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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: Wednesday, 8 March 2023

Dear Councillor,

CABINET

A meeting of the Cabinet will be held Hybrid in the Council Chamber, Civic offices, Angel Street, Bridgend / remotely - via Microsoft Teams on **Tuesday, 14 March 2023 at 14:30.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 3 - 26
To receive for approval the Minutes of 17/01/2023 and 07/02/2023
4. Re-development of Cosy Corner 27 - 32
5. Well-Managed Highway Infrastructure, A Code of Practice 2016 -Uk Roads Liaison Group and The County Surveyors Society Wales (Csw) Risk Based Approach to Highway Management 33 - 42
6. Public Space Protection Order - Dog Control Consultation 43 - 48
7. Tennis Court Improvements and Community Asset Transfer Fund Change Of Use 49 - 62
8. Result of Tender of Annual Insurance Policies 63 - 66
9. Non-Domestic Rates: Discretionary Relief: Retail, Leisure and Hospitality Rates Relief Scheme 2023-24 67 - 76
10. Temporary Accommodation for Homelessness 77 - 82

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|-----|---|-----------|
| 11. | <u>Estyn Inspection Outcomes For Afon Y Felin Primary School, Pil Primary School, Corneli Primary School and Brynmenyn Primary School</u> | 83 - 88 |
| 12. | <u>Additional Learning Needs Transformation Grant</u> | 89 - 92 |
| 13. | <u>Service Level Agreement between HM Prison and Probation Service (HMPPS) and Bridgend County Borough Council for Children and Young People held at HM Prison Parc Young Offenders Institution (YOI)</u> | 93 - 110 |
| 14. | <u>Fostering Friendly Employer Policy</u> | 111 - 120 |
| 15. | <u>Cabinet, Council and Overview and Scrutiny Forward Work Programmes</u> | 121 - 138 |
| 16. | <u>Urgent Items</u> To consider any items of business that by reason of special circumstances the chairperson is of the opinion should be considered at the meeting as a matter of urgency in accordance with paragraph 2.4 (e) of the Cabinet Procedure Rules within the Constitution. | |
| 17. | <u>Exclusion of the Public</u> The following item is not for publication as it contains exempt information as defined in Paragraphs 14 and 16 of Part 4 and Paragraph 21 of Part 5, Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) (Wales) Order 2007. If following the application of the public interest test Cabinet resolves pursuant to the Act to consider this item in private, the public will be excluded from the meeting during such consideration. | |
| 18. | <u>Approval of Exempt Minutes</u> To receive for approval the exempt minutes of 07/02/2023 | 139 - 140 |

Note: This will be a Hybrid meeting and Members and Officers will be attending in the Council Chamber, Civic Offices, Angel Street Bridgend / Remotely via Microsoft Teams. 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:

JC Spanswick
 N Farr
 W R Goode

Councillors

J Gebbie
 HJ David
 HM Williams

Councillors

JPD Blundell

CABINET - TUESDAY, 17 JANUARY 2023

MINUTES OF A MEETING OF THE CABINET HELD HYBRID IN THE COUNCIL CHAMBER CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB / REMOTELY VIA MICROSOFT TEAMS - CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON TUESDAY, 17 JANUARY 2023 AT 14:30

Present

Councillor HJ David – Chairperson

JC Spanswick
JPD Blundell

W R Goode

J Gebbie

HM Williams

Apologies for Absence

N Farr

Officers:

| | |
|--------------------|--|
| Rachel Keepins | Democratic Services Manager |
| Carys Lord | Chief Officer - Finance, Performance & Change |
| Claire Marchant | Corporate Director Social Services and Wellbeing |
| Janine Nightingale | Corporate Director - Communities |
| Kelly Watson | Chief Officer Legal, HR and Regulatory Services |
| Julie Ellams | Democratic Services Officer - Committees |
| Mark Shephard | Chief Executive |
| Lindsay Harvey | Corporate Director Education and Family Support |
| Michael Pitman | Technical Support Officer – Democratic Services |
| Andrew Thomas | Group Manager Sports & Physical Activity |

107. DECLARATIONS OF INTEREST

The following declarations were made:

Councillor Hywel Williams – Prejudicial interest- Item 9, Council Tax Premiums – Long Term Empty Homes and Second Homes – Outcome of Consultation

Councillor Jon Paul Blundell – Prejudicial interest - Item 7, Capital Programme Update - Quarter 3 Report 2022-23, Governor of Bryntirion Comprehensive School.

108. APPROVAL OF MINUTES

RESOLVED: That the minutes of the meeting of Cabinet of 13 December 2022 be approved as a true and accurate record.

109. CALL-IN OF CABINET DECISION: PORTHCAWL WATERFRONT REGENERATION: APPROPRIATION OF LAND AT GRIFFIN PARK AND SANDY BAY

The Chief Officer Legal and Regulatory Services, HR and Corporate Policy presented a report to Cabinet with the findings and recommendations of the Subject Overview and Scrutiny Committee 2 from their meeting held on 3 November 2022, following a Call In of a decision of Cabinet in relation to Porthcawl Waterfront Regeneration: Appropriation of Land at Griffin Park and Sandy Bay.

The Chief Officer Legal and Regulatory Services, HR and Corporate Policy explained that Members of the Overview and Scrutiny Committees requested that the executive

decision made by Cabinet on the 18th of October 2022, be called in. The Committee had their meeting on the 3rd of November and they considered the proposed decision by Cabinet, including the reasons for the decision taking into account whether the decision was in line with corporate priorities and policies. Following its examination of the decision and detailed discussions with the Leader, the Cabinet Member for Regeneration and officers invited, the Committee concluded that the decision would not be referred back to Cabinet for reconsideration, but they did make the following recommendation. Having regard to concerns expressed to Members by Porthcawl residents, views shared by public speakers and questions from Members, that Cabinet be requested that going forward for the next stages in the process that they involve Porthcawl Town Council, all stakeholders and the public in further consultation and engagement.

The Corporate Director Communities replied that it was their intention to respond back in writing to the Committee with a very positive response. Consultation was a very important part of the regeneration plans and she would be able to provide some detail of what would be happening over the next couple of months.

The Leader welcomed the engagement that had already taken place and that would continue. Consultation was always part of the plans for Porthcawl and continued to be at the heart of the vision for regeneration.

RESOLVED: Cabinet considered the Recommendation of the Subject Overview and Scrutiny Committee 2 as outlined in paragraph 4.1 of the report and agreed to provide a written response to the Committee.

110. **LLANGYNWYD PLAYING FIELDS**

The Corporate Director Communities presented a report for Cabinet to consider the business case prepared in accordance with the Council's Community Asset Transfer (CAT) Policy document to support the leasing of the pavilion and, two football pitches, other green spaces and car park at Llangynwyd Playing Fields to Llangynwyd Rangers Boys and Girls Club (Llangynwyd Rangers BGC). Cabinet were also being asked to assess and, where appropriate, approve the funding package requested by Llangynwyd Rangers BGC under the Council's CAT Fund to support proposals to undertake essential pavilion repairs upon the completion of a proposed long-term 35-year lease for the whole site.

The Corporate Director Communities provided a background to the facilities and usage of the club. She then outlined the current proposal and that the Club sought to widen participation particularly with women and girls and had a number of initiatives to broaden the appeal of football. The FAW 'Huddle' had been in operation since April 2021 and had attracted over 180 girls to play football. Detailed business and financial plans outlining their proposals were attached at appendix G and H to the report. Both had been reviewed by the Finance Department and were considered to demonstrate the financial viability of the project being proposed in the short and medium term in accordance with the CAT Policy document. The Corporate Director Communities explained the three funding applications that had been made and that the Club wished to complete the proposed 35-year lease for the whole site which would enable them to undertake essential pavilion repairs subject to Cabinet approving their funding application in the sum of £157,240.85.

The Cabinet Member for Communities welcomed the report which would bring in even larger sums of money to create not only a football location but also a green space location.

The Leader agreed that this was a very exciting proposal for the Club, the valley and for the Borough. The funding enabled the Club to get match funding securing a total investment of more than £450,000 and he was particularly pleased with the plans to engage with more women and girls.

The Corporate Director for Communities added that the Club had vision and a particularly strong female section but not the facilities. They were planning to get dedicated facilities but would start by repairing what was already there.

The Leader thanked the volunteers and Committee Members at the club for their hard work in achieving this success.

RESOLVED: Cabinet:

1. Noted the funding already allocated from the CAT Fund to Llangynwyd Rangers BGC to support the self-management of the two football pitches and other green spaces at Llangynwyd Playing Fields which was agreed in principle by the CAT Steering Group:

| Purpose of Funding | Funding under CAT Fund |
|---|------------------------|
| Drainage & Pitch Improvements (2 x Football Pitches) | £50,000.00 |
| Pitch Maintenance Equipment | £10,000.00 |

2. Approved the business case (business and financial plans) submitted by Llangynwyd Rangers BGC to support the leasing of the Pavilion, two football pitches, other green spaces and car park at the Llangynwyd Playing Fields, under the Council's CAT programme, by demonstrating the financial viability and sustainability of the project.
3. Approved the funding request under the CAT Fund submitted by Llangynwyd Rangers BGC to undertake essential pavilion repairs in the sum of £157,240.85 which would take the full funding package for the transfer under the CAT Fund to £217,240.85.

111. **BUDGET MONITORING 2022-23 - QUARTER 3 REVENUE FORECAST**

The Chief Officer Finance, Performance and Change provided an update on the Council's revenue financial position as at 31 December 2022. She explained the background to the settlement and that the overall projected position as at 31 December 2022 was a net over spend of £731,000 comprising £8.711 million net over spend on directorates and a net under spend of £7.980 million on Council wide budgets.

The Chief Officer Finance, Performance and Change outlined the ongoing impact of Covid 19 including Covid related claims to Welsh Government, budget virements and technical adjustments, pay/price inflation and budget reduction proposals. She provided a summary of the financial position for each main service area and commented on the most significant variances.

The Cabinet Member for Resources welcomed the improved position from quarter 2. He referred to the pressures in the Social Services and Wellbeing Directorate and added that careful consideration should be given to that area moving forward.

The Corporate Director for Social Services and Wellbeing provided additional information around the concerning position in terms of the learning disabilities budget and the budget across social services and well-being. They were working with independent experts who had worked with local authorities across Wales, to make sure they were providing cost effective learning disabilities, care and support services. The outcome of the review would be submitted to Cabinet in the next few months.

The Deputy Leader explained some of the pressures within the social services budget and added that they were doing a piece of work looking at what how they were spending money and if it was being spent appropriately. The findings would be submitted to Cabinet shortly.

The Corporate Director Education and Family Support provided additional information regarding the overspends in home to school transport and catering services. He also referred to children being supported out of county and work with partners to ensure the service was being delivered as efficiently as possible.

The Leader referred to the latest information in the report regarding the numbers of homeless people. He welcomed the recent announcement from the Minister for Climate Change of a one-off revenue contribution and additional capital expenditure announced after the report was published.

RESOLVED: Cabinet noted the projected revenue position for 2022-23.

112. **CAPITAL PROGRAMME UPDATE - QUARTER 3 REPORT 2022-23**

The Chief Officer Finance, Performance and Change provided an update with regard to the capital position at the end of quarter three. By way of background, she explained that the Council's capital strategy was approved by Council on the 23rd of February 2022 and at that time the approved capital budget totalled £69.9 million.

The Chief Officer Finance, Performance and Change outlined the current position on the program. The revised programme for 2022-23 currently totalled £61.732 million, of which £28.242 million was met from Bridgend County Borough Council (BCBC) resources, including capital receipts and revenue contributions from earmarked reserves, with the remaining £33.490 million coming from external resources, including Welsh Government General Capital Grant. A breakdown of the program across services was shown in table one and more detail regarding how they were actually funding that program was included in Table 2.

The Chief Officer Finance, Performance and Change highlighted the slippage of some schemes which were likely to slip into the new financial year. At quarter 3 the total requested slippage was £28.542 million, the reasons for this were detailed in the report.

The Chief Officer Finance, Performance and Change explained that since the last capital report approved by Council in October 2022, there had been a number of new externally funded schemes approved and proposed internally funded schemes, which had been incorporated into the Capital Programme and were detailed in the report. A revised Capital Programme was included at Appendix B to the report. With regard to the Capital Strategy, Appendix C to the report showed that the Council was operating in line with the approved limits.

The Cabinet Member for Resources thanked the Chief Officer for the report and added that slippage was not desirable but the reasons given were acceptable. He asked the

officers to look at reprofiling the schemes before presenting the latest position to full Council in March. With regard to the new external funding schemes that had come forward, in particular the Urban Centre Property Enhancement Scheme, he requested that a report be submitted to Cabinet on why this scheme had been successful for the authority.

The Corporate Director Communities provided further information regarding the Welsh Government Transforming Towns Fund and included details of two of the larger schemes. A detailed report would be submitted to Cabinet in Spring. The fund would be reopening at that time and she explained that officers were available to advise businesses how they could apply.

The Leader agreed with the comments made by the Cabinet Member for Resources regarding the potential to reprofile some of the schemes, in particular the Waterton Depot. The Corporate Director Communities provided more information on why the site was no longer viable and efforts made to secure a new venue.

In light of the recent call-in, the Deputy Leader referred to the additional £0.608 million awarded from Welsh Government's Housing with Care Fund for the Children's Residential Hub. This would enable net zero carbon and landscaping works to be completed, which were not included in the original scheme. There were issues with procurement around costs and she provided the example of Enterprise Hubs where tender costs were returned in the region of 250% over budget.

The Cabinet Member for Communities explained that there would be a capital demand for the Waterton Depot and further reports would be submitted in due course. He added that there were pots of money for various net zero schemes and that the Council had been awarded £0.300 million funding from the Welsh Government's ULEV Transformation Fund to support the delivery of electric vehicle charging infrastructure within the Council's public car parks.

The Leader asked if a list was available of where the additional charging points would be installed. The Corporate Director Communities replied that a strategy was in place to transfer the Corporate fleet to electric and to install charging points for this and the public and she explained how the charging infrastructure would be delivered.

RESOLVED:

Cabinet:

- noted the Council's Capital Programme 2022-23 Quarter 3 update to 31 December 2022 (Appendix A)
- agreed that the revised Capital Programme (Appendix B) be submitted to Council for approval
- noted the projected Prudential and Other Indicators for 2022-23 (Appendix C)

113. **MEDIUM TERM FINANCIAL STRATEGY 2023-24 TO 2026-27**

The Chief Officer Finance, Performance and Change presented a report with the draft Medium Term Financial Strategy 2023-24 to 2026-27, which set out the spending priorities of the Council, key investment objectives and budget areas targeted for necessary savings. The strategy included a financial forecast for 2023-2027 and a detailed draft revenue budget for 2023-24.

The Chief Officer Finance, Performance and Change explained that they were seeing residual cost pressures and loss of income coming through from the pandemic, significant inflationary pressures and also the impact of the cost of living crisis on both pay and prices. This made budget planning for the coming financial year more uncertain and more challenging than usual. The current financial situation was outlined together with the ongoing pressures. She added that the Council would seek to protect the most vulnerable people in the Community. The Council had made £73 million worth of revenue savings since 2010, a considerable amount to find.

