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Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



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

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

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



Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate

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

Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Thursday, 11 November 2021

Dear Councillor,

COUNCIL

A meeting of the Council will be held remotely - via Microsoft Teams on **Wednesday, 17 November 2021 at 15:00.**

AGENDA

1. Apologies for absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest from Members/Officers in accordance with the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 3 - 24
To receive for approval the minutes of 20/10/21
4. To receive announcements from:
(i) Mayor (or person presiding)
(ii) Members of the Cabinet
(iii) Chief Executive
5. To receive announcements by the Leader
6. Presentation by the Police and Crime Commissioner and Chief Constable of South Wales Police and Programme of Presentations to Future Meetings of Council 25 - 26
7. Bridgend Local Development Plan (LDP) - Revised Delivery Agreement 27 - 164
8. 2022-23 Council Tax Base 165 - 170
9. Amendment To The Financial Procedure Rules (FPRs) Within The Council's Constitution 171 - 202

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11. To receive the following Questions from:Councillor Tim Thomas to the Deputy Leader

Can the Deputy Leader outline the allocation and usage for Discretionary Housing Payments (DHP) for this financial year?

Councillor Ross Penhale Thomas to the Cabinet Member Wellbeing and Future Generations

What assessment has the Cabinet Member made of the availability of good quality, affordable housing in Bridgend county borough?

12. Urgent Items

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

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:

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

Councillors

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

Councillors

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

COUNCIL - WEDNESDAY, 20 OCTOBER 2021

MINUTES OF A MEETING OF THE COUNCIL HELD IN REMOTELY - VIA MICROSOFT TEAMS ON WEDNESDAY, 20 OCTOBER 2021 AT 15:00

Present

Councillor JC Spanswick – Chairperson

S Aspey	SE Baldwin	TH Beedle	JPD Blundell
NA Burnett	MC Clarke	N Clarke	RJ Collins
HJ David	P Davies	PA Davies	J Gebbie
RM Granville	CA Green	DG Howells	M Hughes
A Hussain	M Jones	MJ Kearn	DRW Lewis
JE Lewis	JR McCarthy	D Patel	RL Penhale-Thomas
AA Pucella	JC Radcliffe	KL Rowlands	RMI Shaw
CE Smith	SG Smith	RME Stirman	G Thomas
T Thomas	JH Tildesley MBE	E Venables	MC Voisey
LM Walters	KJ Watts	CA Webster	DBF White
A Williams	AJ Williams	HM Williams	JE Williams
RE Young			

Apologies for Absence

SK Dendy, DK Edwards, T Giffard, RM James, B Jones and B Sedgebeer

Officers:

Mark Galvin	Interim Democratic Services Manager
Laura Griffiths	Principal Solicitor
Lindsay Harvey	Corporate Director Education and Family Support
Gill Lewis	Interim Chief Officer – Finance, Performance and Change
Claire Marchant	Corporate Director Social Services and Wellbeing
Janine Nightingale	Corporate Director - Communities
Michael Pitman	Democratic Services Officer - Committees
Andrew Rees	Democratic Services Officer – Committees
Mark Shephard	Chief Executive

582. TWO MINUTES SILENCE FOR TRIBUTES PAID TO THE LATE COUNCILLOR PHILIP WHITE AND IN RESPECT OF SIR DAVID AMESS

Prior to proceeding into the business of the agenda, the Mayor asked Members and Officers to join him in a two minutes silence, as a mark of respect to the recent passing on of Councillor Philip White, former Cabinet Member and member of BCBC for the Caerau Ward and Sir David Amess, Conservative MP for Southend West.

The Mayor then added that words were not enough to express the extent of the very sad loss of friend and colleague Councillor White. He added that his thoughts were with his family at this most tragic time, to which he offered his sincere condolences.

The Leader then gave the following tribute on behalf of the Council.

'All colleagues will have been informed of the sudden passing of our friend and colleague, Councillor Phil White.

As you know, Councillor White was hospitalised with Covid-19. He fought it to the very end, but sadly was lost to the virus late last week.

Phil was passionate about people, his community, and his beliefs long before he became a member of the authority in 2008.

He earned a place in the industrial history and folklore of our nation when he played a crucial role as one of the leading coal miners in the buyout and re-opening of the Tower deep mine. Becoming the first colliery in British history to be owned and run by its own workers it was run successfully and profitably until all the coal reserves were fully mined in 2007.

I won't forget how, when the UK Government was conducting their 2006 energy review, he sat alongside Tyrone O'Sullivan and NUM Secretary Wayne Thomas to address the Select Committee on Welsh Affairs at the House of Commons. Phil was not backward in coming forward when he believed in an issue, and he certainly made his views known on that occasion.

It was shortly after this that he stood for election and became the representative for the community of Caerau and Nantyffyllon.

Councillor White's qualities quickly saw him appointed to the position of Cabinet Member for Communities.

He continued to serve as a Cabinet member throughout the majority of the thirteen years he served as a councillor, and until he retired from the role last year, he was most recently our Cabinet Member for Social Services and Early Help.

This was, of course, only the tip of the iceberg when it came to Councillor White's public service.

Among the many responsibilities that he fulfilled, Councillor White was an enthusiastic and active council champion for both older people, and for children and young people. This including chairing our Corporate Parenting Committee and becoming a passionate vice-chair of our Fostering Panel. He was a keen mental health advocate and proud to represent us on Bridgend Care and Repair and the Welsh Local Government Association.

At Nantyffyllon Primary, he was a chair of governors and the school described him in their tribute to him as a hugely loyal and supportive friend to staff and pupils, a dedicated and valued member of the Nantyffyllon family and will be a huge loss to our school community.

Councillor White offered tireless service, and I know only too well that he did so while battling with significant health issues of his own. Despite this, he never once allowed it to prevent him from carrying out his responsibilities, and his dedication proved to be an inspiration.

In the days since his passing was announced, we have been inundated with messages of condolences and tributes from a wide range of partners as well as individuals across all political parties.

They have all made it very clear that Phil was a respected and well-liked elected representative, and a gentleman.

I won't quote any individuals, but to give you an idea of the regard in which he was held, the WLGA commented that 'Phil was a great character. Larger than life with great humour, he was hugely supportive of us, and he will be missed by his many friends'.

Similarly, the Cwm Taf regional partnership board summed up the thoughts of many when they said that Phil was 'passionate about supporting people. He worked tirelessly to make a huge difference, by representing, empowering and standing up for his community.'

Serving alongside Councillor White was a real pleasure and a privilege. He always offered fantastic support to his colleagues especially our staff and workers, served the people of the county borough to the best of his abilities, and will be greatly missed by all who knew and worked alongside him.

He will of course, most of all, be most deeply missed as a loving and loved husband, son, father and grandfather.

With the flag outside the Civic Offices in Angel Street flying at half-mast to mark the passing of one of our own members, all that remains for me to say is that, on behalf of us all, we offer our heartfelt condolences to Phil's devastated family and friends and especially to his widow Irene, his mother, his children, and his grandchildren'.

Further tributes to Councillor White were given in turn by the Deputy Leader, Councillors RC Collins, G Howells, CE Smith, RE Young, A Hussain, Alex Williams, MC Voisey, G Thomas and J Radcliffe.

The Mayor concluded, by stating that many wonderful words had been spoken by Members, in tribute to a dear colleague who would be sadly missed.

583. DECLARATIONS OF INTEREST

The following declarations of interest were made:-

Councillor HM Williams personal interest in Agenda item 8, as Chair of Governors at Abercerdin Primary School.

Councillor Amanda Williams personal interest in Agenda item 8, as an LA Governor on Brynteg Comprehensive School.

Councillor N Burnett personal interest in Agenda item 8, as an LA Governor at Brynteg Comprehensive School as well as a prejudicial interest in the same item, due to a close family member being with an organisation that could benefit from the report. Councillor Burnett left the meeting whilst this item was being considered.

Councillor J Gebbie personal interest in Agenda item 13, as a member of the NJC Committee.

584. APPROVAL OF MINUTES

RESOLVED: That the Minutes of a meeting of Council dated 15 September 2021, be approved as a true and accurate record, subject to Councillor E Venables being added to the list of meeting attendees.

585. TO RECEIVE ANNOUNCEMENTS FROM:

Mayor

The Mayor started off his announcements to Council today by first of all making a personal statement as follows:-

It seems a recent comment I made in conversation with someone while using my own personal Facebook account has offended some members of the opposition as it has been copy and pasted by them across various pages on social media along with calls for me to resign. For the sake of clarity, my comment concerned the perceived rivalry between my role as Mayor of Bridgend County Borough, and the role of the local Bridgend town mayor. More specifically, I said that I was looking forward to 'winding him up' at a forthcoming event we were both attending, referred to him in jest as a 'minor mayor', and joked that his chain was 'probably bigger than mine'.

It was never meant to be a public post as I was under the impression this was a private conversation I was having, but as soon as I realised it was open to the public, I immediately deleted the post in order not to upset or offend anyone. No harm or insult was ever intended by any of this, and I am sorry if it caused offence to any individual or organisation as that was never my intention.

Since our last Council meeting there has not been a great deal of Mayoral visits, but I was pleased to be invited by Steve Brace of Bridgend Athletics to re-launch their re-furbished athletic track and facilities at Newbridge Fields. There were a number of sporting stars there, including previous Cllr. Eric Hughes who is still running on a regular basis after major heart surgery and now being in his 80's. Bridgend Athletics have produced a number of regional, national, world and Olympic stars over the years and long may this continue as they embark upon the next chapter in their development as a club.

I have been visiting recipients of the Mayors Citizenship awards from when Councillor Stuart Baldwin was Mayor, that could not be presented due to the pandemic. Last week it was a pleasure to visit Isabella Evans who at 15 years old has done some amazing work in learning sign language known as Makaton to help with her siblings and their development. She is clearly a star of the future.

Then it was Pencoed Comprehensive School and their Young Carers Group. It was great to learn of the support they are getting from the school and hearing some of their stories as to how they help and support their parents and siblings prior to school and after school made me realise how remarkable these young adults are who will surely grow into even more remarkable adults in the future.

Lastly it was on to Kenfig Hill RFC to present the award to Chris Leyshon who is doing some amazing work in raising vital funds and awareness of Prostate Cancer. It's the most common form of cancer in men in the UK, with 1 in 8 being affected and this increases to 1 in 3 if there is a family history of prostate cancer. There is no automatic screening of men in this country and therefore I would recommend that all men over 50 or anybody with a concern or family history, to log onto the Prostate Cymru website, where there is a simple checklist to complete and it will advise you whether to go and visit your doctor to request a PSA blood test.

The next round of Mayors Annual Citizenship Awards will soon be launched and nominations will be invited from Monday 8 November, next. The awards are open to people who live in the county borough, as well as groups and businesses based locally. More information is on the BCBC website where a nomination form can be downloaded and members will also receive an email with all the relevant information. The deadline for receipt of nominations is Friday 7 January 2022 and the winners will be announced in March 2022.

