek Cabinet's approval for the appointment of a replacement Member to sit on the Cwm Taff Morgannwg Community Health Council.

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

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

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

- 2.2 The Authority's continuing partnership, working with a wide range of organisations within the County Borough, contributes to the achievement of the corporate well-being objectives.

3. Background

- 3.1 A vacancy has arisen for one Member representative to sit on the Cwm Taff Morgannwg Community Health Council.

4. Current situation/proposal

- 4.1 It is proposed that Members be appointed for a term of one year except where earlier revocation of appointment is appropriate.

- 4.2 It is proposed that where Cabinet nominates on the basis of a Member's role within the Authority the appointment be attached to the role and not to the individual Member, e.g. Scrutiny Chair, Cabinet Member.
- 4.3 All appointments are made with the assumption that appointees represent Bridgend County Borough Council. Should any appointee cease to be a Bridgend County Borough Councillor, they will cease to represent this Authority and are expected to relinquish their appointments as necessary.
- 4.4 Bridgend County Borough Council is entitled to nominate three Elected Members to sit on the Cwm Taff Morgannwg Community Health Council. One vacancy has arisen on this outside body and it is proposed that Councillor Matthew Voisey will fill this vacancy. Councillor Amanda Williams and Councillor Gareth Howells will remain as our other two representatives.

5. Effect upon policy framework and procedure rules

- 5.1 There will be no effect on the policy framework and procedure rules.

6. Equalities Act 2010 implications

- 6.1 An initial Equality Impact Assessment (EIA) screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh language. It is therefore not necessary to carry out a full EIA on this policy or proposal.

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

- 7.1 The following is a summary of the implications to show how the 5 ways of working have been used to formulate the recommendation:

- Long-term - The approval of this report will assist in the long term planning of the business of the Council by the continuation of effective relationships with other organisations.
- Prevention - Continued and relevant representation supports the Council by enhancing its current and future relationships.
- Integration - The report supports all the well-being objectives.
- Collaboration - This report supports partnership working with other organisations both locally and regionally.
- Involvement - This report will maintain a relationship with other organisations through effective partnership working.

8. Financial implications

- 8.1 There are no financial implications associated with these appointments.

9. Recommendation

- 9.1 Cabinet is recommended to: -

Appoint Councillor Matthew Voisey as one of our three representatives on the Cwm Taff Morgannwg Community Health Council.

K Watson

**CHIEF OFFICER - LEGAL AND REGULATORY SERVICES, HUMAN RESOURCES
AND CORPORATE POLICY**

9 NOVEMBER 2021

Contact Officer: Ruth Ronan
Senior Democratic Services Officer

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Chief Executives Directorate
Level 4
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Background documents

None.

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CHIEF OFFICER - LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY

INFORMATION REPORT FOR NOTING

1. Purpose of report

- 1.1 The purpose of this report is to inform Cabinet of the Information Report for noting which has been published since its last scheduled meeting.

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

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

- **Smarter use of resources** – ensuring that all its resources (financial, physical, 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.

3. Background

- 3.1 At a previous meeting of Cabinet, it was resolved to approve a revised procedure for the presentation to Cabinet of Information Reports for noting.

4. Current situation/proposal

4.1 Information Report

The following information report has been published since the last meeting of Cabinet:-

Title

Date Published

Ombudsman Annual Letter 2020 – 2021

10 November 2021

4.2 Availability of Documents

This document has been circulated to Elected Members electronically via email and placed on the Bridgend County Borough Council website. It is also available from the date of publication.

5. Effect upon policy framework and procedure rules

- 5.1 This procedure has been adopted within the procedure rules of the Constitution.

6. Equality Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of 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 well-being goals/objectives as a result of this report.

8. Financial implications

- 8.1 There are no financial implications regarding this report.

9. Recommendation

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

K Watson
Chief Officer, Legal and Regulatory Services, HR and Corporate Policy
November 2021

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Interim Democratic Services Manager
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CF31 4WB

Background documents: None

BRIDGEND COUNTY BOROUGH COUNCIL

INFORMATION REPORT TO CABINET

16 NOVEMBER 2021

REPORT OF THE CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HUMAN RESOURCES AND CORPORATE POLICY

OMBUDSMAN ANNUAL LETTER 2020 - 2021

1. Purpose of report

- 1.1 The purpose of this report is to present the Ombudsman's Annual Letter for 2020-2021 to Cabinet.