The Chief Officer Finance, Performance and Change outlined the planned net budget for the next year and how it was funded. Section 4 of the report explained the particular issues for each service area. She explained that Welsh Government announced the provisional Local Government Settlement on the 14th of December 2022. The final Local Government Settlement would not be announced until the end of February so the draft revenue budget for 2023/24 was shown in Table 6 of the report.

During 2022-23 a number of unavoidable service budget pressures had arisen as detailed in Appendix A to the report. The total of the budget pressures identified for 2023-24 was £10.711 million. Budget reductions had also had to be found in order to balance this budget, and proposals for £3.2 million had been identified and these were outlined in Appendix B to the report. The report also covered plans with regards to the capital programme as part of that settlement. Bridgend had been awarded just over £8 million to support the capital funding in the coming year. The latest capital programme was to be considered by Council and any further changes to that program would be included in the final medium term financial strategy, which will be brought to Cabinet and then to Council in February and March this year. No capital bids had been requested for the coming year, although it was accepted that there were a number of capital pressures that would need financing going forward and these would be updated when the final budget proposals were presented to Cabinet and Council.

The Chief Officer Finance, Performance and Change explained that this was a draft budget and these proposals were now subject to consultation with the four scrutiny committees in the coming week. The public consultation was due to end shortly and the findings from both exercises would be considered when drafting the final budget for 2023-2024.

The Cabinet Member for Resources thanked the Chief Officer Finance, Performance and Change for the report in very difficult and challenging times. This budget would provide hundreds of services to tens of thousands of residents of the County Borough. They would listen to the scrutiny process and he encouraged members of the public to get involved in the public consultation. They would have to limit service growth and where possible, take money from the back office rather than the front line recognising the consequences for that. They were mandated to deliver a balanced budget but they were conscious of the cost of living crisis and if they could minimise the impact of Council tax, then they would. He again urged residents to take part in the consultation process.

The Cabinet Member for Education echoed what had been said and added that this was not the end budget but a live and working document. They would listen to the recommendations from scrutiny and the consultation.

The Cabinet Member for Communities welcomed the inclusion of an additional annual allocation of £400,000 per annum to support the decarbonisation agenda. The cuts in the report were not welcomed, they were all difficult and some came with a long term impact however he did welcome the scrutiny process.

The Leader explained that they would want to keep the increase in Council tax as low as possible. This meant they would not be able to finance all the budget growth proposals that had been made and they were going to have to make some savings and cuts.

The Cabinet Member for Future Generations agreed with the comments made. There were four more days for the public to engage in the consultation and Members should encourage their residents to be involved so that they could make decisions that were informed and reflected the values of the Community.

RESOLVED: Cabinet agreed to submit for consultation with Overview and Scrutiny Committees, the 2023-24 annual budget and development of the MTFS 2023-24 to 2026- 27, as set out in the report, prior to presenting a final version for approval by Council in March 2023.

114. **COUNCIL TAX PREMIUMS - LONG TERM EMPTY HOMES AND SECOND HOMES – OUTCOME OF CONSULTATION**

The Chief Officer Finance, Performance and Change presented a report updating Cabinet on the outcome of the consultation exercise in respect of charging a council tax premium on long term empty homes and second homes and also seeking a recommendation from Cabinet on how they wished to proceed, in light of the consultation feedback.

The Chief Officer Finance, Performance and Change provided the background to the report and explained that the results of the consultation exercise were before Cabinet for a recommendation to full Council. She explained that Councils in Wales were able to charge higher amounts on top of the standard rate of Council tax on long term empty homes and on second homes. The discretion given to local authorities was intended to be a tool to help them bring long term empty homes back into use and also to support local authorities to increase the supply of affordable housing within their areas. She added that there were exceptions where premiums could not be charged and these were detailed in the report along with information on the local authorities that had applied a premium in Wales as at November 2022.

The Chief Officer Finance, Performance and Change explained that in Bridgend, as at the end of October, there were 701 long term empty homes. The Empty Home Strategy for the Council sought to reduce empty properties, to contribute towards increasing the availability of housing for sale or for rent and charging a tax premium on empty properties was in line with the aims of that strategy. The report also looked at the proposal to charge a premium on second homes. Bridgend had 72 properties which were classed as second homes and they currently paid 100% of the Council Tax charge. She added that should a decision be made to apply a premium for second homes, it could not be applied to this category of homes until April 2024.

The Chief Officer Finance, Performance and Change outlined how the consultation was advertised, the responses received to the consultation as detailed in appendix A to the report and the options available for Cabinet to consider.

The Cabinet Member for Future Generations explained that in light of the housing crisis that they were facing across the Borough, across Wales and across the UK, any proposal that helped them to bring more houses into use should be welcomed. He supported a premium on Council Tax on long term empty properties to get those properties back into use or to pay extra to help fund housing and homelessness services within the borough. With regard to second homes, there was a very small number of

second homes currently in Bridgend and he thought they should take time to review the potential impact before taking a decision.

The Deputy Leader agreed with these comments and added that any funds that were raised by these charges should be used to reduce and assist with homelessness in Bridgend.

The Corporate Director for Communities advised that new regulations would be coming in late spring for Wales relating to holiday lets and second homes. Welsh Government were working with local planning authorities to see how they could amend the planning regulations enabling them to control the number of second homes and the number of holiday homes. This was particularly important when looking at the regeneration scheme in Porthcawl.

The Leader agreed that it would be sensible to consider second homes in more detail, taking into account the changes in the planning system.

The Cabinet Member for Communities agreed with the proposal for long term empty properties and asked for clarification regarding a decision on second homes and what date any increase would take effect if they failed to make a decision today. The Chief Officer Finance, Performance and Change confirmed that in accordance with the regulations, they would have to make a decision a full 12 months before implementation on the second homes provision. They could decide to make those premiums applicable from April 2024 but that there would be some modifications during the year.

The Leader referred to some confusion in some of the consultation responses in relation to an exemption for properties which were being renovated and were uninhabitable and those where they were waiting for Grant of Probate. He confirmed that there were already a number of specific exemptions from council tax that could apply in these circumstances.

RESOLVED:

Cabinet:

- noted the outcome of the consultation and recommended the implementation of a council tax premium on long term empty homes and second homes, to Council, with the proviso that additional work be carried out regarding second homes and wider factors.
- subject to the above, and any decision made by Council, authorised the Chief Officer – Finance, Performance and Change to implement any changes

115. PLAY SUFFICIENCY DUTY, ASSESSMENT AND ACTION PLAN TO SECURE SUFFICIENT OPPORTUNITIES IN BRIDGEND COUNTY BOROUGH

The Corporate Director Social Services and Wellbeing presented a report informing Cabinet of the statutory duty on all local authorities to secure a sufficient quantity and quality of play opportunities for children and young people in relation to Article 31 of the United Nations Convention on the Rights of the Child and the statutory guidance produced by Welsh Government in July 2014. They were also seeking comments, observations and approval on the three-year assessment conducted during 2021-22 and the proposed action plan for 2022-24 which was required in relation to the statutory matters established by Welsh Government in relation to play sufficiency.

The Corporate Director Social Services and Wellbeing explained that the assessment and action plan were the subject of detailed pre scrutiny and consideration prior to coming to Cabinet. The assessment and action plan had benefitted from extensive engagement and the involvement of young people in its development. This was a One Council approach to play sufficiency and a Bridgend commitment together with the commitment of partners, was critical in delivering the priorities within the action plan.

The Group Manager for Prevention and Wellbeing explained the background to play sufficiency and that Bridgend County Borough Council (BCBC) had conducted and submitted play sufficiency assessments and action plans as required by Welsh Government. He explained the issues and matters that were considered within the assessment and the need for a "One Council" approach and collaboration with stakeholders and partners. The assessment and action plan were provided at appendix 1 to the report and he highlighted the key themes for them to focus on.

The Group Manager for Prevention and Wellbeing explained the financial implications that would apply across the Directorates and that it was uncertain as to how much could be absorbed within existing core revenue budgets. In recent years, Welsh Government had provided a range of funding support schemes but there was no confirmation of future or ongoing investment.

The Cabinet Member for Future Generations thanked the officers for the report and the work that had been undertaken by the team. This was a good example of how the Wellbeing and Future Generations Act should work. He thanked the elected Members who had contributed and for the questions asked in scrutiny and more widely and as a result of that work.

The Cabinet Member for Communities thanked the Play Sufficiency Champion for his hard work and added that it was not just fixed play equipment but also play spaces which should be valued and used more. Nine playgrounds had been completed and in all nine there was accessible, disabled equipment, roundabouts and seat swings. He had met with local ward members and officers to make sure that going forward, they take account of access audits, accessibility, disability and inclusivity and to take on board procurement specialist advice. He added that some training for members from Play Wales at the appropriate time would help to improve understanding.

RESOLVED: Cabinet:

reviewed the detail of the play sufficiency statutory duty and the scope of services that were contributing to creating a 'play friendly' society as identified within the play sufficiency assessment and provided observations and comments on the 2022-2025 assessment and the action plan that had been developed as an initial response to the findings of the assessment.

Approved the play sufficiency assessment and action plan in line with the national requirements regarding play sufficiency.

116. **UNACCOMPANIED ASYLUM-SEEKING CHILDREN**

The Corporate Director Social Services and Wellbeing presented a report providing an update to Cabinet on the mandated National Transfer Scheme for Unaccompanied Asylum Seeking Children and Young people (UASC) and requesting that delegated authority be given to the Corporate Director of Social Services and Wellbeing to modify a current contract, in accordance with rule 3.3.3 of the Council's Contract Procedure Rules and to the Corporate Director Social Services and Wellbeing in consultation with the

Chief Officer – Finance, Performance and Change and Section 151 Officer, and Chief Officer – Legal & Regulatory Services, HR and Corporate Policy to agree the terms of the regional agreement (SLA) and any ancillary agreements, as required.

The Corporate Director Social Services and Wellbeing explained the background to the report and that to date, BCBC had successfully placed 6 children, utilising supported accommodation and independent foster agencies. At present, BCBC did not have sufficient capacity within existing Supported Accommodation contracts to accommodate young people coming through the NTS. Placement sufficiency across fostering and residential care was also limited. She explained that the current proposal was to develop more supported accommodation suitable for young people who were over the age of 16, provided by a registered social landlord. The support would be provided by a commissioned support provider, Dewis Ltd. The current Supported Accommodation contract in place with Dewis only allowed a 10% modification however a contract modification of 36% was required to help BCBC meet the UASC requirements identified in the report.

The Corporate Director Social Services and Wellbeing added that this would be a cost-effective way of meeting the needs of those children and the location would be quite suitable for access to local services, including education provision within the county borough. She explained that there had been a change from the Home Office in terms of the finance attached to asylum seeking children and she was confident that the money from the Home Office would meet the need for the supported accommodation.

The Deputy Leader replied that she was really pleased to note that Westminster were going to be paying all the costs. There was some uncertainty around the cost of the care and support plans because they did not actually know who the young people were until they arrived. She asked for assurances that the young people could be placed with providers by the 28th of February and if arrangements for education were in place.

The Corporate Director Social Services and Wellbeing replied that assurances were in place and the purpose of this report was to get the requisite permissions to fulfil the responsibility before the end of February.

The Cabinet Member for Education asked what provisions were being put in place for the children and were there any special categorisations for these children? He also asked if the costs would be covered by UK Government.

The Corporate Director Education and Family Support replied that they would be identified as looked after children and obviously prioritised under the School Admissions Policy. They would also be considered eligible for school transport in line with the Learner Travel Wales measure and also be eligible for free school meals. In addition, as far as wider education support was concerned, they would have additional support through the inclusion service with regard to English as an additional language. He explained that with regard to the costs being covered by UK Government, he would need to seek clarification from finance colleagues.

The Leader explained that expectations were that funding to cover all the costs to support these children, would come from UK Government. These were the most vulnerable children in our society fleeing horror and terror and it was our duty to make them as welcome as possible. He added that they had met with the Ward Members and they were very supportive and they would work closely with the Community as the proposal developed.

The Leader asked that clarification be sought that all costs, including education, would be covered by UK Government.

RESOLVED: Cabinet:

- Delegated authority to the Corporate Director - Social Services and Wellbeing to modify the existing Supported Accommodation contract with Dewis in order to provide additional services up to the value of £213k in accordance with rule 3.3.3 of the Council's Contract Procedure Rules.
- Delegated authority to the Corporate Director - Social Services and Wellbeing in consultation with the Chief Officer, Finance, Performance and Change and Section 151 Officer, and Chief Officer - Legal, HR and Regulatory Services to agree the terms of and enter into a regional supported accommodation service agreement (SLA) and any ancillary agreements, as required.

117. **APPOINTMENT OF LOCAL AUTHORITY GOVERNORS**

The Corporate Director Education and Family Support presented a report seeking approval from Cabinet for the appointment of local authority governors to the school governing bodies listed at paragraph 4.1. of the report. He added that all applicants met the approved criteria for appointment as a local authority governor and there was no competition for these vacancies.

The Cabinet Member for Education thanked those people who had put their name forward and asked Members from Wards with vacancies on the Governing Bodies, to consider applying.

RESOLVED: Cabinet approved the appointments detailed at paragraph 4.1 of the report.

118. **UNREASONABLE BEHAVIOUR/VEXATIOUS COMPLAINANT POLICY**

The Chief Officer, Legal and Regulatory Services, HR and Corporate Policy presented a report on the revised Unreasonable Behaviour or Vexatious Complainant Policy for approval. She explained that Cabinet approved an Unreasonable Behaviour and Vexatious Complaints Policy in January 2019. However unreasonable behaviour towards representatives of the Council was not limited to complaints and could arise more generally from service interaction with the public, which is what had been seen more recently. The policy attached to the report had been revised to recognise that whilst the Council would continue to respond openly and transparently to complaints, it had a clear set of values and would not tolerate unreasonable or abusive behaviour towards its staff, Elected Members or any third party.

The Chief Officer, Legal and Regulatory Services, HR and Corporate further explained the background to 3 particular complainants and their excessive contact with the Council.

The Cabinet Member for Future Generations explained that the report was not about preventing anyone from the borough from raising concerns but about the very small number of complaints that started to impact on the well-being and health of officers and Members. As an authority, there was a duty to make sure that everyone in the workforce was kept safe. He had recently spent some time with the customer service colleagues

on the front desk and had observed them doing an amazing job providing an amazing service. They provided information on over 800 services that the Council provided and they had the right to work and feel safe.

The Deputy Leader added that it was important to take measures to protect staff and members to ensure they were not subject to abuse.

The Leader agreed that it was not acceptable to treat staff in the way that had been seen recently and that if the behaviour became unreasonable, then they would respond to that and if necessary contact South Wales Police.

RESOLVED: Cabinet approved the revised Policy attached as Appendix 1 to the report.

119. **INFORMATION REPORT FOR NOTING**

The Chief Officer, Legal and Regulatory Services, HR and Corporate Policy presented a report informing Cabinet of any information reports that had been published since the last scheduled meeting. Only one report had been published and that related to the Regulation of Investigatory Powers Act 2000 (RIPA). She confirmed that the RIPA policy had been reviewed and was considered fit for purpose for the next period.