The Mayor would be hosting a Mayors Pre - Christmas Charity event on Saturday 27 November at the Heronston Hotel & Spa with a comedy stage hypnotist and music by Lee Jukes of Bridge FM. Tickets are £22.50 and include a buffet meal. Tickets are selling fast, so he urged those interested not to leave it too late to get one. The event is open to all and it would be great to see as many Councillors as possible along with your partners, family or friends.

In addition to this, he was in the process of arranging a Christmas Raffle and tickets will soon be on sale at £2 each with a first prize of £200 cash. He was looking to draw the winning tickets on Wednesday 15 December just after the Council meeting for that month. The Mayor had received great support with raffle prizes from a number of Bridgend Town traders and also Sony, Pencoed and Asda, Bridgend.

Your support for the above would be greatly appreciated he added, as there is no longer a charity committee or officer assistance in arranging any Mayoral fundraising activities for Lads & Dads and Bridgend Carers Centre, and therefore he hoped these events would be successful as his wife and he had put in a lot of work to date in arranging them, and would continue to do so for the remainder of their term as Mayor and Mayoress of the County Borough of Bridgend.

586. **TO RECEIVE ANNOUNCEMENTS BY THE LEADER**

The Leader announced that everyone was shocked last week by the killing of a dedicated member of parliament when he was holding an advice surgery. In an act of terror, Sir David Amess MP was stabbed to death in a church in his own constituency of Southend West when he was just doing his duty, as an elected representative.

In the aftermath, very moving tributes were made to Sir David and his contribution to parliament and the way he championed Southend. Sadly, we also heard in that session of parliament, how commonplace abuse of our MPs has become, with all having received abuse, attacks and threats and many having received death threats.

Parliamentarians from across the chamber reminded us that what we have in common matters far more, we must cherish those bonds and shared values. A point was made consistently that whatever political difference we have, we are all here for the same reason, which is to try and do what we think is best for the people who we represent.

The Leader was thinking of this when he heard another news report, this time about the MP for the Rhondda who had received a death threat on the weekend from a member of the public. It was especially sobering to learn that an arrest of a man was subsequently made right here in the county borough.

If we are to learn anything from these tragic events, it must surely be the need for a greater focus on mutual respect and the simple ability to be able to discuss and disagree, without having to destroy or attack individuals or resort to the deliberate, harmful spread of disinformation.

He was not interested in that type of politics, and hoped that Members all agreed that there needs to be far greater focus on mutual respect, respect for one another as political colleagues, respect for one another as human beings, and respect for all of our democratically elected representatives, regardless of what party they may or may not belong to.

587. **ANNUAL REPORT 2020-21**

The Chief Executive submitted a report presented by the Interim Chief Officer – Finance, Performance and Change, the purpose of which, was to present the Annual Report 2020-21 (at Appendix A to the report) for Council to consider and approve.

By way of some background, she explained that under section 15 of the Local Government (Wales) Measure 2009 and in accordance with the related statutory guidance issued by the Welsh Government, the authority must publish its assessment of performance for the previous financial year before 31 October.

In March 2020, the Council published its new Corporate Plan 2018-23, revised for 2020-21. To take account of the impact of COVID-19 on priorities which was significant, the Plan was revised and some adjustments were made to it, which were agreed at Council in September 2020. The Plan as a result of Covid-19, then concentrated upon the more urgent priorities from March 2020 onward.

The revised Plan defined 32 commitments to deliver the three well-being objectives and sets out 46 success measures to monitor progress. However, to take account of COVID-19 and redirect resources, targets were removed for 14 success measures. At year-end, data was unavailable for 7 success measures, which are predominantly in education following the Welsh Government decision to postpone exams and use alternative arrangements to determine grades.

The Annual Report, prepared under the Well-being of Future Generations (Wales) Act 2015, evaluates how well the Council succeeded in 2020-21 in delivering its commitments and planned outcomes for the financial year, using success measures and other associated evidence.

The Interim Chief Officer – Finance, Performance and Change confirmed, that the Council made 32 commitments to support the delivery of its well-being objectives. 13 (40.6%) of these were fully completed with 19 (59.4%) achieving most of their milestones.

Of the 46 indicators identified for the Corporate Plan, 25 can be compared against their target: 14 (48%) met their target, 2 (8%) were off target by less than 10% and 11 (44%) missed the target by more than 10%. Detailed information about the Council's performance was included at the report's Appendix A. The Annual Report during this period including the Council's performance against its objectives and the Interim Chief Officer – Finance, Performance and Change, commended the report given the difficulties experienced by local authorities since the pandemic. The Annual Report showed some considerable progress against the Council's wellbeing objectives and its seven goals.

Once approved, she confirmed that the Annual Report will be published on the Council's website and shared with stakeholders. Hard copies of the report will also be produced and placed in the Council's public libraries.

The Leader commended the Annual Report for 2020-21 and all staff in BCBC who had worked tirelessly to make it so pleasing to read. He felt staff had gone over and above the call of duty considering the pressures of the pandemic which was still ongoing and gave examples of this in the different Council service areas. Where there was room for improvements, these would be pursued he added, including through not just the continued support of our employees, but also through Members such as those part of the Council's Overview and Scrutiny Committees.

A Member supported the views of the Leader, but asked how BCBC compared against other 'like Authorities' in terms of performance.

The Interim Chief Officer – Finance, Performance and Change, stated that for the last two years, many of the national indicators had not been collated for obvious reasons, ie this duty had been suspended. However, Officers had recently been notified that these (ie the PAM) would be retrospectively collected, but more to inform future service delivery, rather than necessarily as a comparison. She added, that some of the Education Indicators had not been collected for comparable and publishing purposes and due to this, it was not easy to make a comparison on a like to like basis as part of any local performance indicator information. These were more compared nationally however, through the issuing to Authorities of a table type format. So we were able to compare performance with other like sized local authorities here. The Council did however look at how other neighbouring authorities ran their services as comparisons, to ascertain if they were operating these in a more improved way than BCBC were process wise, so that we could adopt also this style of approach going forward.

RESOLVED: That Council approved the Annual Report 2020-21 (at Appendix A to the report).

588. **TREASURY MANAGEMENT - HALF YEAR REPORT 2021-22**

The Interim Chief Officer – Finance, Performance and Change presented a report, in order to:

- comply 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;
- seek Council approval 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.

She reminded Members, that treasury management is the management of the Council's cash flows, borrowing and investments, and the associated risks. The Council is exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of financial risk are therefore central to the Council's prudent financial management.

The Council's treasury management advisors as Council was aware, was Arlingclose. The current services provided to the Council included:

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

The Interim Chief Officer – Finance, Performance and Change, confirmed that the TMS 2021-22 was approved by Council on 24 February 2021 with the Half Year Report scheduled to be presented on 20 October 2021.

A summary of the treasury management activities for the first half of 2021-22, was shown in table 1 at Appendix A to the report. Since the start of the financial year the Council has had surplus funds for investment, she added. The Council receives two instalments of Welsh Government core funding (Revenue Settlement Grant) during April at £12.6 million per instalment and was able to carry forward additional grant funding from 2020-21. As a result, the balance on investments at 30 September 2021 was £79.84 million with an average rate of interest of 0.06%. This was a significant reduction from the same time last year when the average rate was 0.24% and showed the impact of the reductions in interest rates as a result of the pandemic.

The Interim Chief Officer – Finance, Performance and Change, advised that Council has not taken long-term borrowing since March 2012. The TMS 2021-22 anticipated that the Authority would need to borrow £30.37 million during the year. However, this was on an assumption that the Council would have £43 million held in usable reserves that it could use in the short term to finance expenditure. As at 31 March 2021 the Council's usable reserves stood at £114 million, 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

Based on the current capital programme and the expected use of reserves allocated therein, it was expected that there will not be a requirement for new long-term borrowing in 2021-22. Details on forecast capital spend was provided in the Capital Strategy 2021-22, which was approved by Council on 24 February 2021 and the Quarter 2 Capital Monitoring report going to Council on 20 October 2021.

The Interim Chief Officer – Finance, Performance and Change referred Members to Table 4 in section 4 of Appendix A, which detailed the movement of the investments by counterparty types and showed the average balances, interest received, original duration and interest rates for the first half of 2021-22.

Details of the estimates for 2021-22 set out in the Council's TMS, against current projections, were shown in Appendix A and these reflected that the Council is operating in line with approved limits.

The Council defines high credit quality as organisations and securities having a credit rating of A- or higher and Appendix B to the report, showed the equivalence table for credit ratings for Fitch, Moody's and Standard & Poor's and explains the different investment grades.

She concluded by advising, that CIPFA's Code of Practice for Treasury Management required all local authorities to conduct a mid-year review of its treasury management policies, practices and activities. The outcome of this review is that there are no changes required in BCBC.

RESOLVED: That Council approved 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.

589. **CAPITAL PROGRAMME UPDATE - QUARTER 2 REPORT 2021-22**

The Interim Chief Officer – Finance, Performance and Change presented a report, the purpose of which was to:

- comply with the requirement of the Chartered Institute of Public Finance and Accountancy's (CIPFA) 'The Prudential Code for Capital Finance in Local Authorities (2017 edition)
- provide an update of the capital position for 2021-22 as at 30 September 2021 (Appendix A)
- seek approval for a revised capital programme for 2021-22 to 2030-31 (Appendix B)
- note the projected Prudential and Other Indicators for 2021-22 (Appendix C).

She explained that the Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003, as amended, contain detailed provisions for the capital finance and accounting controls, including the rules on the use of capital receipts and what is to be treated as capital expenditure. They modify accounting practice in various ways to prevent adverse impacts on authorities' revenue resources.

As well as this legislation, the Council manages its Treasury Management and Capital activities in accordance with the associated guidance shown in paragraph 3.2 of the report.

The Interim Chief Officer – Finance, Performance and Change reminded Members that on 24 February 2021, Council approved a capital budget of £62.363 million for 2021-22 as part of a capital programme covering the period 2021-22 to 2030-31. The programme was last updated and approved by Council on 21 July 2021.

This report provided an update on the following:

- Capital Programme monitoring quarter 2 2021-22
- A revised Capital Programme for 2021-22 to 2030-31
- Capital Strategy monitoring
- Prudential and other indicators

This section of the report provided Members with an update on the Council's capital programme for 2021-22 since it was last approved by Council and incorporated any new schemes and grant approvals. The revised programme for 2021-22 currently totals £76.600 million, of which £54.378 million is met from Bridgend County Borough Council (BCBC) resources, including capital receipts and revenue contributions from earmarked reserves, with the remaining £22.222 million coming from external resources, including General Capital Grant.

Table 1 in the report, reflected the capital programme for each Directorate from July 2021 (quarter 1) approved Council position to quarter 2.

Table 2 summarised the current funding assumptions for the capital programme for 2021-22. The capital resources are managed to ensure that maximum financial benefit for the Council is achieved. This may include the realignment of funding to maximise government grants.

A number of schemes had already been identified as requiring slippage of budget to future years (2022-23 and beyond). At quarter 2 the total requested slippage is £12.826 million. Details of these were outlined in paragraph 4.4 of the report.