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

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

3. Background

- 3.1 The Public Service Ombudsman for Wales (PSOW) is independent of all government bodies and has legal powers to investigate complaints about public services and independent care providers in Wales. They also investigate complaints that Members of local government bodies have breached their authority's Code of Conduct.
- 3.2 The PSOW reports annually on the number of complaints against public bodies received by its office.
- 3.3 The Complaints Officer is the Contact Officer for the PSOW and the Monitoring Officer is responsible for liaising with the PSOW regarding Member Code of Conduct complaints.

4. Current situation/proposal

- 4.1 **Appendix A** provides the Ombudsman's Annual Letter for 2020-2021.
- 4.2 The number of complaints against the Authority for the period 2020–2021 was 31 compared with 34 in 2019-2020. The figure for 2020-21 represents 0.21 complaints received per 1000 residents. None of the complaints against the Authority proceeded to investigation. The PSOW intervened in 2 of these cases. Children's Social Services attracted the largest number of complaints at 7. By its nature Children's Social Services attracts a higher number of complaints than other service

areas, and a number of the complaints relate to the decisions made by Children's Social Services under safeguarding legislation.

- 4.3 6 Code of Conduct complaints against the Authority's Councillors were received by the Ombudsman's Office in this period 2 of which were discontinued and in 4 cases no evidence of a breach of the Code of Conduct was found. 24 Code of Conduct complaints were received against Town and Community Councils in Bridgend County 1 of which was referred to the Standards Committee, 4 of which were discontinued, 1 of which was withdrawn and in 18 cases no evidence of a breach of the code was found.

5. Effect upon policy framework and procedure rules

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

6. Equality Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh language have been considered in the preparation of this report. As a public body in Wales, the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

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

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

8. Financial implications

- 8.1 The PSOW has the legal power to require authorities to make payments to complainants where they have suffered financial loss or in compensation for distress and inconvenience.

9. Recommendation

- 9.1 Cabinet is recommended to note the Annual Letter attached as **Appendix A**.

Kelly Watson

Chief Officer, Legal and Regulatory Services, Human Resources and Corporate Policy

15 October 2021

Contact officer: Charlotte Branford
Information and Data Protection Officer

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Background documents: None

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Ask for: Communications

 01656 641150

Date: September 2021

 communications@ombudsman.wales

Cllr. Huw David
Bridgend County Borough Council

By Email only: cllr.huw.david@bridgend.gov.uk**Annual Letter 2020/21**

Dear Councillor David

This letter discusses information from a year unlike any other in recent memory, and as such may not be useful for establishing trends or patterns. Information received during this remarkable year will, however, bring insights on how public services reacted in the face of unprecedented demand and the most difficult of circumstances.

During the past financial year, we have intervened in (upheld, settled or resolved at an early stage) the same proportion of complaints about public bodies, 20%, compared with 2019/20.

Regarding new complaints received relating to Local Authorities, the overall number decreased by 12.5% compared with last year. This reflects the reduction in complaints being reported by Local Authorities during the Covid-19 pandemic. My office intervened in a similar proportion of the cases closed as in the previous year (13%).

However, we referred a higher proportion of Code of Conduct complaints to a Standards Committee or the Adjudication Panel for Wales: 3.4% compared to 2% in the previous year. This higher referral rate was also accompanied by a sharp increase in the number of Code of Conduct complaints received.

During 2020/21, despite challenges caused by the pandemic, my office made great strides in progressing work related to Complaints Standards and Own Initiative Investigations. The theme and consultation period of the first wider Own Initiative Investigation – into Local Authority Homelessness Assessments - was launched in September 2020 and the report is due in the coming months. We

also commenced 4 extended Own Initiative Investigations, where we extended the scope of our work on a complaint already under investigation.

Last year, my office also pushed ahead with two new publications – ‘Our Findings’ and our first Equality Report.

‘Our Findings’ will be accessed via the PSOW website and replaces the quarterly casebooks. Our Findings will be updated more frequently and will be a more useful tool in sharing the outcomes of investigations. Our first Equality Report highlights the work done to improve equality and diversity, and to ensure that our service is available to people from all parts of society.