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

120. **URGENT ITEMS**

None

121. **EXCLUSION OF THE PUBLIC**

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

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

122. **APPROVAL OF EXEMPT MINUTES**

RESOLVED: That the minutes of the meeting of Cabinet of 13 December 2022 be approved as a true and accurate record.

The meeting closed at 17:30

MINUTES OF A MEETING OF THE CABINET HELD HYBRID IN THE COUNCIL CHAMBER, CIVIC OFFICES, ANGEL STREET, BRIDGEND, CF31 4WB ON TUESDAY, 7 FEBRUARY 2023 AT 14:30

Present

Councillor HJ David – Chairperson

JC Spanswick
HM Williams

N Farr
JPD Blundell

W R Goode

J Gebbie

Officers:

| | |
|-----------------|--|
| Rachel Keepins | Democratic Services Manager |
| Carys Lord | Chief Officer - Finance, Performance & Change |
| Claire Marchant | Corporate Director Social Services and Wellbeing |
| Kelly Watson | Chief Officer Legal, HR and Regulatory Services |
| Mark Shephard | Chief Executive |
| Lindsay Harvey | Corporate Director Education and Family Support |
| Michael Pitman | Technical Support Officer – Democratic Services |

123. DECLARATIONS OF INTEREST

Cllr Blundell – Prejudicial Interest – Item 12
Cllr Spanswick – Prejudicial Interest – Item 11

124. APPROVAL OF MINUTES

RESOLVED: that the minutes of the 12/01/2023 be approved as a true and accurate record.

125. MEDIUM TERM FINANCIAL STRATEGY 2023-24 TO 2026-27 AND DRAFT BUDGET CONSULTATION PROCESS

The Corporate Overview & Scrutiny Committee Chair presented a report which presented Cabinet with the findings and recommendations of the Corporate Overview and Scrutiny Committee (COSC) in relation to:

- a) the report of the Budget Research and Evaluation Panel (BREP) in respect of the Medium Term Financial Strategy (MTFS);
- b) the comments and recommendations from the four Overview and Scrutiny Committees in relation to the draft MTFS including the proposed budget pressures and budget reduction proposals, as part of the budget consultation process

The Scrutiny Chair highlighted that the Budget Research and Evaluation Panel (BREP) met on four occasions throughout the year and discussed the draft budget proposals for the year 2023-24. A summary of the discussions and the information and advice provided to BREP was at section 3 of the report.

He advised that each of the four Overview and Scrutiny Committees were presented with the draft Medium Term Financial Strategy 2023-24 Page 9 to 2026-27 and asked to consider the information contained in the report relevant to their individual remits and

determine whether they wish to make comments or recommendations for consolidation and inclusion in the report to Cabinet on the MTFFS as part of the budget consultation process.

The Scrutiny Chair added that the Corporate Overview and Scrutiny Committee considered the findings of the BREP and all four Overview and Scrutiny Committees on 31 January 2023 and agreed to submit them to Cabinet, as part of the budget consultation process 2023- 24, together with the addition of Recommendation 9 in Appendix B. The comments and recommendations from BREP and the Scrutiny Committees can be found at the appendices to the report.

Cabinet Members highlighted the importance of BREP and the contribution they make to the budget setting process. Cabinet Members thanked the Overview and Scrutiny Committees and BREP for their recommendations for Cabinet to consider

The Leader asked the Scrutiny Chair on more details surrounding Recommendation 8, in particular whether it related to anything specific or was a general point. The Scrutiny Chair stated that he would need to confer with the Chair of BREP and other colleagues on this point.

RESOLVED: That Cabinet considered and responded to the Recommendations of the Corporate Overview and Scrutiny Committee, in response to the Medium Term Financial Strategy 2023-24 to 2026-27 and the Draft Budget Consultation Process.

126. **TREASURY MANAGEMENT - QUARTER 3 REPORT 2022-23**

The Chief Officer Finance, Performance and Change presented a report which:

- updated Cabinet on the Quarter 3 position for treasury management activities and treasury management indicators for 2022-23.
- highlighted compliance with the Council's policies and practices.

She explained that the Council has complied with its legislative and regulatory requirements during the period 1 April to 31 December 2022. A summary of the treasury management activities for April 2022 – December 2022 was shown at Table 1 in Appendix A. She added that Appendix A included details on the Borrowing Strategy and Outturn for 1 April to 30 December 2022 as well as the Investment Strategy and position 1 April to 31 December 2022.

The Chief Officer Finance, Performance and Change stated that at the current time, it was predicted that we were unlikely to borrow in the current financial year based on the Quarter 3 monitoring of the capital programme.

The Cabinet Member Resources stated that interest rates have increased now that the base rate has increased. He asked how this would impact on our treasury management in the short to medium term.

The Chief Officer Finance, Performance and Change explained that the interest rates had changed more this year than the previous few years combined. She stated that the impact would be in relation to our investments and we are starting to see an increase in the interest being earned on the money that we have got invested. With the interest rates changing so frequently this makes predictions of likely income earned difficult anything past the short term.

The Deputy Leader asked whether, in relation to the loans given to Thurrock Council, if the repayments were on schedule and compliant. The Chief Officer Finance, Performance and Change explained that both loans to Thurrock Council were due to be repaid this financial year.

RESOLVED: That Cabinet noted the Council's treasury management activities for 2022-23 for the period 1 April 2022 to 31 December 2022 and the projected Treasury Management Indicators for 2022-23.

127. **OUTCOME OF THE CONSULTATION 'SHAPING BRIDGEND'S FUTURE' 2022**

The Chief Officer Finance, Performance and Change presented a report to Cabinet on the outcome of the 'Shaping Bridgend's Future' 2022 budget consultation which asked citizens their views on what they consider should be the priority areas for allocating the budget for the forthcoming financial year, and to examine those views against funding provided by the Welsh Government.

She explained that the attached consultation report sets out in detail the views expressed by those who participated. Overall the consultation received 1,441 interactions from a combination of survey completions, attendance at engagement events (face-to-face drop-in sessions), social media engagement and via the Council's Citizens' Panel. Further details were at Appendix A of the report.

The Deputy Leader thanked the members of the public who engaged with the consultation. She was pleased to see that social services was considered number 2 in peoples priorities which was considerably higher than previous years. It shows that the public are recognising the importance of social services and the impact it has on the most vulnerable people in Bridgend.

The Cabinet member resources echoed these comments and stressed the importance of the public engagement. He was pleased that the engagement was even higher than previous years.

RESOLVED: That Cabinet noted the outcome of the consultation with interested parties as detailed in the attached consultation report.

128. **CODE OF CORPORATE GOVERNANCE**

The Chief Officer Finance, Performance and Change presented a report on the Council's updated Code of Corporate Governance for approval and adoption.

She advised that the updated Code was attached at Appendix A of the report and highlighted changes which included actions that demonstrated good governance and evidence that supported those actions. The Code had been reviewed by the Corporate Management Board.

The Code of Corporate Governance is based on the seven core principles as set out in the CIPFA Framework which was highlighted at 4.2 of the report.

The Leader welcomed the report and stressed the value of the Governance & Audit Committee, their consideration of this report and the Independent members and their valuable role on the Committee. He stated that we are always looking at ways to improve our corporate governance and this report was a reflection of that.

The Cabinet Member Communities asked in relation to page 102 of the pack it states in app voting and paperless agendas. He asked where we were on this. The Monitoring

Officer stated that this was something being looked into and progressed and hoped to provide Cabinet with an update in the near future.

RESOLVED: That Cabinet considered and approved the revised Code of Corporate Governance.

129. **NATIONAL EMPTY PROPERTIES SCHEME**

The Chief Officer Finance, Performance and Change presented a report to confirm participation in Welsh Government's National Empty Properties Scheme and seek approval from Cabinet to enter into a Service Level Agreement (SLA) with Rhondda Cynon Taf County Borough Council as lead authority for the National Empty Properties Scheme.

She explained that on the 17th November 2022, the Minister for Climate Change wrote to all local authorities to notify them that Welsh Government (WG) had granted approval for a national empty homes scheme, building on the previous empty homes scheme delivered as part of the Valleys taskforce. It confirmed that Welsh Government was committing £50million to the scheme split equally over 2 years, 2023-24 and 2024- 25. Further details were at section 3 of the report.

The Chief Officer Finance, Performance and Change explained that scheme will be fully operational from 1st April 2023, however, Welsh Government is intending to launch the scheme on 30th January 2023 to enable applications to begin to be processed leading into 2023-24. The main terms of the scheme were set out at section 3.6 of the report.

She requested Members to confirm participation in the scheme and agree to enter into the Service Level Agreement with RCT to take part in the scheme and ensure compliance with WG terms and conditions. Members were requested to delegate powers to the Chief Officer, Finance, Performance and Change and the Chief Officer Legal, HR and Regulatory Services to complete negotiations and sign the necessary paperwork.

The Cabinet Member Future Generations welcomed the report and stated that it went hand in hand with a report that was to be delivered to Council 8th February 2023 on the Long Term Empty Property premiums on Council task. It was pleasing to see that Welsh Government recognised the importance of encouraging property owners to invest in their properties to ensure their appropriate use.

The Deputy Leader echoed these comments and believed the additional council tax that could be obtained from these properties would benefit local communities and it was a positive step forward in having more housing available for use in Bridgend.

The Leader stated that there had been a number of grants and schemes over the years relating to bringing empty homes and properties back into use. He asked if this SLA would replace these.

The Chief Officer Finance, Performance and Change stated that there were a number of different initiatives and funding streams which will remain in place when this is introduced in April, for example, Welsh Government has a Homes to Home scheme which provides loans to support residents as well as empty property grants that can help people adapt properties if needed. The SLA would be in addition to existing ones.

The Leader suggested that information of these grants be made available on the Councils website for the benefit of residents.

RESOLVED: That Cabinet delegate authority to the Chief Officer, Finance, Performance and Change and Chief Officer Legal, HR and Regulatory Services to:

- 9.1.1 negotiate and enter into a service level agreement with Rhondda Cynon Taf as lead authority for the National Empty Properties Scheme;
- 9.1.2 approve any extension or amendment to the service level agreement and to enter into any further deeds and documents which are ancillary to the service level agreement.

130. **REVIEW OF THE SOCIAL SERVICES AND WELLBEING SUPERVISION POLICY**

The Corporate Director Social Services and Wellbeing presented a report which provided Cabinet with an overview of the review of the Supervision policy and guidance that has been in place since the previous review in March 2018 and sought approval to replace the original policy established in 2010 with 2 new policies.

She explained that the review has been completed following an audit of supervision activity that was completed in 2021 which established inconsistencies in practice, completion and recording. Further details were at section 3 of the report.

The Corporate Director Social Services and Wellbeing emphasised the areas that were highlighted as part of the review which were detailed at section 4 the report. She highlighted that following the consultation it was agreed that the policy be split into two parts, one for those specifically working in direct care services, the other for those working across the rest of the Social Services and Wellbeing directorate. The main differences between the policies were outlined at 4.7 of the report. She added that the full policies were provided as appendices to the report.

The Deputy Leader welcomed the report and thanked Claire Holt for putting the policies together. She added that it was pleasing to see the policies developed in conjunction with the workforce as these are the users that it will apply to. The Deputy Leader stated that there had already been some significant improvements seen particularly with the child practice review, as one of the highlighted points was the lack of appropriate and considered supervision. She highlighted the feedback given from one of the officers who had seen benefits from the changes.

The Cabinet Member Regeneration highlighted the importance of regular supervision to reflect on the practice and cases particularly with complex issues. She asked the Corporate Director if the policy stated how often supervision should take place, and if there were checks in place that would flag up if there had been a breach.

The Corporate Director Social Services and Wellbeing stated that the policies did set out the frequency, for non-direct care staff this was every 4-6 weeks and the WCCIS system does enable recording if supervision has or has not taken place. Further questions were asked by the Leader and Cabinet and answered by the corporate director which can be found on the recording [here](#).

RESOLVED: that Cabinet grant approve of the two policies; Staff supervision policy and practice guidelines: Social Services and Wellbeing workforce (appendix 1) and Staff supervision policy and practice guidelines: Social Services and Wellbeing Workforce Direct Care Services (appendix 2) as replacement for the 2018 Social Services and Wellbeing Supervision policy.

131. **RENEWAL OF SECTION 33 AGREEMENT FOR COMMUNITY EQUIPMENT**

The Corporate Director Social Services and Wellbeing presented a report which:

1. sought approval to renew the Section 33 Agreement for the supply of community equipment;
2. sought authority to suspend the Council's Contract Procedure Rules in respect of the requirement to competitively procure the services provided by Rhondda Cynon Taff County Borough Council under the agreement; and
3. sought approval for the appointment of the Integrated Community Services Manager - CRT as the Bridgend County Borough Council (BCBC) representative for the Community Equipment Partnership Board.

She explained that Community equipment service currently provided a wide range of equipment e.g. aids to daily living, home, nursing equipment, static seating, children's equipment, physiotherapy equipment, sensory equipment, etc to assist adults and children in their own home. The Section 33 Agreement was first established in 2008. Further background was at section 3 of the report.

The Corporate Director Social Services stated that the proposed principles within the agreement are fundamentally unchanged, although the timeframe for the new agreement being 10 years with an option to extend by a further 2 years.

The Deputy Leader welcomed the report and stressed the importance of this partnership service to residents. It was a service that many would not know was there unless they received it and asked that if any residents required this service to get in touch and we can point them in the right direction. The Leader echoed this and added that he had seen a growth in the demand for this service, which further showed the necessity for it.

Further questions were asked by the Cabinet which were answered by the Corporate Director.

RESOLVED:

That Cabinet:

- considered the contents of this report and agreed to renew the Section 33 Agreement for the provision of Community Equipment;
- approved the suspension of the Council's Contract Procedure Rules in respect of the requirement to competitively procure the services provided by Rhondda Cynon Taff County Borough Council under the agreement;
- delegated authority to the Corporate Director – Social Services and Wellbeing, in consultation with the Chief Officer – Finance, Performance and Change and Section 151 Officer, and Chief Officer – Legal & Regulatory Services, HR & Corporate Policy, to agree the final terms of the revised Section 33 agreement and to enter into that agreement on behalf of the Council; and
- Approved the appointment of the Integrated Community Services Manager - CRT as the BCBC representative for the Community Equipment Partnership Board.

132. **MANAGED SERVICE - CHILDREN'S SERVICES**

The Corporate Director Social Services and Wellbeing presented a report which sought approval from Cabinet to directly award a 'managed service' contract to an independent organisation currently delivering the service in Bridgend County Borough Council's (BCBC) Children's Services, to ensure continuity in child safeguarding arrangements. Cabinet approval is being sought to suspend the relevant parts of the Council's Contract Procedure Rules (CPRs) with regards to the requirement to re-tender the 'managed service' element of the contract detailed in this report.

She provided background as set out in section 3 of the report. Since the implementation of the Innovate managed team, advertising for permanent vacancies in Information, Advice and Assistance team (IAA) has been ongoing. At present, notwithstanding the additional team implemented in IAA, the vacancy rate remains high at 50%, which increases to 60% once absence is considered.