Since the last capital report approved by Council in July 2021, there has been a number of new externally funded schemes approved and internally funded schemes, which have been incorporated into the capital programme, as itemised in paragraph 4.5 of the report. The Interim Chief Officer – Finance, Performance and Change gave a resume of these for the benefit of Members

In February 2021, Council approved the Capital Strategy for 2021-22, which included the Prudential Indicators 2021-22 to 2023-24, together with some local indicators.

Appendix C to the report, then 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 2021-22, based on the revised Capital Programme. These show that the Council is operating in line with the approved limits.

The Capital Strategy also requires the monitoring of non-treasury management investments and other long-term liabilities. The Council does have an existing investment portfolio which is 100% based within the County Borough and primarily the office and industrial sectors. The income streams are generally spread between the single and multi-let office investments on Bridgend Science Park, the multi-let industrial estates and the freehold ground rent investments. The total value of Investment Properties was £5.090 million as at 31 March 2021, confirmed the Interim Chief Officer – Finance, Performance and Change.

The Council also had a number of other long-term liabilities which are included within the Capital Strategy, as specified in paragraph 4.12 of the report.

RESOLVED: That Council:

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

590. **MARKET SUPPLEMENT POLICY**

The Chief Executive presented a report, the purpose of which, was to seek approval of the Market Supplement Policy.

He explained that currently, there was no provision within the Council for the payment of market supplements. The implementation of the Council's Single Status Job Evaluation Collective Agreement in September 2013, meant that all former market supplements ceased with the introduction of the new pay and grading structure.

The Chief Executive advised further, that the Pay Policy agreed by Council on 10 March 2021 confirmed this position. It was, however, referenced that consideration would be given to the introduction of market supplements, in recognition of the challenges faced in recruiting and retaining staff in some professions on the current pay structure.

The introduction of the Market Supplement Policy would address the issue that the council's job evaluation scheme and grading structure did not take into account, market factors such as market pay rates or fluctuating demand for skills in the market place.

The Chief Executive Officer referred to the Market Supplement Policy, at Appendix 1 to the report, which would enable the Council to respond to any established recruitment and retention issues, by temporarily increasing the pay awarded to a post, without altering the determined job evaluation grade. This will ensure that the principles within the job evaluation scheme in maintaining equal pay are preserved.

He emphasised, that Market Supplements would be used as an exception rather than the rule and must be considered through submission of a robust business case, comprising clear objective evidence on all the relevant factors in place.

The Chief Executive concluded the report, by stating that Trade Union representatives had been fully engaged with the report's proposals and indeed had contributed to the development of this new policy. In the event that Council approves the policy, Trade Union partners have acknowledged that it will be necessary to agree an addendum to the council's Single Status Job Evaluation Collective Agreement accordingly.

The Deputy Leader supported the report, given that it addressed an issue the Council had been experiencing for some time, and that the Policy would assist in filling key posts it had previously had difficulty recruiting to, which would in turn contribute to making our services more resilient.

A Member whilst not being against the Policy, enquired how the Authority intended putting steps in place to try and dissuade members of staff in key posts leaving the Council for another Authority with the same type of policy in place supporting a similar job only offering a better salary.

The Chief Executive advised that if other Authorities were paying a better salary than BCBC were for a similar job, there was always a risk of that employer leaving. However, the Policy was aiming at recruitment and retention of staff and this was one of a few tools the Authority was putting in place, including enhanced payments for some jobs where there had traditionally been problems experienced around recruitment and retention.

A Member noted from the Policy, that the Market Supplement would apply for 2 years and then be the subject of review following that period. She felt that after the 2 year period expired, the employer in post may start then to look for a similar job with a more attractive package elsewhere. She further asked if the number of employers affected by the provisions of the Policy, ie those having an increased salary etc, would be monitored for example through CMB.

The Chief Executive advised that within the terms of the Policy there was a requirement for a Business Case for each case that would be based on its individual merits and signed off accordingly by the appropriate Manager.

The Policy and the employers affected by it would be regularly monitored by Corporate Management Board, he added.

The review period was included in the Policy in terms of salary as a temporary payment only, as otherwise this would have an impact on Equal Pay claims. There was scope to look at paying the market supplement for a longer period and/or other ways by which to look at retaining staff, if required. The Policy could be applied for jobs anywhere within the Authority he added, but in order for it to apply to any position, there had to be sufficient evidence base before doing so.

RESOLVED: That Council approved the Market Supplement Policy, at Appendix 1 to the report.

591. **CHANGES TO THE MEMBERSHIP OF THE GOVERNANCE AND AUDIT COMMITTEE**

The Monitoring Officer submitted a report, the purpose of which, was to consider changes to the membership of the Governance and Audit Committee to take effect following the Annual Meeting of Council on 18 May 2022.

The Interim Chief Officer – Finance, Performance and Change presented the report and explained, that whilst the Authority already has a Governance and Audit Committee, the Local Government (Wales) Measure 2011 made this a statutory requirement. The Measure makes a number of requirements in relation to the Audit Committee’s membership, including the appointment of the Chairperson and the Committee’s remit.

The Local Government and Elections (Wales) Act 2021, has now added additional responsibilities to the Committee linked with governance, including consideration of aspects of performance and complaints.

The Interim Chief Officer – Finance, Performance and Change advised that the current membership of the Governance and Audit Committee comprises 12 Bridgend County Borough Council (BCBC) Members and one Independent (Lay) Member.

Members will recall that under the Local Government and Elections (Wales) Act 2021, it will be a legislative requirement from 5 May 2022 for one third of the membership of the Committee to be Lay Members. It is therefore proposed that the membership of the Governance and Audit Committee is changed to 12 Members consisting of 8 BCBC Members and 4 Lay Members and that Council approve the appointment of additional Lay Members to ensure it is compliant with the legislation from 5 May 2022 onwards.

The guidance recommends that a Lay Member should not be appointed for more than two full terms of a local authority. Any Lay Member with voting rights is subject to the provisions of the Code of Conduct for Members.

The next sections of the report outlined the recruitment process for Lay Members, which the Interim Chief Officer – Finance, Performance and Change elaborated upon for Council, as well as the criteria to be adopted for suitable candidates to be considered suitable to be shortlisted for interview.

Shortlisted candidates would then be interviewed by an Officer Panel.

A Member sought confirmation that a Lay Member would have to be Chairperson of the Governance and Audit Committee following next year’s Elections and, if so, would they receive training for the role. He also asked what level of remuneration the Lay Member would receive as Chairperson.

The Interim Chief Officer – Finance, Performance and Change confirmed that extensive training would be made available both internally from Officers and from an external provider, probably the WLGA.

The Group Manager – Legal and Democratic Services added that there would be an enhanced daily payment rate for the Chairperson and statutory guidance was still being awaited on the detail of this and on the training regime for Lay Members, including the Chairperson.

RESOLVED: That Council:

- (1) Approved the changes to the membership of the Governance and Audit Committee as outlined at paragraph 4.2 of the report to take effect following the Annual Meeting of Council on 18 May 2022;
- (2) Delegated the process for selecting and recommending appropriate Lay Members to an Officer Panel comprising the Monitoring Officer, Chief Finance Officer and Head of Internal Audit;

(3) Receives a further report advising of the appointments.

592. **INFORMATION REPORTS FOR NOTING**

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

The Chief Executive referred Members to the two Information Reports in question, contained in the covering report.

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

593. **TO RECEIVE THE FOLLOWING QUESTION FROM:**

Councillor Altaf Hussain to the Leader

Leader, we are all responding to competing needs, the environment and future of the planet at the same time as responding to a housing crisis. Can you confirm how you will balance the need to both develop our environment and reduce carbon emissions at the same time as engaging communities about proposed developments which are sometimes poorly thought through?

Response

The Leader confirmed, that in 2020 this authority declared a Climate Emergency and Cabinet created a Climate Emergency Response Programme. These actions highlighted that the authority has a role as:

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

A target for Local Authorities in Wales to be net-zero carbon must be met by 2030. In response, the Welsh Local Government Association (WLGA) with local government Leaders have established a Decarbonisation Strategy Panel, supported by all 22 local authorities, WG, Natural Resources Wales (NRW) and Cardiff University. The Decarbonisation Strategy Panel, alongside WG, have defined the areas of focus in reaching net-zero carbon as follows:

- Mobility and Transport
- Building and Energy
- Land Use and Biodiversity
- Procurement

The planning system plays a key role in tackling this climate emergency through the decarbonisation of the energy system and the sustainable management of natural resources (Planning Policy Wales 11, 2021).

The recently published Future Wales – the National Plan 2040 is the national development framework, setting the direction for development in Wales to 2040. It is a development plan with a strategy for addressing key national priorities through the planning system, including sustaining and developing a vibrant economy, achieving decarbonisation and climate resilience, developing strong ecosystems and improving the health and well-being of our communities. At a local level, national planning policy is reinforced via the Local Development Plan (LDP) which, is a high level strategy document which must be prepared by the Council. The LDP also expresses in land-use terms the vision, wellbeing objectives and priorities of the Council and sets the strategic direction for development in Bridgend. The LDP is currently being reviewed and consultation on the draft plan has recently ended and a consultation report will be prepared in due course.

The Welsh Government published its Welsh Public Sector Net Zero Carbon Reporting Guide in May 2021. This sets out detailed scope and boundaries of the Greenhouse Gas (GHG) emissions and a consistent calculation methodology to determine the degree to which Public bodies are progressing towards reaching net-zero carbon. In developing a position of net-zero carbon for Council operations, this authority is seeking to undertake an innovative and radical decarbonisation programme across the Council and in doing so develop accurate, scientific and robust technical support to enable the delivery and achievement of this ambition. Work is well underway to complete a thorough GHG emissions scoping and emissions baseline review to support the authority to consider and set the boundary, period and scope of what will be included and excluded from the authority GHG emissions baseline. This will define and calculate a robust carbon footprint to take forward as the baseline for the reduction trajectory and net-zero carbon route map. This will be followed by the creation of a wide-ranging GHG emissions reduction trajectory that will adjust according to annual data to align this authority's carbon reduction pathway with international agreements on carbon budgeting to tackle climate change and limit global warming to well below 2 °C. This will result in the development of a net-zero carbon route-map with comprehensive Decarbonisation strategy and action plan that set out the objectives and actions required to achieve net-zero carbon. This will develop a robust pipeline of projects and activities with detailed assessment and prioritised opportunities based on carbon saving potential, costs and timeframes.

Focusing on the priority themes of (a) mobility and transport (b) buildings and energy (c) land use and biodiversity and, (d) procurement is not new for this authority. Amongst other recent activities in relation to these themes this authority has secured a grant from The Department for Business, Energy and Industrial Strategy (BEIS) to develop The Bridgend District Heat Network, secured funding through the Re:fit programme to retrofit 18 buildings installing energy conservation measures such as LED lighting replacement, Solar PV systems and Building Managements Systems, secured funding to plant a targeted 15,000 trees in 2021/22 and been awarded a grant of nearly £500k from Welsh Government as part of the national Ultra Low Emissions Vehicle (ULEV) Transformation Fund to improve its electric vehicle charging infrastructure with the possibility of further funding of £300k via the Welsh Local Government Association. In addition to these projects, work is also progressing in relation to phase 2 property rationalisation via the updating homeworking policy and development of active travel routes, Metro Plus Schemes across the Borough and a Metro link bus facility in Porthcawl.