Local Authorities in Wales continued to submit data about the complaints they handled to the Complaints Standards Authority (CSA) during 2020/21, as well as receiving a model complaints procedure and accessing 76 virtual training sessions.

The data submitted for 2020/2021 shows:

- Nearly 12,000 complaints were recorded by Local Authorities
- This equates to 3.77 for every 1000 residents.
- Nearly half (44%) of those complaints were upheld.
- About 75% were investigated within 20 working days.
- About 9% of all complaints closed were referred to PSOW.

The CSA will publish data to the PSOW website for the first time in the coming year, marking a key achievement in the progress of this work. Training sessions have been delivered to almost all Local Authorities in Wales, and our offer of training remains open ended and will be delivered free of charge.

A summary of the complaints of maladministration/service failure received relating to your Council is attached.

Also attached is a summary of the Code of Conduct complaints relating to members of the Council and to the Town & Community Councils in your area.

I ask that the Council takes the following actions:

- Present my Annual Letter to the Cabinet to assist members in their scrutiny of the Council’s complaints performance and any actions to be taken as a result.
- Engage with my Complaints Standards work, accessing training for your staff and providing complaints data.
- Inform me of the outcome of the Council’s considerations and proposed actions on the above matters by 15 November.

This correspondence is copied to the Chief Executive of your Council and to your Contact Officer. Finally, a copy of all Annual Letters will be published on my website.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Nick Bennett', with a stylized flourish at the end.

Nick Bennett
Ombudsman

cc. Mark Shephard, Chief Executive, Bridgend County Borough Council
By Email only: mark.shephard@bridgend.gov.uk

Factsheet

Appendix A - Complaints Received

| Local Authority | Complaints Received | Received per 1000 residents |
|--|---------------------|-----------------------------|
| Blaenau Gwent County Borough Council | 15 | 0.21 |
| Bridgend County Borough Council | 31 | 0.21 |
| Caerphilly County Borough Council | 46 | 0.25 |
| Cardiff Council* | 96 | 0.26 |
| Carmarthenshire County Council | 27 | 0.14 |
| Ceredigion County Council | 32 | 0.44 |
| Conwy County Borough Council | 32 | 0.27 |
| Denbighshire County Council | 32 | 0.33 |
| Flintshire County Council | 59 | 0.38 |
| Gwynedd Council | 30 | 0.24 |
| Isle of Anglesey County Council | 18 | 0.26 |
| Merthyr Tydfil County Borough Council | 15 | 0.25 |
| Monmouthshire County Council | 20 | 0.21 |
| Neath Port Talbot Council | 19 | 0.13 |
| Newport City Council | 31 | 0.20 |
| Pembrokeshire County Council | 28 | 0.22 |
| Powys County Council | 38 | 0.29 |
| Rhondda Cynon Taf County Borough Council | 40 | 0.17 |
| Swansea Council | 73 | 0.30 |
| Torfaen County Borough Council | 12 | 0.13 |
| Vale of Glamorgan Council | 39 | 0.29 |
| Wrexham County Borough Council | 43 | 0.32 |
| Total | 776 | 0.25 |

* inc 2 Rent Smart Wales

Appendix B - Received by Subject

| Bridgend County Borough Council | Complaints Received | % Share |
|--|---------------------|---------|
| Adult Social Services | 2 | 6% |
| Benefits Administration | 0 | 0% |
| Children's Social Services | 7 | 23% |
| Community Facilities, Recreation and Leisure | 0 | 0% |
| Complaints Handling | 5 | 16% |
| Covid19 | 2 | 6% |
| Education | 3 | 10% |
| Environment and Environmental Health | 3 | 10% |
| Finance and Taxation | 1 | 3% |
| Housing | 3 | 10% |
| Licensing | 0 | 0% |
| Planning and Building Control | 2 | 6% |
| Roads and Transport | 2 | 6% |
| Various Other | 1 | 3% |
| Total | 31 | |