Officers containing representation from a number of key areas, including Children's Services, Commissioning, Procurement and Legal have met to consider and risk assess/appraise the short-medium term options for securing services beyond 18th March. Further details were at section 4 of the report.

The Corporate Director Social Services and Wellbeing stated that to ensure continuity and knowledge of the existing provider, it is proposed that Cabinet suspends the relevant parts of the Council's CPRs – requiring a competitive procurement exercise in accordance with the requirements of the Public Contract Regulations 2015 – and agrees to the awarding of the managed service contract to the current provider for a 12 month period from 18th March 2023, with an option for two further 12 monthly extensions, to provide maximum flexibility given the highly challenging market for permanent social work recruitment. Further details were at section 4 of the report.

The Corporate Director Social Services and Wellbeing added that with the challenges that all local authorities were facing in terms of recruiting social workers and the high level of vacancies within our council, it was challenging and unlikely to fill all these positions in the near future.

The Deputy Leader welcomed the report and stated that the managed service team had been instrumental in our practice improvements in Bridgend. The need for continuous stream of social workers was important to ensure a safe and effective delivery of service.

Further questions were asked of the cabinet which were answered by the Corporate Director.

RESOLVED:

That Cabinet:

- approves the continuance of the managed service with the current service provider Innovate Children and Young People's Services;
- suspend the relevant parts of the Council's CPR's in respect of the requirement as to re-tendering of the proposed contract; and
- delegated authority to the Corporate Director – Social Services and Wellbeing, in consultation with the Chief Officer – Finance, Performance and Change and Section 151 Officer, and Chief Officer – Legal & Regulatory Services, HR & Corporate Policy, to enter into a contract for the Managed Service for a 12 month

period from 18th March 2023, with an option to extend by a further two 12 month periods (maximum 3-year duration) provided that the exercise of any such extension option be subject to the prior approval by the Cabinet/Corporate Management Board and consultation with Scrutiny Chairs.

133. **APPOINTMENT OF LOCAL AUTHORITY GOVERNORS**

The Corporate Director Education and Family Support presented a report which sought approval from Cabinet for the appointment of local authority governors to the school governing bodies listed at paragraph 4.1 and 4.2.

The Corporate Director Education and Family Support advised however that the recommendations for appointment listed at 4.1 for Ogmores Vale Primary School were as a result of an administrative error, therefore no appointment will be going ahead.

He highlighted the appointments for the remaining schools. It was recommended that out of the two applicants for Bryntirion Comprehensive School, that Mr Jeffrey Lewis be appointed for this position.

RESOLVED: That Cabinet is approved the appointments detailed at paragraphs 4.1 and 4.2, subject to the removal of the appointment at 4.1 for Ogmores Vale Primary School due to an administrative error.

134. **SCHOOL ADMISSIONS POLICY 2024-2025**

The Corporate Director Education and Family Support presented a report which sought Cabinet approval for the School Admissions Policy 2024-2025 (see Appendix A).

He explained that the Bridgend Admissions Forum agreed a draft School Admissions Policy for 2024- 2025, as per the requirements under the Code, in September 2022. A consultation was run between 30 November 2022 and 6 January 2023. A concern was expressed regarding the policy formalising an increase to the PAN of Caerau Primary School from 45 to 60.

The Corporate Director Education and Family Support explained that the school had adopted a 'working PAN' of 60 for a number of years and this change will subsequently formalise this. Further details were at section 4 of the report.

The Corporate Director Education and Family Support stated that concerns were raised regarding increasing the number of English-medium school places in an area without a corresponding number of readily accessible Welsh-medium places, this may have a detrimental impact on the take-up of Welsh-medium places and, consequently, the Welsh language. A Welsh Language Impact Assessment has been carried out which was attached at Appendix B.

The Cabinet Member Education welcomed the report and stated that the temporary measure of increasing the PAN to 60 for Caerau Primary School for the past couple of years has been due to demand and the number of appeals for school places. This change is just being formalised in this report and he did not believe there would be any detriment to Welsh medium schools as there had already been increases in Welsh medium education and the WESP plan over the next few years also facilitates that.

RESOLVED: That Cabinet:

- approve the Schools Admissions Policy 2024-2025 (see Appendix A); and
- determine whether to approve the formal increase in the PAN for Caerau Primary School from 45 to 60, acknowledging the increase has been operationally implemented for a number of years and while considering the potential negative impact identified in the accompanying (Appendix B) Welsh Language Impact Assessment.

135. **URGENT ITEMS**

None

136. **EXCLUSION OF THE PUBLIC**

RESOLVED:

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

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

137. **PORTHCAWL METROLINK**

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

RE-DEVELOPMENT OF COSY CORNER

1. Purpose of report

- 1.1 The purpose of the report is to seek approval from Cabinet to modify the Cosy Corner construction works contract in accordance with rule 3.3.6 of the Council's Contract Procedure Rules.

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

- 2.1 This report assists in the achievement of the following corporate well-being objectives under the **Well-being of Future Generations (Wales) Act 2015**:
- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.
 - **Helping people and communities to be more healthy and resilient** – taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.
 - **Smarter use of resources** – 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 In October 2020 Bridgend County Borough Council (BCBC) were informed that Credu Charity Ltd had filed notice of intention to appoint administrators and had been informed by Welsh Government of the withdrawal of funding for what was known as The Maritime Centre project, funded through the Visit Wales Tourism Attractor Destination Programme (TAD). As a result of this BCBC terminated the agreement for the lease relating to the Maritime Centre at the Cosy Corner site and took back possession of the site on the 5th of November 2020. Some construction activity had commenced on the site and there were concerns with the health & safety risk that the half-completed foundations, various discarded building rubble and reinforced steel bars protruding from the ground, presented to the public. A risk assessment was undertaken by BCBC Health & Safety Officers and the site was secured

- 3.2 Following discussion with Welsh Government, officers undertook an outline appraisal of the short to medium term options available to BCBC to seek to access any possible remaining funds through the TAD programme for Cosy Corner.
- 3.3 In December, 2020 Cabinet authorised the Corporate Director, Communities, to develop and submit a proposal to access possible resources for improvements to Cosy Corner through the TAD programme.
- 3.4 In February 2021 BCBC received confirmation from Welsh Government that WEFO had completed the assessment of six of the nine criteria for assessment of operations / projects and requested that further information be supplied, in order to complete the remaining assessment stages. This was submitted and a revised grant offer letter was received on the 20 March 2021 giving authority to proceed.
- 3.5 In March 2021 Cabinet authorised the Corporate Director Communities to proceed at risk with the development of the remaining information required by WEFO and Welsh Government to utilise the already agreed direct match funding in order to secure a potential £1m grant.
- 3.6 In May 2021, BCBC concluded a procurement exercise and appointed architects with the required consultancy support to progress the project. The architects began producing the remaining information required by WEFO and Welsh Government taking the project up to RIBA stage 3 with the intention of giving greater cost certainty, confirmation of the level of match funding required, confirmation of deliverables for which State Aid cover would need to be considered and a forecast delivery profile.
- 3.7 A proposal was submitted to WEFO and Welsh Government in August 2021 and a further revised grant funding offer letter received on the 20 October 2021.
- 3.8 A planning application was submitted in November 2021 and planning permission for the redevelopment of the site was granted in February 2022.
- 3.9 In March 2022 BCBC invited tenders from suitable Principal Contractors which were evaluated in May 2022. Six bids were assessed and John Weaver Construction Limited was awarded the contract demonstrating their ability to deliver a high-quality development within the timescale set by the funders. The original contract value at award was £2,438,604.00.

4. Current situation/proposal

- 4.1 In August 2022 John Weaver Construction began mobilisation on site and the development commenced.
- 4.2 As part of the development BCBC commissioned the services of specialist Environmental Scientists to undertake further geo-environmental and geo-technical assessments of the ground conditions. Assessments had been carried out previously but this assessment would be a more intrusive study that would ratify the results of the previous assessments, ensuring the ground conditions remained suitable for the proposed development. The report made recommendations for specialist advice to be sought following detection of contamination, including asbestos, in the south portion of the site. What must be recognised at this point, is that this site was only passed back to BCBC upon lease relinquishment, on the 5th of November 2020. So

unfortunately, BCBC inherited any legacy contamination issues with the site, including a requirement for asbestos removal.

- 4.3 Since receiving the report the Principal Designers and Principal Contractors have liaised with various specialist consultants and undertaken further assessment of the ground conditions in the south portion of the site. Where possible, the workforce have been focusing their efforts on the construction of the building in the meantime while further assessments were undertaken and a remediation plan was devised.
- 4.4 Certain remediation works associated with testing and the removal of unsuitable material have been instructed to address the contamination and the existing contract with the Principal Contractors was modified in line with Contract Procedure Rule 3.3.6. The value of that modification was £100,000 and was authorised by the Corporate Director Communities in accordance with the Council's Scheme of Delegation under decision reference CMM-ED-23-023.
- 4.5 However, the period of time spent testing and clarifying the nature and extent of contamination has resulted in delays which, along with delays awaiting approvals from Welsh Water and associated design changes, have resulted in a period in the region of 12 weeks delay. As a result BCBC are now liable for an additional 12 weeks contractor costs. In addition, circa 2,000 tonnes of imported soil is needed to bring the site to formation level and replace site won material that was deemed unsuitable, as a result of potential asbestos contamination, along with the associated ground works and introduction of separation layer membranes. It is essential that the site is cleared of all legacy contamination and this would have been the case with whoever had been chosen to bring this site forward for development. Once identified the contamination has to be dealt with as specified by the specialist environmental consultants.
- 4.6 This has therefore created a need to modify the construction works contract to ensure that the completion of the building is prioritised first, to enable prospective tenants to access and fit out sooner and to support the requirements of the funder. The purpose of this Cabinet report is to seek approval to modify the construction works contract in line with Contract Procedure Rules, 3.3.6 to a value greater than £100,000 – the value that can be authorised by the Corporate Director Communities. This will allow officers to authorise what is currently considered to be the full and remaining package of works known to be required at this time to resolve the issues that have arisen and complete the works to a value of no greater than £265,790, with this value being the amount of funding still available within the capital envelope of the project in the Council's capital programme. It is considered that this additional work, as set out in paragraph 4.5 above, can be achieved well within the budget within the capital programme. The exact amount will not be known until the soil removal and replacement is complete, as only an approximation of 2,000 tonnes can be made at this time. It is considered however that variations on this may only be minor, so can be accommodated within the capital programme budget with little overall risk. This, taken with the previous modification valued at £100,000 made under decision reference CMM-ED-23-023, will result in a revised contract value of no greater than £2,804,394.
- 4.7 Rule 3.3.6 of the Council's Contract Procedure Rules provides that procured contracts may be modified without the requirement for a new procurement procedure where the value of the modification is below both of the following values: (i)

the relevant applicable financial thresholds contained in the Regulations, and (ii) 10% of the initial Contract Value for service and supply Contracts and 15% of the initial Contract Value for works Contracts, provided that the modification does not alter the overall nature of the Contract or Framework Agreement.

- 4.8 The proposed modification will not increase the value of the contract in excess of 15% of the original contract value and will result in a revised contract value no greater than £2,804,394.
- 4.9 The decision to approve the modification of the contract needs to be made to allow activity to continue on the site. Any further delay to the programme would potentially create a greater financial uplift to the project in the form of contractor preliminaries and may extend the contract further.
- 4.10 In addition, due to associated external funding grant awards, especially the European Regional Development Fund and associated terms and conditions, the Council is at an increased risk of grant clawback if work activity on site halts and the project cannot be delivered in line with funder timeframes. Together these potential implications would seriously prejudice the interests of the Council
- 4.11 It must be made clear however, that the request to increase the works contract still falls within the value of the Capital Programme approved by Council on 1 March 2023, therefore no further monies are required to support this request.

5. Effect upon policy framework and procedure rules

- 5.1 There is no effect upon the Council's policy framework or procedure rules as a result of this report.

6. Equality Act 2010 implications

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

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

- 7.1 The Well-being of Future Generations (Wales) Act 2015 Assessment Template has been completed and a summary of the implications from the assessment relating to the five ways of working is below:
- Long-term: By taking forward the improvement of Cosy Corner, BCBC is seeking to improve the area beyond its current condition for use and access in the long-term.
 - Prevention: Undertaking improvements to Cosy Corner will ensure that the condition of the site does not deteriorate further.
 - Integration: The proposal will achieve this way of working by recognising the approaches that are proposed for support are those that have been identified by internal and external stakeholders and the proposal itself will integrate with other existing activity in the area.

- Collaboration: Future action on Cosy Corner as outlined above will take place in collaboration with partners through the Harbour Operational Group and the Harbour Board.
- Involvement: Proposals relating to the future of Cosy Corner will be developed and delivered in close partnership with key stakeholders. Discussions and development with key BCBC officers will be undertaken.

8. Financial implications

- 8.1 The request to increase the works contract falls within the Capital financial envelope for the Cosy Corner project within the Capital Programme approved by Council on 1 March 2023.

9. Recommendations

- 9.1 Cabinet is recommended to:

- Authorise the modification of the Cosy Corner construction works contract to include additional works and services by the contractor which have and continue to be necessary since the initial procurement to a value of no greater than £265,790 and increase the contract value to a value of £2,804,394 in accordance with rules 3.3.6 of the Council's Contract Procedure Rules.

Janine Nightingale
Corporate Director, Communities

6 March 2023

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Background documents: None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

WELL-MANAGED HIGHWAY INFRASTRUCTURE A CODE OF PRACTICE 2016 -UK ROADS LIAISON GROUP, AND THE COUNTY SURVEYORS SOCIETY WALES (CSSW) RISK BASED APPROACH TO HIGHWAY MANAGEMENT

1. Purpose of Report.

The purpose of this report is to obtain Cabinet approval of a revised safety inspection regime based on the recommendations of the UK Roads Liaison Group update of its code of practice, and an all Wales review and standardisation by County Surveyors' Society Wales (CSSW) to align with an all Wales approach to Highway Maintenance.

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

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

Supporting a successful sustainable economy – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions for all people in the county borough. Maintenance of the public highway ensures that businesses can use the highway infrastructure and will ensure current and future businesses can expect the network to be maintained to commensurate standard with the rest of Wales and hence provide suitable links to the wider economies of Wales and the UK.

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. the use of the public highway for walking/cycling ensures that residents have access to local facilities and encourages a healthy lifestyle. Maintenance of the highway asset ensures that the public have confidence in the condition/safety of the network to encourage their use by walking and cycling.

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. The highway asset extends to all parts of the borough and consequently, the Capital and revenue budgets required to maintain these assets are a significant element of the Council's overall budget. The

well managed highway infrastructure code of practice and the CSSW review ensures that the maintenance of the highway is prioritised to ensure highway safety, but also targets the location and appropriate maintenance repairs/standards to provide best practice and efficiency for available funding.

3. Background.

3.1 Bridgend County Borough Council, as Highway Authority, have a duty under section 41 Highways Act 1980 to maintain all publicly maintainable (adopted) highways.