To oversee the current and future work which the authority has to undertake we have internally developed a new governance structure, the Bridgend 2030 Decarbonisation Programme Board. The Bridgend 2030 Decarbonisation Programme Board will receive direct engagement with a Citizens Assembly once established and a Steering Group of interested delivery partners. Direct engagement is held with Public Services Board (PSB) to establish synergies, shared resources and commonality of vision.

The land use planning system must balance the need for future growth, to provide the necessary homes and employment land to ensure a vibrant and healthy economy whilst protecting natural assets, ensuring sustainability and promoting a low carbon environment. One of the key objectives of the LDP is to create high quality sustainable places through sound placemaking principles and whilst there are number of large strategic development sites coming forward these must be developed in a sustainable way. This will include developing in locations close to or on the edge of existing settlements with existing infrastructure and good links to centres of employment and retail/leisure/education facilities (20 minute neighbourhoods), inclusion of sufficient open space/recreational areas with priority given to active travel and public transportation and the ability for homes and businesses to connect to district heat networks. It is crucial therefore to ensure that the replacement LDP is adopted in order to ensure that future sustainable development and avoid sporadic, unplanned development.

As such it is considered that the future development in Bridgend if managed correctly via the land use planning system and the LDP will make a significant contribution to meeting carbon reduction targets.

Supplementary question from Councillor Altaf Hussain

Proportionality of the LDP in BCBC is failing our valleys communities which is evident when one sees 14% or 1,360 of the 9,200 homes planned are situated in valleys on the North of Bridgend like Ogmore and Garw.

Why is our LDP process in Bridgend failing our valleys communities when levelling up of the valleys is a new political buzzword?

Response

The Chief Executive confirmed that the Local Development Plan (LDP) of BCBC when finalised has to be evidence based and credible, as it has to get through an inspection by Welsh Government. In terms of our valley areas, particularly in Ogmore and Garw, there were limitations for housing development infrastructure. Though smaller more limited housing sites were encouraged for build in these areas. There were examples of the construction of residential developments in valley areas, namely at Ewenny Road, Maestws and a small site at Bettws, he added.

The Corporate Director – Communities supplemented this by adding that within the LDP consultation had to take place on areas to locate Strategic Housing sites, as the local authority had to meet specific targets here, identified by Welsh Government. It was difficult currently to provide housing north of both the M4 and the Level Crossing at Pencoed, whilst money had been allocated by Welsh Government to build at the Ewenny Road development. Every encouragement was being given to site developers etc, so that they may consider providing smaller infill housing at Ogmore and Garw, in-keeping with the limited size of areas of land available there. She added that Planning and Development Officers were also looking at the Placemaking agenda and the value of smaller housing sites, as not everyone wanted to live within large housing developments. Areas for these were in the process of being identified. The Council were also placing a Bid for funding to remove the Level Crossing at Pencoed and put there in its place, a foot bridge and road bridge. This would improve public transport access there, as well as releasing sites for development, north of the M4 junction.

The above was echoed by the Leader, who added that both the Garw and Ogmore Valleys were narrower than the Llynfi Valley and were also dominated by mountains and hillsides with not a lot of area in between upon which site developers could build, due to the geography and topography of the land. He welcomed the views of all Members of

locations where housing could be considered for development. The Council had also received Social Housing grant funding he added, from Welsh Government.

The Cabinet Member – Communities further added that the Authority was looking at a ‘whole system’ Council approach, including the making good of empty properties and where there was supply and demand also, so market assessments would be analysed here, including those based on need. There was also difficulty building on contaminated sites, as had been the case in respect of the Ewenny Road development, until funding had been received to alleviate this.

Second supplementary question from Councillor Tim Thomas

Within the Valley Gateway locations there are smaller blockages and cases of over development that haven’t addressed certain over capacity issues, such as at the River Bridge, Abergarw Road and the A4061. Does the Cabinet Member – Communities have any comment to make on how these blockages could be retrospectively improved, since development has taken place at locations such as these.

Response

As this would be an expansive answer that would need to be investigated and fully prepared prior to a substantive response, the Cabinet Member – Communities advised that this would be put together outside of the meeting and forwarded onto Councillor Thomas and fellow Council Members, at the earliest convenience.

Third supplementary question from Councillor Rod Shaw

How can we address the imbalance of resourcing, that if achieved, could free up many of the available sites located in the Valley areas.

Response

The Corporate Director – Communities confirmed that there was not really an imbalance in terms of resources, as there weren’t any large sites in the Valley areas where development was currently proposed. BCBC were looking at instead, to develop housing at infill plots or through the provision of smaller developments (in perhaps more innovative ways) both in the locations of Ogmore and Garw in order to meet need and the requirements of the LDP. As part of the consultation here, anyone who may be interested had been invited to come forward if they had any suggestions of Candidate Sites where to build on.

The Leader added that expressions of interest weren’t just being sought from residents, builders and developers, but Registered Social Landlords also. All levels of interest needed to be looked at he added, based on sites that are available and the need for housing at various different locations.

594. **QUARTERLY DEBATE - "HOW WILL SOCIAL CARE BE FUNDED POST THE COVID PANDEMIC?"**

The Leader opened debate on this item.

He confirmed that COVID-19 highlighted just how essential social care is in supporting people to be as independent as possible. The issues facing social care – particularly the increase in demand, scale of funding pressures and workforce challenges – are just as pressing now as they were before COVID, with many having been exacerbated by the pandemic.

Increasing need for services is clearly evident post Covid, and as we reported to Cabinet yesterday, we are providing 8% more domiciliary care than at this time last year. This is as a result of delays in people accessing NHS treatment due to the pandemic, the deconditioning as a consequence of lockdowns and shielding and the impact of long covid. There is therefore a need for much greater funding to support greater levels of social care over the next 5 years

At its centre, social care is first and foremost about human relationships and supporting the care and support needs of individuals and their families, including older people, those that are vulnerable and those with complex needs, to improve their quality of life. An important feature of discussions about the future of social care should be around improving the quality of care and achieving outcomes for the individual, based on 'what matters to them'. This starts at the local level and should build on the strength of local authorities in their role in place and community, addressing the needs of individuals and families, building resilience and focusing on wellbeing.

Health and social care are equally important and are often inter-dependent in terms of ensuring flow through the health and social care system. Decisions and prioritisations about the future of each service should reflect that and the need to plan and work together, embedding far more preventative approaches to wellbeing that work closely with public health and housing. Councils are best placed to convene partnerships locally to bring these services together, in a locally focused and democratically led way.

When considering the future of social care and support, addressing the most urgent priorities should be the starting point, these include:

- The provision of long-term, sustainable funding that is sufficient to meet the predictable additional demands on social care driven by demographic and other pressures, including of course a rapidly ageing population.
- Additional funding is also needed to tackle unmet need. There is a need to place greater value on an approach to social care which is person centred and recognises the desire of people to continue to live in their communities, mainly in their homes, with meaning and purpose.
- Improving outcomes for children. There remain significant challenges in providing the right placements for children in care, particularly for those with the most complex needs locally. The past 18 months has also put many children and families under immense pressure and strain, with concerns about increased exposure to 'hidden harms' as well as lost learning and the impact of social distancing on children and young people's development and on their mental and emotional health and wellbeing too.
- value and investment in the social care workforce is also urgent, valuing the need of parity of esteem with NHS workers, including ensuring the workforce is appropriately and fairly rewarded for the invaluable work they do and have a pathway to career progression within a professionalised care sector.
- Integration of health and social care, where social care is at last seen as an equal partner to the NHS. This requires trusting and empowering local government to deliver and meet the needs of local communities and accelerating the move, away from health systems centred around hospitals to ones where health and social care systems focus on place-based communities; primary and community services and wellbeing, addressing people's physical health, mental health and social needs together.

When looking at the future of care and support, the Welsh Government also need actively promote the 'principle of subsidiarity' as a necessary underpinning feature of effective health, care and wellbeing and consider how this can be most effectively reinforced as part of the system.

The inadequacy of the current funding model for social care is now well known and there is a real need to invest time and resources to bring coherence and to design a system which is able to effectively meet both the demands which social care will face in the future.

A long-term, sustainable solution to the way social care is funded is essential if we are to deliver a system that is organised around the individual and their family which meets their needs and promotes their wellbeing with safe and high-quality services.

Given the immediacy of the severe economic challenges facing Wales and its communities, councils have previously called for an ambitious programme of investment in several capital programmes which could help rebuild Wales' community and economy. There remains a need to invest in our social care infrastructure. This is essential to help bring buildings up to modern standards. 'Extra-care' facilities have also been developed by a number of local authorities including in BCBC, at Maesteg, Ty Llwyn Derw, Ty Ynysawdre and Llys Ton, Kenfig Hill.

We believe there is scope for further investment in these if capital and revenue were made available at a national level. The 21st Century Schools initiative provides a model that could be used to support a jointly devised programme of work of long-term investment in the improvement and development of our social care infrastructure.

Local government has been broadly supportive of the commitments made in the Welsh Government Programme for Government that relate to social care and is committed to working with Welsh Government to achieve these ambitions. This includes the need to find a sustainable funding solution that enables us to meet our long-term care needs, something that local government has long been calling for.

The UK Government's announcement on 7 September which set out their plans for healthcare, adult social care and their funding plan, will result in Wales benefitting from around £700m from the additional funding raised. This additional funding provides the prospect of a significant opportunity for Wales to reform the social care system and help tackle the urgent priorities set out. Increased investment brings opportunities to develop sustainable long-term solutions.

Local government, through the WLGA, continue to meet with and discuss the need for long-term and sustainable funding with Ministers on a regular basis to help shape Welsh Government's thinking on how the additional funding could be used, reflecting local government's ambition and priorities for the future. In addition, WLGA Spokespeople for Health and Social Care continue to meet with the Minister for Health and Social Services to highlight the increasing concerns about the current pressures being experienced in social care and seeking discussions on potential actions now, that could be taken at a national level to help tackle and address the challenges being identified now across the Council.

As part of this we believe there is a need to develop a balanced approach that does not give one part of the system primacy over the other in dealing with the pressures facing social care and health in the short and long-term, with health and social care being treated with parity in the budget considerations, recognising that health and social care

are equal partners in the aspiration of delivering one seamless health and social care system for Wales, organised around the individual and their family.

Local government does not want to be in a position where we compete with health for investment in local services that address the health, social care and wellbeing needs of our citizens. We are partners and work together to deliver services, although we all know that we could and should do more to ensure there are seamless services from the citizen's point of view. But it must be recognised and addressed that the social care services that local authorities and our partners provide are not valued or understood by the public sadly, in the same way that citizens view the NHS – this is reflected in the fact that the public understand the need for further investment in health but do not call for the same investment in social care. We must continue to raise awareness with the public about the value of social care and its impact on people's wellbeing and independence.