Appendix C - Complaint Outcomes
(* denotes intervention)

| County/County Borough Councils | Out of Jurisdiction | Premature | Other cases closed after initial consideration | Early Resolution/ voluntary settlement* | Discontinued | Other Reports- Not Upheld | Other Reports Upheld* | Public Interest Report* | Total |
|---------------------------------|---------------------|-----------|--|---|--------------|---------------------------|-----------------------|-------------------------|-------|
| Bridgend County Borough Council | 5 | 10 | 13 | 2 | 0 | 0 | 0 | 0 | 30 |
| % Share | 17% | 33% | 43% | 7% | 0% | 0% | 0% | 0% | |

Appendix D - Cases with PSOW Intervention

| | No. of interventions | No. of closures | % of interventions |
|--|----------------------|-----------------|--------------------|
| Blaenau Gwent County Borough Council | 1 | 17 | 6% |
| Bridgend County Borough Council | 2 | 30 | 7% |
| Caerphilly County Borough Council | 3 | 45 | 7% |
| Cardiff Council | 26 | 100 | 26% |
| Cardiff Council - Rent Smart Wales | 0 | 2 | 0% |
| Carmarthenshire County Council | 6 | 29 | 21% |
| Ceredigion County Council | 4 | 31 | 13% |
| Conwy County Borough Council | 5 | 31 | 16% |
| Denbighshire County Council | 2 | 31 | 6% |
| Flintshire County Council | 11 | 62 | 18% |
| Gwynedd Council | 5 | 27 | 19% |
| Isle of Anglesey County Council | 1 | 17 | 6% |
| Merthyr Tydfil County Borough Council | 0 | 14 | 0% |
| Monmouthshire County Council | 1 | 19 | 5% |
| Neath Port Talbot Council | 1 | 17 | 6% |
| Newport City Council | 5 | 29 | 17% |
| Pembrokeshire County Council | 3 | 26 | 12% |
| Powys County Council | 4 | 47 | 9% |
| Rhondda Cynon Taf County Borough Council | 2 | 43 | 5% |
| Swansea Council | 9 | 67 | 13% |
| Torfaen County Borough Council | 0 | 11 | 0% |
| Vale of Glamorgan Council | 5 | 38 | 13% |
| Wrexham County Borough Council | 6 | 48 | 13% |
| Total | 102 | 781 | 13% |

Appendix E - Code of Conduct Complaints

| County/County Borough Councils | Discontinued | No evidence of breach | No action necessary | Refer to Adjudication Panel | Refer to Standards Committee | Withdrawn | Total |
|---------------------------------|--------------|-----------------------|---------------------|-----------------------------|------------------------------|-----------|-------|
| Bridgend County Borough Council | 2 | 4 | 0 | 0 | 0 | 0 | 6 |

Appendix F - Town/Community Council Code of Complaints

| Town/Community Council | Discontinued | No evidence of breach | No action necessary | Refer to Adjudication Panel | Refer to Standards Committee | Withdrawn | Total |
|-------------------------------------|--------------|-----------------------|---------------------|-----------------------------|------------------------------|-----------|-------|
| Bridgend Town Council | 2 | 2 | 0 | 0 | 0 | 0 | 4 |
| Laleston Community Council | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Llangynwyd Middle Community Council | 1 | 4 | 0 | 0 | 0 | 0 | 5 |
| Maesteg Town Council | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| Pencoed Town Council | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| Porthcawl Town Council | 0 | 11 | 0 | 0 | 0 | 1 | 12 |

Information Sheet

Appendix A shows the number of complaints received by PSOW for all Local Authorities in 2020/2021. These complaints are contextualised by the number of people each health board reportedly serves.

Appendix B shows the categorisation of each complaint received, and what proportion of received complaints represents for the Local Authority.

Appendix C shows outcomes of the complaints which PSOW closed for the Local Authority in 2020/2021. This table shows both the volume, and the proportion that each outcome represents for the Local Authority.

Appendix D shows Intervention Rates for all Local Authorities in 2020/2021. An intervention is categorised by either an upheld complaint (either public interest or non-public interest), an early resolution, or a voluntary settlement.

Appendix E shows the outcomes of Code Of Conduct complaints closed by PSOW related to Local Authority in 2020/2021. This table shows both the volume, and the proportion that each outcome represents for the Local Authority.

Appendix F shows the outcomes of Code of Conduct complaints closed by PSOW related to Town and Community Councils in the Local Authority's area. This table shows both the volume, and the proportion that each outcome represents for each Town or Community Council.

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