3.2 The highway asset comprises:-

- 799km of carriageway
- 883km of footway
- 24,853 road gullies
- 101 road bridges
- 102 footbridges
- 155 retaining walls
- 103 culverts
- 13 subways
- 20,000 streetlights
- 419km of street lighting cabling
- 46 light controlled junctions
- 283 bus shelters
- 4.2km pedestrian barriers
- 15.6km safety fences
- 35 cattle grids

3.3 A failure to maintain the asset that results in damage could potentially lead to an action against a highway authority in respect of the resulting damage.

3.4 Regular and ad-hoc inspections are carried out on the highway asset by Bridgend County Borough Council. The purpose of such inspection is to ensure, as far as reasonably practicable, that the highway asset is safe for use. A secondary benefit of formal inspection of the highway is to provide Bridgend County Borough Council with a defence under Section 58 Highways Act 1980 against actions and claims brought against the Authority.

3.5 The last significant review of the Code of Practice for Highway Maintenance was undertaken in 2005. The revised code was assessed by the Authority in 2006, and revised procedures and acceptance of the recommendations of the code were approved by Cabinet 12 December 2006.

3.6 A revised Code of Practice (the code) for Highways “Well Managed Highway Infrastructure” was published in October 2016 by the UK Roads Liaison Group. The revised code recommends the introduction of a risk-based approach to all aspects of highway maintenance.

3.7 In order to facilitate a nationally consistent response CSSW reviewed the code of practice and published a risk based methodology for authorities to follow which aligned with the practices set out in the code. This report presents the results on the

initial application of the method specifically to the highway asset in Bridgend County Borough Council.

3.8 Officers have assessed the CSSW Risk Based Approach methodology and associated assessment tools and undertaken a risk-based review of current BCBC highway asset hierarchy, inspection and repair regimes.

3.9 The outcome of the review recognised differences between the existing hierarchy, inspection and repair regimes and the risk-based approach, identifying where changes could be implemented to align with the CSSW methodology.

4. Current situation/proposal.

4.1 Asset Categorisation and inspection frequencies:-

4.2 The 2005 code for well-maintained highways provided the following hierarchy and inspection frequencies for carriageways and footways assessment: -

| Carriageways | 2005 Categorisation | BCBC Inspection Frequency |
|----------------------------|----------------------------|----------------------------------|
| | 1 | Not Assigned |
| Strategic Route (motorway) | 2 | Not Assigned |
| Main distributor | 3a | 3 Months |
| Secondary Distributor | 3b | 3 Months |
| Link road | 4a | 6 Months |
| Local Access Road | 4b | 12 Months |

| Footways | 2005 Categorisation | BCBC Inspection Frequency |
|-------------------------|----------------------------|----------------------------------|
| PRIMARY WALKING ROUTE | 1 | 1 month |
| SECONDARY WALKING ROUTE | 2 | 3 months |
| LINK FOOTWAY | 3 | 6 months |
| LOCAL ACCESS FOOTWAY | 4 | 12 months |

4.3 The CSSW code of practice review provides the following carriageway and footway classifications and inspection frequencies :-

| Carriageway Network Hierarchy Category | Traffic Volume Band (approx.) based on Annual average daily flow | Risk based Frequency |
|---|---|-----------------------------|
| CHSR -- Strategic Route | Based on local importance rather than traffic flow but often in the range >20,000 [30,000 for calculations] | Monthly |
| CH1 -- Main Distributor | 10,000 to 20,000 | Monthly |
| CH2 -- Secondary Distributor | 5,000 - 10,000 | 3 months |
| CH3 -- Link Road | 1,000 - 5,000 | 6 months |
| CH4 -- Local Access Road | 200 – 1000 | Annually |
| CH5 -- Minor Road | < 200 | Reactive |

| Footway Network Hierarchy Category | Footfall Level (indicative) based on Annual average daily flow | Risk-based Frequency |
|---|---|-----------------------------|
| FHVHU -- City Centre Pedestrian Area - | > 10,000 (15,000 used for calculations) | Not Assigned (19 days) |
| FH1 -- Town Centre Pedestrian Area | 5,000 - 10,000 | 1 month |
| FH2 -- Footway Outside Public Facilities | 1,000 - 5,000 | 3 months |
| FH3 -- Link Footway (between estates / areas) | 500 - 1,000 | 6 months |
| FH4 -- Housing Estate Footway | < 500 | 12 months |
| FH5- Little Used Rural Footway | < 100 | 12 months |

4.4 In specific relation to the risk-based assessment the categorisation for footways has identified that Bridgend County Borough Council does not have any footways with footfall levels equal to City Centre Pedestrian areas. Hence FHVHU (Footway Hierarchy with Very High Usage) is not used in the BCBC hierarchy and identified as Not Assigned.

4.5 Defect intervention levels

4.5.1 The CSSW code of practice risk-based review considered both carriageway and footway defect criteria.

4.5.2 The intervention levels of the risk-based methodology identifies two categories of intervention: safety-critical defects and maintenance defects.

4.5.3 Safety-critical defects require prompt attention because it is assessed as presenting an imminent hazard requiring intervention as soon as possible to remove a potential risk of injury to highway users. Examples of such risks creating a significant hazard could include reported severe potholing, dislodged manholes, gratings and kerbs. If it is not possible to correct or make safe the defect at the time of the inspection, repairs of a permanent or temporary nature should be carried out within the response time of 24hrs.

- 4.5.4 Maintenance defects are those assessed as not requiring immediate intervention but should be repaired in a specified timeframe. The code identifies this as being within 28 days to both prevent them deteriorating into a safety defect and deteriorating to such an extent that additional works or costs are incurred.
- 4.5.6 Details of the specific intervention levels for both safety-critical and maintenance defects is shown in Appendix A.
- 4.5.7 The major determinant in categorising a carriageway defect that is not immediately dangerous is how rapidly it may deteriorate into that state. The regime is designed to provide preventative repair such that defects that are assessed as potentially dangerous to users are minimised. There is also a need to repair defects that may cause property damage.
- 4.5.8 Roads that have been designed to current standards will invariably have a discreet layer of wearing course typically of a depth of up to 45mm. It is common for defects to initiate by a hole appearing in the wearing course. Where the layer below is intact the defect may remain relatively stable i.e. deterioration into a much larger defect less probable than for a defect that has already extended into the lower layers. A defect that is 50mm in depth will typically be deteriorating at both the wearing course and the underlying layer and as such is prone to more rapid deterioration. The risk-based regime is based upon differentiating between defects either side of this threshold.
- 4.5.9 Carriageway defects deteriorate quicker due to the continual usage by vehicles, and hence higher trafficked roads will receive a lower intervention criteria accordingly.
- 4.5.10 In considering appropriate intervention levels for footways it is the case that unlike carriageways deterioration is more likely to be a slower process, unless underlying issues arise. CSSW reviewed sources of information that focused on a risk-based approach and cite the TRL (Transport Research Laboratory) document “Published Project Report (PPR) 171 The Development of a Risk Analysis Model for Footways and Cycletracks”, which considered the probability of an accident happening per person passing a defect. From this exploration a 40mm defect was indicated as the starting point for Safety-Critical intervention level for footways.

5. Effect upon policy framework & procedure rules.

- 5.1 The report does not have any impact upon policy framework and procedure rules.

6. Equality Impact 2010 Implications

6.1 EIA screening – no impact identified

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

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

- 7.1 A Well-being of Future Generations (Wales) Act 2015 assessment has been

completed. A summary of the implications from the assessment relating to the five ways of working is as follows:

- **Long-Term**

The scheme seeks to maintain the highway network, in accordance with current guidance to a consistent level with all Highway Authorities within Wales.

- **Prevention**

The scheme seeks to provide ensure as far as reasonably practicable that the highway network is safe for the use of the public/highway user.

- **Integration**

The provision will ensure a consistent standard of maintenance across the Borough for residents which may provide an economic and social benefit.

- **Collaboration**

The scheme has been supported by County Engineers and Surveyors Society who represent all local authorities in Wales and is consistent with the policies implemented by all highway authorities in W'ales.

- **Involvement**

The policy complies with National guidance and is not subject to consultation with the public. The standards set are in alignment with a consistent approach by all highway authorities in Wales and Bridgend County Borough Council officers' input into the CSSW assessment.

8. Financial Implications.

8.1 Whilst the revised code does have implications for additional inspections, it is considered that the current staffing structure will be able to manage the increase in frequencies

8.2 It is not envisaged that the revised frequencies and intervention criteria will have an increase demand on the levels of repair works required on footways and carriageways over current resources, however this will be monitored.

9. Recommendation.

9.1 It is recommended that Cabinet approve implementation the new safety inspection frequencies and defect intervention criteria.

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Corporate Director – Communities
February 2023

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Background documents: None

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BRIDGEND COUNTY BOROUGH COUNCIL

Inspection frequency and intervention levels

| CARRIAGEWAY CATEGORY | | INSPECTION FREQUENCY | EMERGENCY SAFETY INTERVENTION LEVELS (24HR REPAIR) ---- PRIORITY 1 | | | NON-EMERGENCY SAFETY INTERVENTION LEVELS (28 DAY REPAIR) ----PRIORITY 2 | | |
|----------------------|-----------------------------------|----------------------|---|---|----------------------|--|---|----------------------|
| | | | POTHoles | SUBSIDENCE OR RAISED AREAS (With a minimum actionable value of 75mm) | PROTRUDING IRON WORK | POTHoles/ VERTICAL DIFFERENCES IN LEVEL | SUBSIDENCE OR RAISED AREAS (With a minimum actionable value of 50mm) | PROTRUDING IRON WORK |
| CHSR | Strategic Route | 1 MONTH | 50mm | 10% | 25mm - | 40mm | 10% | 35mm |
| CH1 | Main Distributor | 1 MONTH | 50mm | 10% | 25mm - | 40mm | 10% | 35mm |
| CH2 | Secondary Distributor | 3 MONTHS | 50mm | 10% | 25mm - | 40mm | 10% | 35mm |
| CH3 | Link Road | 6 MONTHS | 75mm | 20% | 50mm - | 40mm | 10% | 35mm |
| CH4 | Local Access Road | 12 MONTHS | 75mm | 20% | 75mm - | 40mm | 10% | 35mm |
| CH5 | Minor Road | REACTIVE INSPECTIONS | 75mm | 20% | 75mm | 40mm | 10% | 35mm |
| | | | | | | | | |
| FOOTWAY CATEGORY | | | TRIPS (VERTICAL DIFFERENCES IN LEVEL) | | | TRIPS (VERTICAL DIFFERENCES IN LEVEL) | | |
| FH1 | Town Centre Pedestrian Areas | 1 MONTH | 40mm | 15% | 25mm | 25mm | 15% | 20mm |
| FH2 | Footways Outside Public Buildings | 3 MONTHS | 40mm | 15% | 40mm | 25mm | 15% | 20mm |
| FH3 | Link Footway | 6 MONTHS | 40mm | 30% | 50mm | 25mm | 15% | 20mm |
| FH4 | Housing Estate Footway | 12 MONTHS | 40mm | 30% | 50mm | 25mm | 15% | 20mm |
| FH5 -- | Little Used Rural Footway | 12 MONTHS | 40mm | 30% | 50mm | 25mm | 15% | 20mm |

See notes over page

BRIDGEND COUNTY BOROUGH COUNCIL

Inspection frequency and intervention levels

NOTES:-

- 1. For Priority 1 defects officers are to ensure that the defect is repaired within 24 hours, this may require contacting the works team direct on mobile phones and issuing the job ticket in retrospect and require overtime working to rectify defects identified on a Friday or Saturday**
- 2. The footway intervention levels apply to the main paved or slabbed area of footways as, when risk assessing kerbing defects consideration should be given to the fact that they form the division between the footway and the adjacent carriageway, usually with an upstand of 75 to 125mm. A pedestrian stepping on or off a footway, or walking along a footway close to the kerblines could reasonably be expected to exercise the appropriate level of care and attention due to the presence of the upstand. As a result the intervention levels for footways are not applied to kerb defects, apart from at designated pedestrian crossing points.**
- 3. The implementation of additional active travel routes and the implementation of cycle routes has been considered as part of the BCBC review. BCBC will implement footway intervention criteria on cycleways where they are combined/contiguous with footways on the network. Where cycleways are included within a carriageway layout the carriageway criteria will apply, as such routes are generally short in length and cyclists would be expected to consider that the route is part of the carriageway rather than an independent cycle way.**

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

PUBLIC SPACE PROTECTION ORDER – DOG CONTROL CONSULTATION

1. Purpose of report

1.1 The purpose of this report is to:

- Seek Cabinet approval to consult with the Police, the Police and Crime Commissioner and other relevant bodies in relation to the creation of a Public Space Protection Order (PSPO) relating to Dog Control in Bridgend County, and;
- For Cabinet to note that the outcome of the consultation will be reported to Cabinet in due course.

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

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

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

3. Background

3.1 Anti-social behaviour is a broad term to describe the day to day incidents of crime, nuisance and disorder that make many people's lives a misery: from litter and vandalism, to public drunkenness or aggressive dogs, to noisy or abusive neighbours. Such a wide range of behaviours means that responsibility for dealing with anti-social behaviour is shared between a number of agencies, particularly the police, councils and social landlords. The Home Office has reformed the anti-social behaviour powers to give professionals the increased flexibility they need to deal with certain situations.

- 3.2 The Anti-social Behaviour, Crime and Policing Act 2014 ('the Act') makes provision about anti-social behaviour, crime and disorder. The Act sets out the following 6 new tools for responsible bodies and responsible authorities:
- i. Injunction
 - ii. Criminal Behaviour Order (CBO)
 - iii. Dispersal power's
 - iv. Community Protection Notice's (CPN)
 - v. Closure Power's
 - vi. Public Spaces Protection Orders (PSPO)
- 3.3 The previous PSPO in Bridgend County Borough was enacted on 18 June 2019 and related to the control of alcohol, restriction of access to public space and dog control. It expired on 18 June 2022.
- 3.4 A PSPO is an effective deterrent to deal with particular nuisance or problems in a specified area that is detrimental to the quality of life of the local community.
- 3.5 A PSPO works by imposing conditions on the use of a specified area, which applies to everyone. A PSPO is designed to ensure that residents and visitors can enjoy public spaces without experiencing anti-social behaviour.
- 3.6 In accordance with s60 (2) of the Anti-Social Behaviour Crime and Police Act 2014, ('the Act') a PSPO may not have effect for more than 3 years, unless extended under S60 (3) or S60 (4).
- 3.7 The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.
- 3.8 The PSPO for Dog Control enabled officers from Bridgend County Borough Council (BCBC) to give direction in regards to dogs off lead and dogs causing nuisance in a public place. This includes dog fouling and other related issues.
- 3.9 The previous PSPO enabled the Council to take preventative enforcement action in public places. Detailed information is outlined below.

3.10 Dog Control Order

This relates to all public spaces throughout the borough and imposes the following conditions on the use of that land:-

- a) Person(s) within the Restricted Area will collect and dispose of the faeces of dogs within their control by removing it and depositing the dog faeces in a bag which should be left in a litter bin or taken home
- b) Person(s) within the Restricted Area who have dogs within their control must carry bags or other suitable means for the collection of dog faeces
- c) Person(s) within the Restricted Area must, when requested to do so by an Authorised Officer, must place dogs in their control on a lead. The Authorised

Officer must specify the location and duration covered by a direction given under Paragraph 6 (C) of this Order

For clarity, the PSPO relates to all public spaces. The PSPO does not restrict dogs from being off lead in specific areas but requires that, if requested by an Authorised Officer, dogs will be placed on a lead.