A Member pointed out that every local authority and most providers have changed their recruitment practices. Having previously worked in Social Care, he explained how rewarding this is, ie the relationships you build, the staple feature you become in making a difference to people's everyday lives. In spite of all that, we were facing the biggest recruitment and retention crisis in living memory.

He advised that social care in this country has been underfunded for decades and the chickens are coming home to roost with an increasingly ageing population and significant numbers of people living longer with health needs.

A fair day's wage for a fair day's work, is fair. In too many situations, however, that simply was not the case. Social care colleagues in the past 18 months have done extraordinarily well, but their wages reflect differently. While there are many ethically responsible third sector and private providers, there are still that come where contractual obligations are less than favourable, for example employees having to pay for their own uniform, or the Real Living Wage not being paid.

He stated that pay needs improving, terms and conditions need improving and funding of the system needs improving.

It has come at no surprise, that successive UK governments have, since 1996, commissioned seven policy papers, five consultations, and four independent reviews into social care. Successive UK governments have also kicked recommendations into the long grass and not grasped the nettle in ensuring there is a unified health and social care system, where nobody falls between the gaps.

He explained there was a case here to look at, economies of scale.

The Leader mentioned that Councils are best placed to provide care and, while he did not disagree with this principle, he wondered if there is a half-way house whereby packages can be devised and delivered locally, but perhaps overseen more on a regional basis. He absolutely understood that bigger isn't always better in terms of service delivery and outcomes, but did think it needs analysis on a similar basis to Wales' economic footprint with regional deals.

He challenged UK and Welsh Governments to look internationally and learn from others, in particular, our neighbours in Scandinavia who properly recognise and their fund social care and health system, in this case by up to twice as much as the UK currently does. Hence part of the reason that Scandinavians enjoy the best quality of life in the world.

A Member pointed out that he was not an expert in Social Care, nor did he have the answers in terms of sustainable long-term solutions with regard to adequate support

being provided in this crucial work area. He too paid tribute to staff in due to their extraordinary efforts during the pandemic.

Whilst the subject of today's debate was how Social Care can be funded in future, Covid-19 had undoubtedly demonstrated the fragility of the Social Care system as a whole and that the experience should be a catalyst for some change.

Welsh Government had stated that future funding of the system would be challenging and that even if annual spend increased in the support of Social Care by 6%, as it did between 2017 and 2019, this was unlikely to meet future costs of demand for Social Care. Therefore, if this demand continues, as was expected, together with financial and workforce pressures also increasing, the need for a solution to the problems being experienced overall would be greater than ever.

He was aware that the Welsh Government had focussed on joining up Health and Social Care and attempting to prevent problems occurring or getting worse in the first instance. He therefore believed that with an ageing population likely to see a further increase in Social Care support being required, further funding avenues being sought for preventative measures to be put in place were critical for this Authority.

Audit Wales had recently published a report on Social Care which found that some Councils had increased their preventative services by starting a shift from Social Care per se, to preventative and community based provision. But to make this move successfully, there was a need to have sufficient preventative measures in place in the first instance.

He asked therefore, how well the Council was performing in preventative and community based provision, which ultimately over the longer term, will alleviate pressures in Social Care and also, how will funding be diverted in future to support preventative measures, while we still continue to be responsive to residents more immediate Social Care needs.

The Corporate Director – Social Services and Wellbeing confirmed that funding of Social Care was a political consideration which gave rise to very important political decisions having to be made, both in the past and the present time. This would undoubtedly continue to be the case also in the future.

One of her duties as a Statutory Officer, was to ensure that the Council had the level of resources required to adequately support the statutory duties in terms of providing Social Care, Safeguarding and Wellbeing services, the latter of which, where the Authority had made some significant progress in terms of fulfilling its Wellbeing Objectives, both through a Council and through some award winning and exemplar schemes obtained with third sector partners, an example being the 'Super Ages Scheme.' There was more work to do however, including putting together a Business Case in order to move to more preventative services, which are crucially important going forward.

In a professional capacity, she wished to advise that there was still a need to invest in Social Care provision as well as preventative services, brought about as a result of the pandemic and previous to this.

Pre-Covid-19, local authorities were still coming to terms with supporting an ageing population, the complexity of needs, through those individuals with a disability and those who as they get older in life develop health problems. As a result of the pandemic, now added to these issues were Long-Covid support requirements and delays in obtaining treatment for this and other medical ailments and diseases. People had also experienced long periods of isolation during Covid, as well as whilst shielding and had experienced de-conditioning as a result of being inactive for long periods during

lockdown. So a twinned track approach was needed in terms of investment in both Social Care and preventative services, in the short, medium and long term future, particularly since the pandemic.

Investment was also a priority she felt, to address the robustness of the Social Care workforce which was reaching a critical point, due to challenges regarding the recruitment and retention of staff across the board. Career pathways had to be developed to mitigate this, such as more effective pay and grading structures being put in place. ADSS Cymru have worked with officials from both Welsh Government and the WLGA, so that consideration can be given as to the best way to invest in Social Care in the future. This if realised, will give a better quality of care and lead then to better outcomes for those who received it.

The Leader picked up on some of the points made earlier in debate. He was pleased to confirm that regional solutions to regional problems surrounding Social Care were being looked at, through work which was effectively ongoing with Cwm Taf Morgannwg University Health Board, in conjunction with Rhondda Cynon Taf and Merthyr Councils and the third sector, in relation to commissioning of services at that level, through initiatives such as ICF Welsh Government funding.

Issues such as terms and conditions of staff were also being looked at with the assistance of partners, including the introduction of the Real Living Wage, as a minimum salary offering to Social Care staff. There was a problem however, in that there was not the level of interest being shown by members of the public seeking employment, in this type of work as there had been previously. Also to compound that, the private sector were still offering better terms of conditions both in this and other similar areas of employment which had not helped the situation. This was resulting in some shortages in labour across the economy in what was a competitive environment. This all culminated then, in difficulties in terms of both recruitment and retention of the workforce.

In terms of financial support, the Leader highlighted that there was a genuine and real opportunity, with £800m funding having been committed to Wales and he felt that this should focus upon Social Care including preventative services, as well as the NHS, based upon reasons of parity and need. Statutory Social Care support avenues continued to be very much available he added and importantly, such support was also continuing to be provided in recipients homes and community settings also.

A Member said that she did not dispute some of the points made today on this item of business and she was conscious of the fact that Welsh Government have endeavoured to reward Health and Social Care staff in Wales. She seen care providers making an easy profit at the expense of public money, due to them refusing all the complex packages of care requirements that are needed. Debate today had included the disparity of pay and terms of conditions for Health and Social Care staff when compared to NHS staff. The NHS staff received 41 days leave entitlement each year and had been offered a 4% pay rise.

Local Government staff were paid under the Green book and we have been informed, that our employers are not negotiating any further regarding this year's pay claim, which stands at 1.75% which is unacceptable, given that if this was not at 5.6%, it would actually mean a pay cut. Most of the staff were also in part time posts also in the Health Service, she added.

A Member concluded by stating how important it was to maintain both the quality and quantity of staff in the field of Health and Social Care, as employees there faced tough conditions in terms of the work they had to do. A considerable number of them on top of these hard working conditions, were also working a lot of extra hours, due to the high

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sickness levels experienced in the workforce due to the pressures of work, that had inevitably increased as a result of the pandemic.

595. **URGENT ITEMS**

None.

The meeting closed at 17:32

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

17 NOVEMBER 2021

REPORT OF THE CHIEF EXECUTIVE

PRESENTATION BY THE POLICE AND CRIME COMMISSIONER AND CHIEF CONSTABLE OF SOUTH WALES POLICE AND PROGRAMME OF PRESENTATIONS TO FUTURE MEETINGS OF COUNCIL

1. Purpose of report

- 1.1 The purpose of this report is to remind Members of the proposed programme of presentations to be delivered to future meetings of Council in 2021/22.

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

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

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

3. Background

- 3.1 Council will be accustomed to receiving periodically in the past presentations from its key stakeholders.

4. Current situation/proposal

- 4.1 At the meeting of Council on 17 November 2021, Members will receive a presentation from the Police and Crime Commissioner and Chief Constable of South Wales Police.

- 4.2 The following proposed presentations are due to be delivered to future meetings of Council, during 2021/22:-

Cwm Taf Morgannwg Health Board – 15 December 2021
South Wales Fire and Rescue Authority – 9 March 2022

- 4.3 External Invitee sessions may be subject to some change, based upon their availability on the dates so listed above.

5. Effect upon policy framework and procedure rules

- 5.1 There is no effect upon the 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.
- 6.2 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 arising from this report.

9. Recommendation

- 9.1 That Council notes that a programme of presentations will be delivered by the Council's partners, as referred to in paragraph 4.2 of the report during 2021/22.

Mark Shephard
Chief Executive
November 2021

Contact Officer: Mark Anthony Galvin – Interim Democratic Services Manager.

Telephone: (01656) 643148

E-mail: Mark.Galvin@bridgend.gov.uk

Postal Address

Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WP

Background Documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

17 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 Council of the necessity to revise the LDP Delivery Agreement (DA), and to seek approval of the amendments to the LDP Timetable and to the 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 a Local Development Plan (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 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 (June)	-

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 Council approve the revisions to the timetable and authorises the Group Manager Planning & Development Services to submit the revised Delivery Agreement (attached at Appendix 1) to Welsh Government; and

9.2 That Council provides delegated authority to the Group Manager Planning & Development Services to make any factual corrections or minor amendments to the Delivery Agreement as considered necessary.

Janine Nightingale

Corporate Directorate - Communities

Contact officer: Gareth Denning
Strategic Planning Policy Team Leader

Telephone: (01656) 643193

Email: Gareth.denning@bridgend.gov.uk

Postal address: Strategic Planning Policy
Communities Directorate
Civic Offices, Angel Street
Bridgend
CF31 4WB

Background documents: Appendix 1 - Revised Delivery Agreement
Appendix 2 - Equality Impact Assessment

November 2021

Cyngor Bwrdeistref Sirol



Bridgend County Borough Local Development Plan 2018-2033

Revised Delivery Agreement



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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-Crynwyl, 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
<p>Targeted Consultation on Draft DA</p>	<p>To seek views of stakeholders and consultees on the content of the Draft Delivery Agreement.</p>	<p>April 2018 – May 2018</p>	<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>	<p>Any comments will be considered and Draft Delivery Agreement amended if required.</p>	<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
<p>Consultation on Draft SA/SEA Scoping Report (5 weeks consultation)</p> <p>*statutory 5 week consultation to be undertaken at an appropriate juncture between July – September 2018</p>	To seek views of consultees on the content of the SA/SEA Scoping Report.	July 2018 – Sept 2018	<p>Development Planning Team</p> <p>Appropriate SA/SEA consultation bodies</p>	<p>Written Information dissemination via post and email</p> <p>Notices,</p> <p>Website</p> <p>Press</p> <p>Facebook & Twitter</p>	<p>Officer consideration of comments on SA/SEA Scoping Report and recommendation of amendments if required.</p> <p>A summary of comments received with SA/SEA Scoping Report presented to LDP Steering Group.</p> <p>A summary of comments received with SA/SEA Scoping Report presented to Council.</p>	Development Planning Team

Stage in the LDP preparation process	Purpose	Timescale	Who will be involved	Methods of involvement	Likely Outcomes & Reporting Mechanisms	Resources
<p>Call for Candidate Sites (8 week consultation)</p> <p>**statutory 8 week consultation to be undertaken at an appropriate juncture between September – December 2018.</p>	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	<p>Development Planning Team</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>Written Information dissemination via post and email</p> <p>Notices,</p> <p>Website</p> <p>Press</p> <p>Facebook & Twitter</p> <p>Bridgend's Magazine</p>	Develop and produce a site register to inform the Visioning and Strategic Options	<p>Development Planning Team</p> <p>ICT Support</p> <p>Printing Costs</p> <p>Postage Costs</p>

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

				Submission of 'Duly made' Representations. Facebook & Twitter Bridgenders Magazine		
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Stage in the LDP preparation process	Purpose	Timescale	Who will be involved	Methods of involvement	Likely Outcomes & Reporting Mechanisms	Resources
<p>Analyse consultation responses and prepare Consultation Report & update Deposit Plan and Report accordingly. *</p> <p>*A 'Focused change' consultation stage may be required to be built into the timetable as a result of evidence and consultation responses received etc.</p>	<p>This will provide the opportunity to consider all Representations received to the Deposit Plan, collate the responses and produce a feedback report.</p>	<p>Aug 2021 – Jun 2022</p>	<p>Development Planning Team</p> <p>LDP Officers / Members Group</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 (Incl. public)</p>	<p>Meetings</p> <p>Workshops</p> <p>Information dissemination via post and e-mail.</p> <p>Facebook & Twitter</p>	<p>Produce a Feedback report to Council on Representations received during Deposit of the LDP.</p> <p>Publish on Council Web-Site and place at Deposit Locations.</p> <p>Advise Stakeholders of Availability of Stakeholders Report</p> <p>Submission of Deposit LDP & supporting documents to Welsh Government for formal examination</p>	<p>Development Planning Team</p> <p>Other Council Staff</p> <p>External Consultants where necessary</p> <p>ICT support</p> <p>Independent Appraisers for SA(SEA)</p> <p>Printing Costs</p> <p>Postage Costs</p>

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
<p>Submission of LDP and associated Documents to Welsh Government and Planning Inspectorate which includes:</p> <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 	<p>To submit LDP and Associated documents to Welsh Government and Planning Inspectorate for Examination.</p>	<p>Jun 2022</p>	<p>Development Planning Team</p> <p>Programme Officer</p> <p>Welsh Government</p> <p>Planning Inspectorate</p>	<p>Formal Submission of LDP and Associated documents.</p>	<p>Service Level Agreement with Planning Inspectorate for conduct of the Examination.</p>	<p>Development Planning Team</p> <p>Appointment of Programme Officer for Independent Examination</p> <p>ICT Support</p> <p>Printing Costs</p> <p>Postage Costs</p> <p>Advertisement Costs</p>

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
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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
- Ogmore 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

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

*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				
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
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.

	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			

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 (Prep-Deposit Participation & Consultation) of the Replacement LDP Process.</p>	No change required to the Delivery Agreement.
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Officer Amendments

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>

	<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
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

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

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.

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

	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.

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.

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

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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’.**

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

	<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
Bridgend PSB Health Impact Assessment Workshop	BCBC Offices – 12/07/2019 – 19 people attended representing Natural Resources Wales, Bridgend College, Valleys to Coast	Population groups potentially impacted by the plan were identified as: <ul style="list-style-type: none"> • Older adults – the importance of recognising the needs of the ageing 	

	<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>

		<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>
<p>Planning Aid Preferred Strategy Consultation with Community and Town Councils</p>	<p>Five events held between 23/09/2019 and 04/11/2019 at Maesteg Town Hall, Ynysawdre Parish Room, Brackla Community Hall,</p>	<p>Summary of main issues:</p> <p>Provision of necessary infrastructure – negative impact of traffic congestion, hit and miss accessibility of public transport</p>	

	<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 	

	<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)
	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>

				<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>	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>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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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.

Policy SP5 seeks to promote connectivity for all by maximising opportunities for active travel

					<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>

				<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>

				<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>

				<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>

				<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>

				<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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					<p>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.</p>
Transgender			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</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>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>
<p>Marriage and Civil partnership</p>			<p>X</p>	<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>

				<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)
	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>

				<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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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.

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.

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

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.

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.

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.

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.

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

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.

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.

Policy SP6 states that, of the 7,575 homes required for the plan period, 1,977 number of

				<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
	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>

				<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:	
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:
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.
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

		<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
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

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:

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

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 COUNCIL

17 NOVEMBER 2021

REPORT OF THE INTERIM CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE AND SECTION 151 OFFICER

2022-23 COUNCIL TAX BASE

1. Purpose of report

- 1.1 The purpose of this report is to provide Council with details of the council tax base and estimated collection rate for 2022-23 for approval.

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 council tax base determines the amount of council tax which can be raised to fund the Council's budget. The budget strategy is an integral part of the Corporate Planning process.

3. Background

- 3.1 Under the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council tax base) (Wales) Regulations 1995, as amended, the Council is required to set the council tax base upon which council tax is levied by the authority and other precepting bodies, for the following financial year, prior to 31st December each year. This information is required by the Welsh

Government to allocate the Revenue Support Grant (RSG) to local authorities and by the Council to calculate the council tax required to fund the 2022-23 budget.

- 3.2 The council tax base is the measure of the relative taxable capacity of different areas within the County Borough and is calculated in accordance with prescribed rules. Every domestic property in the County Borough has been valued by the Valuation Office. Once valued, properties are allocated one of nine valuation bands (Bands A to I). Each band is multiplied by a given factor to bring it to the Band D equivalent as set out in the table below:

Valuation Band	Tax Proportion	Percentage of Band D
A	6/9	67%
B	7/9	78%
C	8/9	89%
D	9/9	100%
E	11/9	122%
F	13/9	144%
G	15/9	167%
H	18/9	200%
I	21/9	233%

- 3.3 The Tax Base represents the number of chargeable dwellings in the area expressed as Band D equivalents, taking into account the total number of exemptions, discounts and disabled band reductions, with the net tax base calculated by taking account of the Council's estimated collection rate. Council tax is measured in 'Band D' equivalents as the standard for comparing council tax levels between and across local authorities.

4. Current situation/proposal

- 4.1 The gross estimated council tax base for 2022-23 is 55967.70 Band D equivalent properties and the estimated collection rate is 97.5%. The net council tax base is, therefore, 54568.51. The estimated collection rate has been kept at 97.5%, to reflect the current economic circumstances surrounding the Covid-19 pandemic, the higher number of citizens facing economic hardship and current collection rates.
- 4.2 The council tax base is provided to Welsh Government and is used to calculate the amount of Revenue Support Grant that a local authority receives in the Local Government Revenue Settlement. In order to ensure consistency across Wales no account is taken of Councils' assumptions about collection rates. For the purpose of distributing RSG, collection rates are assumed to be 100 per cent. The amount of council tax due for a dwelling in Band D is calculated by dividing the annual budget requirement to be funded by taxpayers by the council tax base. A set formula is then used to calculate the liability for the remaining eight Bands.

4.3 The council tax element of the Council's budget requirement will be based on the net council tax base of 54568.51. Although the Council calculates the tax base for the whole of the county borough, separate calculations are provided for each town and community council. This council tax base is used by precepting authorities in calculating their own individual precepts. Town and community councils base their precepts on the tax base for each town and community area and details of these are shown in **Appendix A**.

5. Effect upon policy framework and procedure rules

5.1 The council tax base is set in accordance with the policy framework and budget 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. 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 These are outlined in the report.

9. Recommendation

9.1 It is a requirement for the council tax base to be set in order that it can be submitted to the Welsh Government for use in the RSG, and used by Councils and levying bodies to set precepts.

Council is recommended:

- to approve the council tax base and collection rate for 2022-23 as shown in paragraph 4.1 of this report.
- to approve the tax bases for the town and community council areas set out in **Appendix A**.

Gill Lewis
Interim Chief Officer – Finance, Performance and Change, and Section 151
Officer
4 November 2021

Contact Officer: **Helen Rodgers**
Revenues Manager

Telephone: (01656) 643194

Email: Helen.Rodgers@bridgend.gov.uk

Postal address: Raven's Court
Brewery Lane
Bridgend CBC
CF31 4AR

Background documents

None

Estimated County Borough Tax Base 2022-23

Town and Community Council Area	Total Tax Base (No. Band D Equivalent Properties)	Estimated Collection Percentage	Net Tax Base (No. Band D Equivalent Properties)
Brackla	4276.50	97.5%	4169.59
Bridgend	6087.48	97.5%	5935.29
Cefn Cribwr	555.34	97.5%	541.46
Coity Higher	4197.38	97.5%	4092.45
Cornelly	2640.50	97.5%	2574.49
Coychurch Higher	352.14	97.5%	343.34
Coychurch Lower	659.69	97.5%	643.20
Garw Valley	2328.86	97.5%	2270.64
Laleston	5144.03	97.5%	5015.43
Llangynwyd Lower	171.03	97.5%	166.75
Llangynwyd Middle	1063.19	97.5%	1036.61
Maesteg	5751.00	97.5%	5607.22
Merthyr Mawr	152.42	97.5%	148.61
Newcastle Higher	1787.81	97.5%	1743.11
Ogmore Valley	2641.67	97.5%	2575.63
Pencoed	3538.91	97.5%	3450.44
Porthcawl	8276.59	97.5%	8069.67
Pyle	2574.36	97.5%	2510.00
St Brides Minor	2368.89	97.5%	2309.67
Ynysawdre	1399.91	97.5%	1364.91
Total County Borough	55967.70	97.5%	54568.51

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

17 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 Council's approval to amend the Constitution to incorporate the revised Financial Procedure Rules.

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.

- 2.2 The Constitution governs the operation of the Council and thereby provides a direct link to the Corporate Plan and all of 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 A report was presented to Cabinet on 16th November 2021 to approve the revised Financial Procedure Rules. A copy of the revised rules is attached to this report at **Appendix 1** for information.

4.3 The revised Financial Procedure Rules now need to be incorporated into the Constitution.

5. Effect upon policy framework and procedure rules

5.1 The Constitution governs the operation of the Authority and thereby has an effect upon the operation of the Policy Framework. The Financial Procedure Rules are a fundamental part of the Council's 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. 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. Recommendation

- 9.1 Council is recommended to approve amendment to the Constitution to incorporate the revised Financial Procedure Rules as set out in **Appendix 1**.

Gill Lewis

INTERIM CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

November 2021

Contact Officer: Deborah Exton
Deputy Head of Finance

Telephone: (01656) 643604

E-mail: deborah.exton@bridgend.gov.uk

Postal Address: Bridgend County Borough Council
Raven's Court
Brewery Field
Bridgend
CF31 4AP

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 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 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 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 relevant 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.