4. Current situation/proposal

4.1 Before the Council can make, extend or vary a PSPO there is a procedure set down by statute which must be followed. In particular, a Local Authority must carry out the necessary consultation, the necessary publication and the necessary notification (if any).

Necessary consultation means that a Local Authority must consult with:

- I. the chief officer of police and the local policing body for the police area that includes the restricted area (statutory guidance issued states that this should be done through the chief officer of and the Police and Crime Commissioner but details could be agreed by working level leads)
 - II. any community representatives the local authority thinks it is appropriate to consult (community representative means any individual or body appearing to the authority to represent the views of people who live in, work in, or visit the restricted area). Community representatives could include residents' groups or particular groups of individuals who use a local amenity (e.g. regular users of the park or specific activities such as busking or other types of street entertainment).;
 - III. the owner or occupier of land within the restricted area (this does not apply to land owned and occupied by the Local Authority and applies only if, or to the extent that, it is reasonably practicable to consult the owner or occupier of the land).
- 4.2 If approved the statutory consultation will commence in early April 2023 and continue for 12 weeks.
- 4.3 The Consultation will seek views on the creation of a PSPO regarding dog control in Bridgend County.
- 4.4 The PSPO relating to dog control shall not apply to Disabled persons as defined by the Equality Act 2010 where the person suffers from a disability which would prevent them from collecting their dog faeces.
- 4.5 All Town and Community Councils in the areas covered by the PSPO will be notified.
- 4.6 Specific consultees outlined in the legislation will be contacted directly via letter. These are:
- Elected members as representatives of their constituents
 - The South Wales Police and Crime Commissioner
 - The South Wales Police Chief Superintendent for the area
 - All town and community councils

- Bridgend Community Safety Partnership
- South Wales Fire and Rescue Service
- Bridgend Association of Voluntary Associations (BAVO)
- Bridgend Business Against Crime (BBAC)
- Bridgend Dogs Trust
- The Kennel Club
- Rambers Cymru

4.7 An on line survey will be available on the BCBC website. This will be promoted via social media platforms to individuals who live in, work in, or visit Bridgend County.

5. Effect upon policy framework and procedure rules

5.1 None

6. Equality Act 2010 implications

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

6.2 Full Equality Impact Assessments (EIA) were carried out when the PSPOs were created in 2018.

6.3 A new EIA screening will be carried out when the consultation is completed and the results of that screening reported to cabinet alongside the consultation report to inform whether a further full EIA is required.

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

7.1 The recommendations in this report demonstrate the sustainable development principle by ensuring that by meeting the needs of the present they do not compromise the ability of future generations to meet their own needs and this is evidenced through the 5 ways of working:

- Long term – the report seeks to address the long term problems associated with anti-social behaviour. These include addressing issues relating to control of dogs.
- Prevention – working with partners to prevent the negative effects of anti-social behaviour on those living, working or visiting Bridgend County Borough.
- Integration – the project contributes to the well-being goals: a healthier Wales, a Resilient Wales, and a Wales of Cohesive Communities and to the Well-being objective Supporting communities in Bridgend to be Safe and Cohesive.
- Collaboration – the initiative is a collaboration between Bridgend County Borough Council Communities Directorate, the Bridgend Community Safety Partnership, South Wales Police and South Wales Fire and Rescue Service.

- Involvement – the consultation with partners, stakeholders, local residents, communities and elected members will inform the decision of whether to extend the PSPOs.

8. Financial implications

- 8.1 There are no financial implications arising from this report. If the creation of the new PSPO is approved there will be costs associated with signage and promotion of the PSPO in local press. This will be funded through existing budgets.
- 8.2 The estimated costs for the dog control order which will be met from existing budgets within the Communities Directorate are:

| | |
|--------------------------|--------|
| Advertising and printing | £3,000 |
|--------------------------|--------|

9. Recommendation

- 9.1 Cabinet is recommended to give approval to commence a public consultation on the proposal to create a Public Space Protection Order as outlined in paragraph 4.3 of this report.
- 9.2 Cabinet is recommended to note that the outcome of the consultation will be reported to Cabinet in due course.

Janine Nightingale
Corporate Director - Communities
14 March 2023

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Background Papers:
None

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CORPORATE DIRECTOR COMMUNITIES

TENNIS COURT IMPROVEMENTS AND COMMUNITY ASSET TRANSFER FUND CHANGE OF USE

1. Purpose of report

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

- Extend the scope of the Community Asset Transfer (CAT) Fund to include the development and refurbishment of assets / facilities currently or formerly maintained by the Parks Department that can not readily be subject to a CAT due to issues such as land title, where a minimum of 25% external match-funding has been secured;
- Allocate £50,000 from the CAT Fund to enable three tennis courts at Maesteg Welfare Park to be refurbished in partnership with the Lawn Tennis Association (LTA) at a total cost of £201,282;
- Allocate up to £151,065.09 (current cost £137,331.90 + 10% contingency) from the CAT Fund to enable two new tennis courts to be developed at Griffin Park, Park in partnership with the LTA with a match-funding contribution of £53,476.00 being secured;
- Allocate £3,900.00 from the CAT Fund to enable two tennis courts at Heol-y-Cyw Playing Fields to be refurbished in partnership with the LTA at a total cost of £59,868.06.

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

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

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

3. Background

Tennis Court Improvements

- 3.1 The LTA Park Refurbishment Programme will refurbish park courts across the UK having received £21.9 million of funding directly from UK Government's Department for Digital, Culture, Media & Sport (DCMS) and an additional £8.4 million from the LTA Tennis Foundation to deliver the programme by March 2024. This funding is aimed at public parks and working in partnership with local authorities.
- 3.2 The LTA have assessed tennis facilities falling under the responsibility of Bridgend County Borough Council (BCBC) and have determined that there are 4 viable sites that should be resurfaced based upon their own condition surveys and an assessment of demand. The proposed works have been assessed by the contractor appointed under the LTA framework agreement, and the LTA Funding Panel confirmed the following costs and suggested financial contributions from BCBC at their meeting held on 10 February 2023:

| Location | Number of Tennis Courts | Total Cost | LTA Funding | BCBC Contribution | Proposed Source of BCBC Funding |
|--------------------------|-------------------------|--------------------|--------------------|--------------------|---------------------------------|
| Maesteg Welfare Park | 3 | £201,281.62 | £151,281.62 | £50,000.00 | CAT Fund (see Para. 4.3) |
| Griffin Park | 2 | £190,807.90 | £53,476.00 | £137,331.90 | CAT Fund (see Para. 4.4) |
| Caedu Park, Ogmores Vale | 2 | £67,512.10 | £67,512.10 | Nil | n/a |
| Heol y Cyw | 2 | £59,868.06 | £55,968.06 | £3,900.00 | CAT Fund (see Para 4.5) |
| Total | 9 | £519,469.68 | £328,237.78 | £191,231.90 | |

- 3.3 The proposed tennis court improvements would need to be commissioned by BCBC under a framework agreement that has been arranged by the LTA and assessed by our Procurement and Legal Services teams to determine compliance with BCBC procurement regulations.
- 3.4 Porthcawl Town Council submitted an expression of interest (EOI) for a freehold transfer of Griffin Park and Play Area under the Council's CAT programme on 2 December 2019. The EOI was duly approved by the CAT Steering Group on 19 December 2019 on the basis of initial lease agreements prior to a freehold transfer being agreed while the proposals for the Porthcawl Waterfront Regeneration: were being finalised.

- 3.5 The transfer of Griffin Park and Play Area was completed under initial lease agreements on 7 July 2022 with a proposed freehold transfer still to be agreed. Porthcawl Town Council is responsible for the day-to-day maintenance of these facilities.

CAT Fund

- 3.6 The Council originally set aside capital funding of £1 million in February 2014 in the capital programme for works to refurbish pavilions, to encourage CATs and assist in ensuring that assets become sustainable. The scope for this funding was subsequently widened to also include building works undertaken on other Council facilities such as community centres and public toilets, to support the CAT process and ensure that as many buildings as possible could be kept open and provide long-term community benefits.
- 3.7 Under the revised CAT protocol approved by Cabinet on 25 July 2017, funding applications up to £50k from the £1 million CAT Fund can be approved by the CAT Steering Group with sums in excess of this threshold being required to be referred to Cabinet for approval.
- 3.8 Cabinet agreed a range of measures designed to stimulate the CAT Programme on 25 February 2020 when approving the Playing Fields, Outdoor Sports Facilities and Parks Pavilions and Community Asset Transfer report which included:
- (1) A commitment to replenishing the £1 million CAT Fund as and when necessary, subject to the availability of finite capital resources, to encourage transfers and meet demand particularly where value for money can be clearly demonstrated post CAT;
 - (2) Extending the CAT Fund to include the maintenance of playing fields so that pitch and drainage surveys can be undertaken along with capital grants to enable pitch improvements and self-management and thereby increasing the chances of long-term sustainable CATs by:
 - Developing a programme of sports pitch improvement and drainage capital grants valued at £5,000 to £25,000 per playing surface to ensure that prioritised sites are fit for purpose based upon independent condition assessments.
 - Establishing pitch maintenance equipment grants to provide capital funding valued from £5,000 up to £10,000 for Town and Community Councils (T&CCs) and sports clubs who complete transfers to assist with the purchase of equipment to enable the self-management of associated green spaces.
- 3.9 Cabinet / Corporate Management Board (CCMB) recommended on 5 October 2021 that the CAT Fund should be topped up by £500,000 and this was approved by Council and included in the Capital Programme in January 2022.
- 3.10 Cabinet and the CAT Steering Group has, to date, allocated funding totalling £1,194,676.96 from the £1.5 million CAT Fund which is summarised in the table below and detailed at **Appendix A**:

| Purpose of Funding | Total Allocations | Spend to Date | Commitments |
|--------------------------------------|--------------------------|----------------------|--------------------|
| Building Refurbishment / Development | £804,135.71 | £532,142.62 | £271,993.09 |
| Maintenance Equipment | £184,175.22 | £150,025.22 | £34,150.00 |
| Pitch & Drainage Improvements | £174,952.99 | £107,319.07 | £67,633.92 |
| Miscellaneous* | £31,413.04 | £17,433.04 | £13,980.00 |
| Total | £1,194,676.96 | £806,919.95 | £387,375.01 |

* Additional funding awarded to sports clubs and town and community councils via CAT Fund submitting funding applications under the Bridgend Sports Support Fund 2021-22 and Town & Community Council Capital Grant scheme that were over subscribed (see Appendix A for details)

4. Current situation/proposal

Match-funding to support LTA Park Refurbishment Programme Investment

- 4.1 The LTA is proposing that the refurbishments at Maesteg Welfare Park, Caedu Park and Heol-y-Cyw should be undertaken at the end of March / early April 2023. The Council has requested that the potential development of new tennis courts at Griffin Park should be delayed until September 2023 so that community engagement and planning permission can be progressed.
- 4.2 The proposed refurbishments have been discussed at recent meetings of the CAT Steering Group (CSG) with a clear willingness that the financial contribution of £50,000 towards the cost of improving Maesteg Welfare Park should be funded by the CAT Fund. The financial contribution required from BCBC does not fit the current criteria for the CAT Fund as set out in 3.6 and 3.8 as tennis courts are not one of the prioritised areas for CAT, and furthermore no financial savings would be achieved should the Parks Department cease to maintain these facilities with them being managed by a third party such as Tennis Wales. Under such an arrangement the third party would retain any income from hire and be responsible for day-to-day maintenance of the facilities. The tennis courts would be enclosed by fencing and accessed by a key coded gate. As a guide, family passes currently cost £39 per annum and free usage and coaching would be available. The LTA has required any third party taking on the day-to-day running of tennis facilities Park Refurbishment Programme to provide a commitment to run free organised activity on a Saturday or Sunday at 10 a.m. linked to new free offer being developed and it envisaged that such an approach would be adopted for the proposed improvements to sites across BCBC. It should also be noted that the Parks Department would retain responsibility for the day-to-day management of the remaining two tennis courts that are not currently planned to be refurbished and are in a poor condition and will need to form part of the strategic review of Maesteg Welfare Park going forward.
- 4.3 The CSG fully accepts that the £50,000 investment required from BCBC to refurbish three tennis courts does not provide the financial savings that can be attributed to regular CATs. However, the benefit to the community also needs to be considered, alongside the wider improvements required at Maesteg Welfare Park as part of the

Council's ongoing strategic review of major parks which needs to be developed and approved in due course with the proposed improvements to the tennis courts being seen by the CSG as the first phase of improving facilities and attracting significant inward investment. The Council's proposed contribution equates to 24.8% of the total project cost of £201,281.62 with potential funding from the LTA totalling £151,281.62 potentially being lost should the Council be unable to provide the suggested match-funding.

- 4.4 The land where the two existing tennis courts at Griffin Park are located will be required for the proposed new road development which forms a part of the Porthcawl Waterfront Regeneration project. The Council has previously confirmed its commitment that new replacement tennis courts need to be in place prior to the old facilities being decommissioned and the LTA has agreed in principle to provide funding of £53,476 for the new facilities which are currently estimated to cost £190,807.90. The LTA proposed contribution reflects the cost that would have been incurred to refurbish the existing tennis courts. It is proposed that the new tennis courts should also be funded from CAT Fund but that a contingency of 10% should be added to the contribution of BCBCt to take account of possible price increases and unforeseen costs which would be a maximum of £151,065.09 (current cost £137,331.90 + 10% contingency). No financial savings that can be attributed to regular CATs will be achieved from funding the new tennis courts at Griffin Park from the CAT Fund.
- 4.5 The LTA are requesting a contribution of £3,900 for the improvements at Heol-y-Cyw and it is proposed that this match-funding should also be provided from the CAT Fund.
- 4.6 The proposed LTA funding of £328,237.78 equates to 1% of total budget funding of £30.3m that is available for LTA Park Refurbishment Programme which will assist in ensuring that Bridgend will have tennis facilities that can be utilised by future generations should Cabinet approve the funding contributions requested.

Extending the Scope of the CAT Fund

- 4.7 The Parks Department may have day to day management responsibility for assets, such as green spaces that are not formally owned by BCBC because they have historically not been adopted following transfer from property developers or registered with the Land Registry following local government reorganisation. Such assets cannot be considered to be CATs even when day to day responsibility for managing such assets are transferred to a community group. The transfer of such assets may only achieve small financial savings to the Parks Department and also have limited scope for investment under the Council's Capital Programme and as such often fall into disrepair and possible decommissioning to the detriment of the community and its future generations.
- 4.8 The CSG would wish to extend the scope of the CAT Fund to include the development and refurbishment of assets / facilities currently or formerly maintained by the Parks Department that cannot readily be subject to a full CAT due to issues such as land title, where a minimum of 25% external match-funding has been secured. This approach will assist in ensuring that such assets can be improved for the benefit of the community particularly where BCBC is able to work in partnership with Town and

Community Councils (T&CCs), the governing bodies of sports and Sports Wales in securing external funding.

5. Effect upon policy framework and procedure rules

- 5.1 There will be no direct effect on the CAT policy that was approved by the Cabinet on 23 July 2019. The procedure rules for funding under the CAT Fund would need to be updated to reflect the inclusion of funding to assets / facilities subject to minimum match-funding of 25% outlined at paragraphs 4.7 and 4.8 which would include the tennis court improvements at Maesteg Welfare Park, Heol-y-Cyw Playing Fields and Griffin Park that would not currently qualify under the criteria for the CAT Fund.

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 Council is committed to promoting sustainable development and to discharge its duties under the Well-being of Future Generations (Wales) Act 2015. The required Assessment Template has been completed and a summary of the implications from the assessment relating to the five ways of working is outlined below in respect of the proposed funding allocation for the tennis courts at Maesteg Welfare Park and extending the scope of the CAT Fund:

| | |
|----------------------|---|
| Long-term | Supports the well-being objectives/ other corporate priorities of the Council outlined at paragraph 2.1. |
| Prevention | Ensures the assets and services threatened by financial austerity can continue to be used by the community and promote healthier lifestyles and general well-being. |
| Integration | Enables the Council to work in partnership with T&CCs, sports clubs, community groups, other stakeholders and the wider community to meet local needs in a more holistic way. |
| Collaboration | The proposals have been developed and will be delivered through a strong partnership between BCBC, T&CCs and relevant stakeholders. |
| Involvement | The proposals will be delivered in close partnership with a range of local stakeholders including T&CCs, community groups / current users and the national governing bodies. |

8. Financial implications

- 8.1 Unallocated funding of £305,323.04 is presently available under the CAT Fund based upon the original allocation of £1 million and top-up of £500,000 approved by Council in January 2022 and total funding of £1,194,676.96 already earmarked or expended (see paragraph 3.10 and CAT Fund Allocations at **Appendix A**). The allocation of £50,000 and £3,900.00 towards the cost of tennis court refurbishments at Maesteg Welfare Park and Heol-y-Cyw Playing Fields respectively and up to a maximum of £151,065.09 for new tennis courts at Griffin Park, would reduce the balance of unallocated funding to £100,357.95.
- 8.2 Cabinet has previously indicated that the CAT Fund should be replenished to encourage CATs, subject to the availability of finite capital resources, so that assets can be developed and safeguarded for future generations, particularly where value for money can be clearly demonstrated. It is intended that a report highlighting the outcomes and benefits already achieved under the CAT programme will be submitted for consideration to the Cabinet / Corporate Management Board along with a business case to request additional funding under the Capital Programme where deemed appropriate. Any additional requests for Capital funding would also have to seek approval from Council.

9. Recommendations

Cabinet is requested to:

- 9.1 Approve the scope of the CAT Fund be extended to include the development and refurbishment of assets / facilities currently or formerly maintained by the Parks Department that can not readily be subject to a CAT due to issues such as land title, where a minimum of 25% external match-funding has been secured;
- 9.2 Approve the allocation of £50,000 under the CAT Fund to enable three tennis courts at Maesteg Welfare Park to be refurbished in partnership with the LTA at a total cost of £201,282, subject to Cabinet approving the extension of the scope of the CAT Fund;
- 9.3 Approve the allocation of up to a maximum of £151,065.09 (current cost £137,331.90 + 10% contingency) under the CAT Fund to enable two new replacement tennis courts to be developed at Griffin Park with the LTA providing match-funding of £53,476.00 to the total cost of the project currently estimated to be £190,807.90, subject to the outcomes of community engagement and planning permission, and Cabinet approving the extension of the scope of the CAT Fund;
- 9.4 Approve the allocation of £3,900 under the CAT Fund to enable two tennis courts at Heol-y-Cyw Playing Fields to be refurbished in partnership with the LTA at a total cost of £59,868.06, subject to Cabinet approving the extension of the scope of the CAT Fund.

Janine Nightingale
CORPORATE DIRECTOR COMMUNITIES
March 2023

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Communities Directorate,
Civic Building, Angel Street, Bridgend, CF31 4WB

Background Papers:

None

CAT FUND : SPEND AND ALLOCATIONS (DECEMBER 2022)

| COMMUNITY GROUP | ASSET |
|--|---|
| Bridgend Muncipal Bowls Club | Bridgend Municipal Bowls Club |
| Bryncethin RFC | Bryncethin Community Centre & Playing Fields |
| Caerau Bowling Club | Caerau Welfare Park Bowls Green |
| Caerau FC | Hermon Road / Metcalf Street |
| Carn Rovers | Cwm Garw Playing Fields |
| Cefn Cribwr Athletic Club | Cae Gof Playing Fields |
| Cefn Cribwr Bowls Club | Cae Gof Bowls Green |
| Cornelly Community Council | North Cornelly Community Centre |
| Garw SBGC | Blandy Park Paviloon |
| Gilfach Goch RFC | Evanstown Welfare Park Pavilion |
| Gilfach Gogh Bowls Clubs | Evanstown Welfare Park Bowls Green |
| Kenfig Hill & Pyle Bowls Club | Pyle Bowls Green |
| Kenfig Hill RFC | Croft Gogh Rugby Pitch & Green Spaces |
| Laleston Community Council | Bryntirion Community Centre |
| Llangynwyd Middle CC | Llangynwyd Playing Fields (Drainage Improvements) |
| Llangynwyd Rangers | Llangynwyd Playing Fields |
| Maesteg Celtic RFC / Maesteg Celtic Cricket Club | Garth Park Playing Surfaces & Green Spaces |
| Maesteg Harlequins | South Parade Playing Surfaces & Green Space |
| Maesteg Park FC | Tudor Park Playing Fields |
| Maesteg Town Council | Miscellaneous CAT Sites (Maesteg TC CAT Fund) |
| Maesteg Welfare Bowls Club | Maesteg Welfare Park Bowls Green |
| Nantymoel RFC | Nantymoel Playing Fields |
| Ogmore Vale Bowling Club | Caedu Park (Ogmore Vale) Bowls Green |
| Parks (BCBC) | South Pavilion, Newbridge Fields |
| Pencoed Athletic Boys & Girls Club | Woodlands Park |
| Pencoed RFC | Pencoed Recreation Ground Floodlights |
| Pencoed Town Council | Pencoed Recreation Ground Pavilion |
| Pontycymer Bowls Club | Pontycymer Bowls Green |
| Rest Bay Sports Ltd. | Rest Bay Playing Fields |
| Wyndham Bowls Club | Wyndham Bowls Club Green |
| | |
| | Total |

KEY:

(BSSF) - Funding application submitted under oversubscribed Bridgend Sports Support Fund and provided via
(T&CC) - Funding application submitted under Town & community Capital Grant Scheme and provided via CAT

| ACTUAL SPEND TO DATE | | | |
|-----------------------------|------------------------------|---------------------------|---------------------|
| Purpose of Funding | | | |
| Refurbishments | Maintenance Equipment | Pitch Improvements | Micellaneous |
| £0.00 | £7,531.78 | £0.00 | £0.00 |
| £110,000.00 | £10,000.00 | £7,110.00 | £0.00 |
| £0.00 | £9,360.00 | £0.00 | £0.00 |
| £0.00 | £0.00 | £0.00 | £0.00 |
| £2,100.00 | £9,394.00 | £0.00 | £3,500.00 |
| £113,441.55 | £8,580.67 | £25,073.00 | £3,500.00 |
| £0.00 | £5,170.75 | £0.00 | £0.00 |
| £5,000.00 | £0.00 | £0.00 | £0.00 |
| £35,000.00 | £0.00 | £0.00 | £0.00 |
| £0.00 | £0.00 | £0.00 | £3,500.00 |
| £0.00 | £7,138.98 | £0.00 | £0.00 |
| £0.00 | £4,526.76 | £0.00 | £0.00 |
| £0.00 | £10,000.00 | £0.00 | £0.00 |
| £50,000.00 | £0.00 | £0.00 | £0.00 |
| £0.00 | £0.00 | £4,941.03 | £0.00 |
| £0.00 | £10,000.00 | £18,294.00 | £0.00 |
| £0.00 | £0.00 | £0.00 | £0.00 |
| £0.00 | £5,850.00 | £30,563.88 | £0.00 |
| £2,390.00 | £10,000.00 | £19,337.16 | £0.00 |
| £2,000.00 | £7,921.60 | £2,000.00 | £0.00 |
| £0.00 | £9,969.78 | £0.00 | £0.00 |
| £0.00 | £0.00 | £0.00 | £991.98 |
| £0.00 | £10,000.00 | £0.00 | £0.00 |
| £77,739.44 | £0.00 | £0.00 | £0.00 |
| £0.00 | £0.00 | £0.00 | £2,441.06 |
| £0.00 | £0.00 | £0.00 | £3,500.00 |
| £94,726.63 | £0.00 | £0.00 | £0.00 |
| £0.00 | £4,834.00 | £0.00 | £0.00 |
| £39,745.00 | £10,000.00 | £0.00 | £0.00 |
| £0.00 | £9,746.90 | £0.00 | £0.00 |
| | | | |
| £532,142.62 | £150,025.22 | £107,319.07 | £17,433.04 |

a CAT Fund under Delegated Power

┌ Fund under Delegated Power

| | COMMITTED EXPENDITURE | | | |
|--------------------|-----------------------|-----------------------|--------------------|-------------------|
| | Purpose of Funding | | | |
| Total Spend | Refurbishments | Maintenance Equipment | Pitch Improvements | Micellaneous |
| £7,531.78 | £35,773.52 | £0.00 | £0.00 | £3,480.00 |
| £127,110.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £9,360.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £0.00 | £50,000.00 | £10,000.00 | £0.00 | £3,500.00 |
| £14,994.00 | £8,233.72 | £0.00 | £0.00 | £0.00 |
| £150,595.22 | £0.00 | £0.00 | £1,491.80 | £0.00 |
| £5,170.75 | £0.00 | £0.00 | £0.00 | £0.00 |
| £5,000.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £35,000.00 | £15,000.00 | £0.00 | £0.00 | £0.00 |
| £3,500.00 | £0.00 | £10,000.00 | £0.00 | £0.00 |
| £7,138.98 | £0.00 | £0.00 | £0.00 | £0.00 |
| £4,526.76 | £0.00 | £0.00 | £0.00 | £0.00 |
| £10,000.00 | £0.00 | £0.00 | £0.00 | £3,500.00 |
| £50,000.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £4,941.03 | £0.00 | £0.00 | £0.00 | £0.00 |
| £28,294.00 | £157,240.85 | £0.00 | £31,706.00 | £0.00 |
| £0.00 | £0.00 | £10,000.00 | £0.00 | £3,500.00 |
| £36,413.88 | £0.00 | £4,150.00 | £9,436.12 | £0.00 |
| £31,727.16 | £0.00 | £0.00 | £0.00 | £0.00 |
| £11,921.60 | £0.00 | £0.00 | £0.00 | £0.00 |
| £9,969.78 | £0.00 | £0.00 | £0.00 | £0.00 |
| £991.98 | £0.00 | £0.00 | £0.00 | £0.00 |
| £10,000.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £77,739.44 | £0.00 | £0.00 | £0.00 | £0.00 |
| £2,441.06 | £0.00 | £0.00 | £25,000.00 | £0.00 |
| £3,500.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £94,726.63 | £0.00 | £0.00 | £0.00 | £0.00 |
| £4,834.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| £49,745.00 | £5,745.00 | £0.00 | £0.00 | £0.00 |
| £9,746.90 | £0.00 | £0.00 | £0.00 | £0.00 |
| | | | | |
| £806,919.95 | £271,993.09 | £34,150.00 | £67,633.92 | £13,980.00 |

| | CAT FUND |
|-------------------|-------------------|
| | TOTAL ALLOCATIONS |
| Total Commitments | |
| £39,253.52 | £46,785.30 |
| £0.00 | £127,110.00 |
| £0.00 | £9,360.00 |
| £63,500.00 | £63,500.00 |
| £8,233.72 | £23,227.72 |
| £1,491.80 | £152,087.02 |
| £0.00 | £5,170.75 |
| £0.00 | £5,000.00 |
| £15,000.00 | £50,000.00 |
| £10,000.00 | £13,500.00 |
| £0.00 | £7,138.98 |
| £0.00 | £4,526.76 |
| £3,500.00 | £13,500.00 |
| £0.00 | £50,000.00 |
| £0.00 | £4,941.03 |
| £188,946.85 | £217,240.85 |
| £13,500.00 | £13,500.00 |
| £13,586.12 | £50,000.00 |
| £0.00 | £31,727.16 |
| £0.00 | £11,921.60 |
| £0.00 | £9,969.78 |
| £0.00 | £991.98 |
| £0.00 | £10,000.00 |
| £0.00 | £77,739.44 |
| £25,000.00 | £27,441.06 |
| £0.00 | £3,500.00 |
| £0.00 | £94,726.63 |
| £0.00 | £4,834.00 |
| £5,745.00 | £55,490.00 |
| £0.00 | £9,746.90 |
| | |
| £387,757.01 | £1,194,676.96 |

| Additional Information for Miscellaneous Expenditure |
|---|
|---|

| |
|---|
| £3,480 Fire Safety Improvements (BSSF) |
| |
| |
| |
| Additional Pitch Maintenance Equipment (BSSF) |
| £3,500 for additional maintenance equipment (BSSF) |
| £3,500 for pavilion heating improvements (BSSF) |
| |
| |
| |
| £3,500 for pavilion CCTV (BSSF) |
| |
| |
| |
| £3,500 site security fencing (BSSF) |
| |
| |
| Additional Drainage Improvements (T&CC) |
| |
| |
| £3,500 allocated to cricket club for facility improvements (BSSF) |
| |
| |
| |
| Third match-funding for CAT Projects (T&CC) |
| Additional cost of pavilion security gate (BSSF) |
| |
| |
| |
| £2,441.06 for barrier fencing (BSSF) |
| £3,500.00 part cost of floodlights (BSSF) |
| |
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| |
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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CHIEF OFFICER - FINANCE, PERFORMANCE AND CHANGE

RESULT OF TENDER OF ANNUAL INSURANCE POLICIES

1. Purpose of report

- 1.1 The purpose of this report is to inform Cabinet of the result of the retender exercise for all the Council's Insurance policies, other than the medical malpractice and Harbour insurance policies which are placed with specialist insurers and are not due for tender at this time. Approval is also sought from Cabinet to authorise Marsh UK Limited, as the Council's appointed Insurance Broker, to accept cover for the policies, on behalf of the 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** – 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 Whilst the Council's insurance policies are annual contracts, they are also subject to Long Term Agreements which can be for a 3 or 5 year period which allows for rating and budgeting stability. The current Long Term Agreements end on the 30 March 2023.
- 3.2 On 18th October 2022, Cabinet approved the commencement of a tender process for all annual insurance policies to commence on 31st March 2023 up to a maximum five year Long Term Agreement. That process has been completed and the outcomes are presented to Cabinet for consideration and approval.
- 3.3 The retender process was carried out by Marsh UK Limited who are the Council's appointed insurance brokers.

4. Current situation/proposal

- 4.1 The Council confirmed to bidders that awards would be made to the 'most economically advantageous' tender, based on a weighting of 50% for price and 50% for quality. The specifications asked for tenders based on two long term agreement (LTA) options, namely: three years, and three years with an option to extend for a further two years. The Insurance premiums below are for the three year LTA with an option to extend for a further two years.