Part 5 Codes and Protocols

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.
- 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 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) a probable out-turn for the current year;
 - (b) a revenue budget for the forthcoming year detailing the Budget Heads over which that budget is allocated to specific services and service programme areas;

Part 5 Codes and Protocols

- (c) a 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;
- (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) a 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 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

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Officer following consideration by the Cabinet. Virement proposals must also be approved by the Council if they:

- a) imply a change in a plan, policy or strategy which would be contrary to the existing policy framework;
- b) have a major operational impact on existing service provision;
- c) are contrary to or not wholly in accordance with the Budget;
- d) 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 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

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outturn position as well as that of the Council as a whole. Chief Officers will be notified of successful earmarked reserves.

- 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 their budget and excludes, amongst other things:
- Central 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) those capital expenditure items proposed to commence during the next three years as a minimum;
 - (b) 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) land purchases, design planning consents and relevant studies are sufficiently advanced to ensure that the proposed year of start of a scheme is feasible;
 - (b) the level of expenditure envisaged is realistic, following a full feasibility assessment, and taking into account the Chief Finance

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Officer's forecast of capital resources available and the ability of each service directorate to meet the consequential costs resulting from 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 estimates.

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

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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 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.
- 3.4.12 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 Finance 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:

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- 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 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 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 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 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.

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- 5.2 Each Chief Officer will maintain contract registers showing for each contract under their control which has a value greater than £50,000:
- (a) the contract sum;
 - (b) the value of any extras or variations to the contract;
 - (c) the amounts and dates of any instalments made;
 - (d) the amount of any retentions held or bonds taken under any contract;
 - (e) 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 the cost of the variation;
 - (b) 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 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.
- 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 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.

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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 utilities;
- (b) periodical payments;
- (c) petty cash purchases;
- (d) purchases made using Purchasing Cards;
- (e) works, goods and services subject to formal written contracts, or excepted from this requirement by the Chief Finance Officer.
- (f) Framework 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 description of the works, goods and services ordered;
- (b) the name and address of the supplier;
- (c) an estimate of the cost;
- (d) the financial code to which the cost is to be charged;
- (e) 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 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 use of buildings, plant, vehicles and equipment. No officer other than the

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Chief Finance Officer may enter 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.
- 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 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, the 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 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 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.
- 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:

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- (a) the work, goods or services to which the account relates have been received, carried out, examined and approved;
 - (b) the invoice satisfies VAT regulations and that prices, extensions, calculations, trade discounts, other allowances and credits are correct;
 - (c) the relevant expenditure has been properly incurred and is within the relevant estimate provision;
 - (d) the financial code to which the expenditure is to be charged is correct and sufficient budget is available;
 - (e) 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 entries have been made in inventories, stores records or stock books as required;
 - (g) the account has not been previously passed for payment and is a proper liability of the Council;
 - (h) 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.
- 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.
- 9.9 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 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.

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- 9.10 Changes to on-line authorising officers shall be notified to the Chief Finance Officer immediately.
- 9.11 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. Any prolonged overdrawn balance on an imprest holder's bank 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 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.

11. Purchasing Cards

- 11.1 Where appropriate, a purchasing 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.

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- 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 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, 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 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 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

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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 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.

13. Salaries, wages and Members' allowances

- 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.
- 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, resignations, dismissals, suspensions, secondments, and transfers;
 - (b) absences from duty for sickness or other reason, apart from approved leave with pay;
 - (c) changes in remuneration, other than normal increments and pay awards;
 - (d) information necessary to maintain records of service for superannuation, income tax, national insurance etc.;
 - (e) any failure to comply with Council or statutory regulations.
- 13.3 Appointments of all employees shall be made in accordance with the regulations of the Council and the approved establishment, gradings and rates of pay.
- 13.4 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.

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13.5 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.

13.6 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).

14. Officers fees, travelling and subsistence allowances

14.1 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.

14.2 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.

14.3 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.

14.4 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.

15. Banking arrangements and cheques

15.1 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.

15.2 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.

15.3 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,

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along with specimen signatures, for all such accounts. Any change in signatory shall be reported to the Chief Finance Officer immediately.

- 15.4 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.
- 15.5 The Chief Finance Officer shall be authorised to:
- (a) nominate officers empowered to authorise payment out of these bank accounts;
 - (b) negotiate charges with the Council's bankers.
- 15.6 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.
- 15.7 The Chief Finance Officer shall ensure that appropriate arrangements are in place to facilitate the monthly reconciliation of the Council's Bank Accounts.

16. Income

- 16.1 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.
- 16.2 Except as agreed between the Chief Finance Officer and the Chief Officer concerned, all receipt books 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.
- 16.3 In carrying out this function, each Chief Officer shall ensure that any officer of the staff engaged in the collection of money:
- (a) maintains a record of receipts and bankings in a form approved by the Chief Finance Officer;
 - (b) pays without delay any money collected either:
 - i) to the approved officer;
 - ii) to a security firm employed by the Chief Finance Officer for this purpose; or
 - iii) to one of the Council's main bank accounts or via outlets of the nominated collector(s) as agreed by the Council.

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- (c) 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;
 - (e) makes good any shortfalls in cash collected and identifies any surpluses;
 - (f) in the case of cheques received, enters on any paying-in slips details with the cheque or provides supporting evidence and a reference to the related debt.
- 16.4 Personal cheques shall not be cashed out of the money held on behalf of the Council.
- 16.5 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.
- 16.6 Any officer holding a cash float shall be personally responsible for making good any deficiencies in that account.
- 16.7 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. 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.

17. Fees and Charges

- 17.1 The Council has a Fees and Charging Policy to support the Medium Term Financial Strategy. It is intended to provide a consistent and co-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.
- 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.
- 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

Part 5 Codes and Protocols

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 to enable officers to comply with HMRC VAT regulations.

Section C - Security and Assets

19. Security

- 19.1 The Chief Finance Officer shall have overall responsibility to the Council for security of Council property.
- 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 their custody.
- 19.3 Maximum limits for cash holdings shall be agreed with the Chief Finance Officer.
- 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.
- 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.

20. Data Protection

- 20.1 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.
- 20.2 Each officer shall be responsible for maintaining proper security, privacy and compliance with the Data Protection Act 2018 and UK GDPR in respect of information held.
- 20.3 Each Chief Officer shall have a duty to notify the Data Protection Officer of any computer system in their Directorate which holds personal data .
- 20.4 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.

Part 5 Codes and Protocols

- 20.5 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.
- 20.6 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.

21. Stocks and stores

- 21.1 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 that stocks are adequate but not excessive for the purpose envisaged;
 - (b) maintain accurate and up to date records of such stocks and stores and ensure that a stocktake is undertaken at year end and the certificate is submitted to Finance;
 - (c) provide the Chief Finance Officer with such information as he requires in relation to stores for accounting, costing and financial records.
- 21.2 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.
- 21.3 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.
- 21.4 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.

22. Investments, borrowings and trust funds

- 22.1 The Council has adopted the Chartered Institute of Public Finance and Accountancy (CIPFA)'s Code of Practice on Treasury Management in the Public Services.
- 22.2 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 in advance of the start of each financial year. The Strategy must include a Borrowing Strategy, Investment Strategy and set the Council's Treasury Management Indicators for the forthcoming financial year.

Part 5 Codes and Protocols

- 22.3 All investment and borrowing transactions shall be undertaken in accordance with the Treasury Management Strategy with due regard to the requirements of CIPFA's Code of Practice on Treasury Management in the Public Services.
- 22.4 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.
- 22.5 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.
- 22.6 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.
- 22.7 The Chief Finance Officer will have a duty to ensure a proper, efficient and effective mix of borrowing and investments.
- 22.8 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.

23. Inventories

- 23.1 Each Chief Officer shall be responsible for the plant, vehicles, machinery, equipment, tools, furniture and other non-consumable property in the Directorate and shall have a duty to:
- (a) maintain an up to date inventory of such goods;
 - (b) carry out an annual physical check on goods listed in the inventory;
 - (c) as far as is practicable see that such goods are marked as Council property;
 - (d) ensure that such goods are not removed or used except in accordance with the ordinary course of the Council's business.
- 23.2 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.

Part 5 Codes and Protocols

24. Insurances

24.1 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 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 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.

24.2 A Chief Officer will have a duty to:

- (a) 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 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 provide any information required by the Chief Finance Officer or the Council's Insurers to progress a claim;
- (d) assist the Chief Finance Officer to comply with the "duty of fair presentation" contained in the Insurance Act 2015 by disclosing all relevant information.

24.3 The Chief Finance Officer shall review of all insurances at least annually, in consultation with other Chief Officers as appropriate.

Part 5 Codes and Protocols

24.4 No indemnity shall be given in the name of the Council without the prior approval of the Chief Finance Officer.

25. Prevention of Theft, Fraud and Corruption

25.1 The Chief Finance Officer is responsible for advising on effective systems of internal control to prevent fraud and corruption.

25.2 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.

25.3 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.

25.4 The Council employs a corporate Senior Fraud 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 Senior Fraud Investigator for investigation where appropriate.

25.5 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.

25.6 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.

26. Estates

26.1 The Chief Executive Officer shall maintain a register and appropriate records detailing all properties owned by the Council including:

- (a) purpose for which held;
- (b) location, extent, and plan reference;
- (c) particulars of nature of interest held;
- (d) purchase details;
- (e) rents payable;

Part 5 Codes and Protocols

(f) particulars of tenancies granted.

26.2 The Chief Finance Officer will maintain an asset register of all Council assets.

26.3 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 on the Council's Asset Register in a timely manner, and as soon after disposal as possible.

28. Protection of private property

28.1 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.

28.2 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.

28.3 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.

Part 5 Codes and Protocols

28.4 Where a Chief Officer is required as part of 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.

29. Risk Management

29.1 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.

29.2 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.

29.3 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 COUNCIL

17 NOVEMBER 2021

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

INFORMATION REPORTS FOR NOTING

1. Purpose of report

- 1.1 The purpose of this report is to inform Council of the Information Reports for noting which have 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 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 At a previous meeting of Council, it was resolved to approve a revised procedure for the presentation to Council of Information Reports for noting.

4. Current situation/proposal

4.1 Information Reports

The following Information Reports have been published since the last meeting of Council:-

<u>Title</u>	<u>Date Published</u>
Electoral Arrangements In Coity Higher Community Council	11 November 2021
Urgent Delegated Decision	11 November 2021

4.2 Availability of Documents

The documents have been circulated to Elected Members electronically via Email and placed on the Bridgend County Borough Council website. They are available from the above 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 Council acknowledges the publication of the documents listed in this report.

K Watson

Chief Officer Legal and Regulatory Services, HR and Corporate Policy

9 November 2021

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

Background documents: None.

BRIDGEND COUNTY BOROUGH COUNCIL

INFORMATION REPORT TO COUNCIL

17 NOVEMBER 2021

REPORT OF THE CHIEF EXECUTIVE

ELECTORAL ARRANGEMENTS IN COITY HIGHER COMMUNITY COUNCIL

1. Purpose of report

- 1.1 The purpose of this report is to inform Council of a Community review of electoral arrangements in the Coity Higher Community Council following a formal request during the recent Boundary Review, due to the significant increase in electorate in the Coity ward of the Community 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 objective under the **Well-being of Future Generations (Wales) Act 2015**:-
- **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 Local Democracy and Boundary Commission for Wales review was reported to Council at the meeting on the 20 October 2021. Whilst there was recognition of the significant changes to the electorate in the Coity ward, they made no consequential changes recommended to the Coity Higher Community Council (CHCC). A formal request has been received from CHCC to review the electoral arrangements to improve the parity between the the three wards, Coity, Litchard and Pendre prior to the Local Elections in May 2022.

4. Current situation/proposal

- 4.1 The Council will be undertaking a full Community Review from next year but such a review requires extensive consultation and will take many months to complete with any changes being effective for the Local Government Elections in 2027.
- 4.2 CHCC currently has three wards: Coity with 2 members (3,566 electorate), Litchard with 5 members (2,172 electorate) and Pendre with 4 members (1,777 electorate) . There has been a significant increase in CHCC electorate with the large housing development at Parc Derwyn that has created the disparity and they have made a formal request for the parity between the wards to be reviewed.
- 4.2 Normally, the council would prefer to undertake a full community review of CHCC including looking at the boundaries that make up the wards, whether there should be more or less wards and look at the electoral arrangements at the same time.

Following on from the conclusion of the Electoral Boundary review, there is not sufficient time to prepare a proposal, consult and make final recommendations prior to the publication of the Notice of Election for the Local Elections in May 2022.

- 4.4 However, as the Council has received a formal request from CHCC, there is sufficient time to undertake just a review of the electoral arrangements providing there are no major objections received, which is likely to lead, if approved, to a re-balancing of the number of elected members for each ward, based on current population numbers. The Terms of Reference for the review are attached at Appendix 1. At the conclusion of the consultation period, an Order will be made by the Boundary Commission to implement the recommendations which must be made prior to the the Publication of the Notice of Election at the end of March 2022.

5. Effect upon policy framework and procedure rules

- 5.1 There is no direct effect upon the policy framework and procedure rules in respect of this information report. There will subsequently been amendments to the Constitution which will be presented to Council at a later date.

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 arising from this review for the Council, any work will be undertaken within existing budgets.

9. Recommendation

- 9.1 To note the proposed review of the electoral arrangements in Coity Higher Community Council.

Mark Shephard
Chief Executive Officer
November 2021

Contact Officer: Gary Ennis
Group Manager Buisness Support

Telephone: (01656) 643609

E-mail: gary.ennis@bridgend.gov.uk

Postal address: Elections Office
Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents

Review of the Electoral Arrangements of the County Borough of Bridgend - Final Recommendations Report: -
https://ldbc.gov.wales/sites/ldbc/files/review/Bridgend%20Final%20Report_e_7.pdf
Letter from Coity Higher Community Council

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BRIDGEND COUNTY BOROUGH COUNCIL

**REVIEW OF ELECTORAL ARRANGEMENTS FOR THE
CITY HIGHER COMMUNITY COUNCIL WARDS**

TERMS OF REFERENCE

**BRIDGEND COUNTY BOROUGH COUNCIL
REVIEW OF ELECTORAL ARRANGEMENTS
TERMS OF REFERENCE**

Introduction.....

Why are we undertaking this review.....

What is the aim of the review.....

What can be considered under this review.....

Who will undertake the review.....

Public Consultations and Submissions.....

Timetable for Review.....

Supporting Information.....

Appendix A – Electorate Summary.....

Introduction

Bridgend County Borough Council is conducting a review of electoral arrangements to consider a request received from Coity Higher Community Council to revise the parity between the number of Community Councillors in one of their Community Wards, namely Coity due to the significant expansion in new homes. The current wards in Coity Higher are Coity with 2 members (3,566 electorate), Litchard with 5 members (2,172 electorate) and Pendre with 4 members (1,777 electorate)

The first stage of the review is to ask all interested parties to consider this proposal and submit their views of support or objection for this change. All submissions will then be considered and final proposals drawn up and made available for further public consultation. If there are no objections, then the final proposals will be drawn up, published and adopted.

The review will start on 17th November 2021 with final recommendations being provisionally scheduled to be submitted for adoption in March 2022

Why are we undertaking this review?

Bridgend County Borough Council has received an official request from Coity Higher Community Council to review the Community Councillor ratio for the Coity ward with the aim to revise the disparity between the wards.

What is the aim of the review?

Bridgend County Borough Council aims to ensure that community governance reflects the identities and interests of the community and that it is both effective and convenient.

What can be considered under this review?

This review will only look at the number of Community Councillors in the Coity ward. This is due to timescales as Local Election will take place in May 2022 and has to be finalised by the publication of Notice of Election.

Who will undertake this review?

Bridgend County Borough Council is responsible for undertaking the review within its area. It will consider all representations made at each stage of the review process. The review will be conducted under Section 31 of the Local Government (Democracy) (Wales) Act 2013. On completion of the review the Council may propose and make changes to the number of Councillors representing the Coity Ward.

Public Consultation and Submissions

When undertaking the review Bridgend County Borough Council is required to undertake such steps as it thinks fit to ensure that persons who may be interested in the review are informed of the proposal to conduct it and are informed of any draft proposals or recommendations. Bridgend County Borough Council undertakes to meet these duties by writing to:

- The Community Council, namely Coity Higher Community Council
- The Councillors representing the Coity, Litchard and Pendre Electoral Divisions
- The Senedd Member representing Bridgend Constituency,
- The Regional Senedd Members for South Wales West region,
- The Member of Parliament representing the Bridgend Parliamentary Constituency, and
- Local branches of political parties.

Bridgend County Borough Council will also give official notice at different stages of the review, deposit copies of reports and documents at the Council's Election Office and place appropriate documents on the Council's corporate website.

Comments and submissions may be made at two stages of the review, the draft proposals and then final proposals and recommendations.

All comments and submissions will be given due consideration in the review if the following criteria are met: -

- Comments shall be received on the pro-forma submissions form or a form to like effect.
- Comments are received by midnight of the timetabled deadline.
- All comments are received with a name and address identifying the sender. Anonymous submissions will not be accepted, though personal details of members of the public will not be made public. Submissions from representative bodies and persons such as Councillors and Members of the Senedd etc will be named within the report.
- Where an organisation or an individual is making submissions concerning the proposal, they shall show how either maintaining the status-quo or making changes are desirable in the interests of effective and convenient local government.
- Bridgend County Borough Council will publish its recommendations as soon as practicable and take such steps as it considers sufficient to ensure that persons who may be interested in the review, including all persons that made a valid submission, are informed of the recommendations and the reasons behind them.

Timetable for the Review

The review will start on 17th November 2021 with final recommendations being provisionally scheduled prior to the Local Elections in May 2022. Any changes that occur as a result of the review process would then come into effect for the Local Government Elections which are scheduled for May 2022.

Action	Period	Date
Start of Review		17 November 2021
Draft Proposal Consultation i.e. Publish Draft proposals and Public Consultations period	6 Weeks	24 November 2021 - 5 th January 2021
Consideration of submissions received		6 th January 2022 13 th January 2022
Final Proposal Consultation/Publication i.e. Publish final proposals and recommendations	6 Weeks	13 th January 2022 28 th February 2022

Supporting Information

Further information relating to the review, including electorate figures, and maps showing existing boundaries are available at the Council's Elections Office and the

Council's Electoral Service Website.

Elections Office
Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB
www.bridgend.gov.uk

Appendix A

Electorate Summary

Community Council	Council Electorate	No. Of Cllrs at present	Cllr/Elector Ratio	Proposed number of Cllrs	Cllr/Elector Ratio
Coity Higher – Coity Ward	3,566	2	1,783	5	713
Coity Higher – Litchard Ward	2,172	5	434	4	543
Coity Higher – Pendre Ward	1,777	4	444	4	444



COITY HIGHER COMMUNITY COUNCIL

Chair: Councillor Alan Wathan
Vice-Chair: Councillor Martin Williams

PO Box 357
Bridgend
CF319NT

Tel/Ffôn: 07949451690

E-mail/E-bost: clerkcoityhighercc@hotmail.co.uk

Website/Gwefan:

www.coityhighercommunitycouncil.co.uk

20th November 2020

Mr G Ennis
Group Manager - Business Support
BCBC Civic Offices
Angel Street
Bridgend
CF31 4WB

Dear Gary

I'm writing on behalf of the Members of Coity Higher Community Council in respect of the Local Boundary Review and in particular its impact on our council. We've been advised that the community boundaries are a matter for BCBC, not the local government boundary review panel.

The council expressed its concerns during the consultation period and directly to the Minister, following the final report. Although we had several concerns regarding the BCBC boundaries, our primary concern was, and still is, regarding the community boundaries and the disparity between each one.

At present Coity, Litchard and Pendre have 2, 5 & 4 Councillors respectively, despite Coity now being the most populous ward. We are concerned that this was not addressed within the boundary review. We are further concerned that any delay to implementation due to COVID-19 may result in the status quo being maintained into the 2022 Local Government elections. This would be unfair and leave the residents of the Coity ward under-represented.

It is the council's view that regardless of what happens at BCBC level, where the proposal is to create a single Coity Higher ward, the 3 community wards should be maintained, but re-balanced to reflect the population as it is projected to be in May 2022.

The council is also of the view that due to the considerable development that's taken place in Coity Higher, that this is a unique case within BCBC that requires particular attention.

I look forward to receiving your response on this matter so that I can report back to our Members at our next meeting on 10th December 2020.

Yours sincerely



Ann C. ~~Harris~~
Clerk to the Council/
Clerc y Cyngor

BRIDGEND COUNTY BOROUGH COUNCIL

INFORMATION REPORT TO COUNCIL

17 NOVEMBER 2021

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

URGENT DELEGATED DECISION

1. Purpose of report

- 1.1 To report to Council a delegated decision executed as a matter of urgency under Scheme A 1.1 of the Scheme of Delegation of Functions.

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.

3. Background

- 3.1 Decisions taken as a matter of urgency must be reported to Council in accordance with Paragraph 18 of the Overview & Scrutiny Procedure Rules which are to be found at Part 4 of the Constitution.

4. Current situation/proposal

- 4.1 The urgent decision taken and therefore by-passing the call-in procedure (as set out in paragraph 19 of Part 4 Rules of Procedure within the Constitution), is summarised below:-

Scheme A 1.1

CMM-PS-21-135 - Land purchase at Brackla Industrial Estate, Bridgend.

5. Effect upon policy framework and procedure rules

5.1 This report has no effect 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. 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 relating to the report.

9. Recommendation

9.1 It is recommended that Council notes the report.

K Watson

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

9 November 2021

Contact officer: **Andrew Rees**
Democratic Services Officer

Telephone: (01656) 643147

Email: cabinet_committee@bridgend.gov.uk

Postal address: Democratic Services Section
Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend

Background documents: The Council's Scheme of Delegation (of Functions)