- 4.2 All tenders were received electronically by the deadline of 3 Feb 2023. The companies who responded in accordance with the tender instructions have been identified as Insurers A to E in the first row of Table 1.
- 4.3 Tenders have been evaluated, with the assistance of Marsh UK Limited, following the tender evaluation criteria. The responses to the tender, winning score, and recommended Insurer, are detailed in Table 1 below. Table 2 shows the quotations from the recommended insurer.
- 4.4. As there was only one quotation received for the Liability insurance, Marsh have not carried out a quality score comparison, but have confirmed that the quotation met all of the tender requirements.

Table 1 – Tender Scores

Price Score

| | A | B | C | D | E |
|---|-------|-------|-------|-------|------|
| Lot 1 - Property Including Computers | 35 | 50 | 12.32 | | |
| Lot 2 - Combined liability | | | 50 | | |
| Lot 3 - Motor Fleet | 42.16 | 48.72 | 50 | | 32.9 |
| Lot 4 - Engineering Inspection & Insurance | 50 | | 40.35 | 46.68 | |
| Lot 5 - Personal Accident Travel & School Journey | 50 | | 40.07 | | |

Quality Score

| | A | B | C | D | E |
|---|-------|-------|-------|-------|-------|
| Lot 1 - Property Including Computers | 41.2 | 43.57 | 41.03 | | |
| Lot 2 - Combined liability | | | | | |
| Lot 3 - Motor Fleet | 44.26 | 42.55 | 44.65 | | 42.68 |
| Lot 4 - Engineering Inspection and Insurance | 46.29 | | 45.54 | 46.25 | |
| Lot 5 - Personal Accident Travel & School Journey | 29.93 | | 36.49 | | |

Total Score

| | A | B | C | D | E |
|---|-------|-------|-------|-------|-------|
| Lot 1 - Property Including Computers | 76.2 | 93.57 | 53.35 | | |
| Lot 2 - Combined liability | | | 50 | | |
| Lot 3 - Motor Fleet | 86.42 | 91.27 | 94.65 | | 75.58 |
| Lot 4 - Engineering Inspection and Insurance | 96.29 | | 85.89 | 92.93 | |
| Lot 5 - Personal Accident Travel & School Journey | 79.93 | | 76.56 | | |

Table 2

Premium including Insurance Premium Tax, excluding VAT

| | 2022 | 2023 | Recommended Insurer |
|--------------------------------------|--------------|--------------|---------------------|
| Lot 1 - Property Including Computers | £ 384,067.05 | £ 337,801.79 | B |
| Lot 2 - Combined liability | £ 406,284.48 | £ 358,301.44 | C |

| | | | |
|---|---------------------|---------------------|---|
| Lot 3 - Motor Fleet | £ 121,366.56 | £ 95,760.00 | C |
| Lot 4 - Engineering Inspection Attracts VAT | £ 30,698.00 | £ 33,459.00 | A |
| Lot 4 - Engineering Insurance | £ 4,326.56 | £ 4,435.20 | A |
| Lot 5 - Personal Accident Travel & School Journey | £ 29,120.78 | £ 29,837.92 | A |
| Total | £ 975,863.43 | £ 859,595.35 | |

4.5 In addition to the insurance premiums there is a Claims handling fee payable in arrears to the appointed claims handlers. This is dependent on the actual number of claims received during the policy period. If the number of claims for the 2023-24 financial year follow those of 2021-22 and 2022-23, this would result in an annual claims handling fee of approximately £35,000.

5. Effect upon policy framework and procedure rules

5.1 There will be no direct effect on the policy framework and procedure rules.

6. Equality Act 2010 implications

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

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

7.1 The 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 The costs for 2023-24 are shown in Table 2 above, and reflect an expected annual reduction of £116,268.08 on 2022-23 premiums, and a potential saving of £581,340.40 over the course of a three year LTA with an option to extend for a further two years. The premiums will be met from the 2023-24 insurance revenue budget which has sufficient funds to meet these costs. The expected annual reduction will be maintained as a contingency balance in case of any increases to in-year claims with longer term monitoring of the sustainability of this saving.

9. Recommendation

9.1 It is recommended that Cabinet approves the acceptance of the quotations in paragraph 4.4 with a three year Long Term Agreement, and an option to extend for a further two years, placed through Marsh UK Limited as the Council's appointed Insurance Broker.

Carys Lord
Chief Officer - Finance, Performance & Change
14 March 2023

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Insurance Officer

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Background documents: None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CHIEF OFFICER - FINANCE, PERFORMANCE AND CHANGE

NON-DOMESTIC RATES: DISCRETIONARY RELIEF: RETAIL, LEISURE AND HOSPITALITY RATES RELIEF SCHEME 2023-24

1. Purpose of report

- 1.1 The purpose of the report is to seek approval for Cabinet to adopt the Welsh Government's Retail, Leisure and Hospitality Rates Relief Scheme 2023-24.

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

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

- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focussed on raising the skills, qualifications and ambitions for all people in the county borough.

- 2.2 The scheme aims to help businesses to reduce their business rates charges for the period 01/04/23 – 31/03/24 in order to support continued occupation of High Street and provide financial assistance to retail, leisure and hospitality premises.

3. Background

- 3.1 The Welsh Government has announced a temporary extension of the Retail, Leisure and Hospitality Rates Relief Scheme for 2023-24 to support eligible occupied properties by offering a discount of 75% on non-domestic rates bills for such properties within the retail, leisure and hospitality sector. The scheme will apply to all eligible businesses; however, the relief will be subject to a cap on the amount each business can claim across Wales. The total amount of relief available is £110,000 across all properties occupied by the same business. All businesses are required to make a declaration that the amount of relief they are seeking across Wales does not exceed this cap, when applying to individual local authorities. Also, they will need to declare that they shall not receive more than £315,000 in total of Minimal Financial Assistance (MFA) over three years (financial years 2021-22 to 2023-24 inclusive). The Scheme

sets out the various categories of retail, leisure and hospitality premises that will benefit from relief. These are detailed in **Appendix A** of the report, but broadly the premises included are occupied shops, pubs and restaurants, gyms, performance venues and hotels across Wales.

- 3.2 The Scheme will be administered by the Council as a 'reimbursing local authority' that uses discretionary relief powers (under section 47 of the Local Government Finance Act 1988). It will be for individual local billing authorities to decide to grant relief under section 47, but Welsh Government will reimburse local authorities for the relief that is provided.
- 3.3 The Welsh Government is providing 75% rates relief for eligible properties for the year 2023-24.
- 3.4 The Retail, Leisure and Hospitality Rates Relief Scheme for 2023-24 will run alongside the Small Business Rates Relief Scheme. Small Business Rates Relief is awarded automatically on a maximum of 2 occupied properties in the same business name in any local authority area where the property has a rateable value under £12,000. There are around 3,200 businesses that receive Small Business Rates Relief.
- 3.5 It is estimated that, due to the limit of £110,000 per business across Wales, there will be in the region of 940 eligible ratepayers across the borough that could potentially benefit from having only 25% rates to pay for the year 2023-24 under this Scheme.

4. Current situation/proposal

- 4.1 The Council can elect to adopt the Scheme but does not have discretion over any elements of the Scheme. It is proposed that the Council adopts the Scheme for 2023-24 by making the appropriate determination and decision, as required by Sections 47(1) (a) and 47(3) respectively of the Local Government Finance Act 1988.
- 4.2 Full details of the Retail, Leisure and Hospitality Rates Relief Scheme for 2023-24 and the guidance on the application of the Scheme have been received from Welsh Government. If the Scheme is adopted, application forms will be made available on Bridgend County Borough Council's website for all qualifying ratepayers to apply. Due to the limit of £110,000 per business throughout Wales and the £315,000 in total of MFA over three years including 2023-23, Welsh Government have stated that this scheme will need to be administered on an application basis only.
- 4.3 The Chief Executive has delegated power (under Scheme B2 paragraph 2.19 of the Scheme of Delegation) to award relief to all qualifying businesses in accordance with the Non-domestic Rates Relief Scheme that may be eligible following receipt of the information requested by Welsh Government. It is intended that, upon receipt of a valid application form, the decision to award relief will be made by the Revenues Manager providing all terms of the Scheme are met.

5. Effect upon policy framework and procedures rules

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

6. Equality Act 2010 implications

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

6.2 Once adopted, the Council is obliged to comply with the Welsh Government's rules in applying the Scheme. These are detailed in **Appendix A**.

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 direct financial implications to the Council in adopting the scheme. The full value of the Retail, Leisure and Hospitality Rates Relief awarded will be reimbursed by the Welsh Government.

9. Recommendation

9.1 It is recommended that Cabinet:

- adopts the Welsh Government's Non-Domestic Rates Retail, Leisure and Hospitality Rates Relief Scheme for 2023-24 as detailed within **Appendix A**

Carys Lord

Chief Officer – Finance, Performance and Change and Section 151 Officer

2 March 2023

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Revenues Manager

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Bridgend
CF31 4WB

Background documents: NONE

Resolution

(a) The Council determines that, unless hereditaments are excepted under (b) below, Section 47(1)(a) (discretionary relief) of the Local Government Finance Act 1988 will apply as regards the hereditaments described in 'The Scheme' in accordance with the rules described in relation to those hereditaments.

It is reasonable for the Council to make this decision having regard to the interests of persons liable to pay business rates set by the Council.

(b) Relief is not available under this resolution in respect of any hereditament which is occupied by -

- the Welsh Ministers, a Minister of the Crown or government department,
- any public authority (including any local authority),
- the holder of any public office, or
- the Crown

(c) The Council decides, under Section 47(3) of the Local Government Finance Act 1988, that during the billing year 2023-24 'The Scheme' shall apply to the hereditaments described..

The Scheme to be Adopted

Introduction

This relief is aimed at businesses and other ratepayers in Wales in the retail, leisure and hospitality sectors, for example shops, pubs and restaurants, gyms, performance venues and hotels.

The Welsh Government will provide grant funding to all 22 local authorities in Wales to provide the Retail, Leisure and Hospitality Rates Relief scheme to eligible businesses for 2023-24. The scheme aims to provide support for eligible occupied properties by offering a discount of 75% on non-domestic rates bills for such properties. The scheme will apply to all eligible businesses, however the relief will be subject to a cap in the amount each business can claim across Wales. The total amount of relief available is £110,000 across all properties occupied by the same business. All businesses are required to make a declaration that the amount of relief they are seeking across Wales does not exceed this cap, when applying to individual local authorities.

Properties that will benefit from this relief will be occupied retail, leisure and hospitality properties – such as shops, pubs and restaurants, gyms, performance venues and hotels across Wales. More detailed eligibility criteria and exceptions to the relief are set out below.

Relief should be granted to each eligible business as a reduction to its rates bill based on occupation between 1 April 2023 and 31 March 2024. It is recognised that there may be some instances where a local authority is retrospectively notified of a change of occupier. In such cases, if it is clear that the business was in occupation on or after the 1 April 2023, the local authority may use its discretion in awarding relief.

It is intended that, for the purposes of this scheme, retail properties such as 'shops, restaurants, cafes and drinking establishments' will mean the following (subject to the other criteria in this guidance).

Hereditaments that are being used for the sale of goods to visiting members of the public

- Shops (such as florists, bakers, butchers, grocers, greengrocers, jewellers, stationers, off-licences, newsagents, hardware stores, supermarkets, etc)
- Charity shops
- Opticians
- Pharmacies
- Post offices
- Furnishing shops or display rooms (such as carpet shops, double-glazing, garage doors)
- Car or caravan showrooms
- Second hand car lots
- Markets
- Petrol stations
- Garden centres
- Art galleries (where art is for sale or hire)

Hereditaments that are being used for the provision of the following services to visiting members of the public

- Hair and beauty services
- Shoe repairs or key cutting
- Travel agents
- Ticket offices, eg. for theatre
- Dry cleaners
- Launderettes
- PC, TV or domestic appliance repair
- Funeral directors
- Photo processing
- DVD or video rentals
- Tool hire
- Car hire
- Estate and letting agents

Hereditaments that are being used for the sale of food and / or drink to visiting members of the public

- Restaurants
- Drive-through or drive-in restaurants
- Takeaways
- Sandwich shops
- Cafés
- Coffee shops
- Pubs
- Bars or Wine Bars

We consider assembly and leisure to mean the following.

Hereditaments that are being used for the provision of sport, leisure and facilities to visiting members of the public (including for the viewing of such activities) and for the assembly of visiting members of the public

- Sports grounds and clubs
- Sport and leisure facilities
- Gyms
- Tourist attractions
- Museums and art galleries
- Stately homes and historic houses
- Theatres
- Live Music Venues
- Cinemas
- Nightclubs

Hereditaments that are being used for the assembly of visiting members of the public

- Public halls
- Clubhouses, clubs and institutions

We consider hotels, guest & boarding premises and self-catering accommodation to mean the following.

Hereditaments where the non-domestic part is being used for the provision of living accommodation as a business

- Hotels, Guest and Boarding Houses,
- Holiday homes,
- Caravan parks and sites

Other considerations

To qualify for the relief, the hereditament should be wholly or mainly used for the qualifying purposes. In a similar way to other reliefs, this is a test on use rather than occupation. Therefore, hereditaments which are occupied but not wholly or mainly used for the qualifying purpose will not qualify for the relief. For the avoidance of doubt, hereditaments which closed temporarily due to the government's advice on Covid-19 should be treated as occupied for the purposes of this relief.

The above list is not intended to be exhaustive as it would be impossible to list all the many and varied retail, leisure and hospitality uses that exist. There will also be mixed uses. However, it is intended to be a guide for local authorities as to the types of uses that the Welsh Government considers for this purpose to be eligible for relief. Local authorities should determine for themselves whether particular properties not listed are broadly similar in nature to those above and, if so, to consider them eligible for the relief. Conversely, properties that are not broadly similar in nature to those listed above should not be eligible for the relief.

The grant of the relief is discretionary. Should local authorities decide to exercise their discretion not to apply the relief to eligible businesses, they may wish to consider taking their

own legal advice upon any potential consequential legal issues which might arise from such a decision and on a case by case basis.

Businesses may view that they have not faced substantial impacts from the recent economic pressures and as such may be inclined to not apply for the relief.

Types of hereditaments that are not considered to be eligible for Retail, Leisure and Hospitality Rates Relief

The following list sets out the types of uses that the Welsh Government does not consider to be retail, leisure or hospitality use for the purpose of this relief and which would not be deemed eligible for the relief. However, it will be for local authorities to determine if hereditaments are similar in nature to those listed and if they would not be eligible for relief under the scheme.

Hereditaments that are being used wholly or mainly for the provision of the following services to visiting members of the public

- Financial services (eg. banks, building societies, cash points, ATMs, bureaux de change, payday lenders, betting shops, pawnbrokers)
- Medical services (eg. vets, dentists, doctors, osteopaths, chiropractors)
- Professional services (eg. solicitors, accountants, insurance agents, financial advisers, tutors)
- Post Office sorting offices
- Day nurseries
- Kennels and catteries
- Casinos and gambling clubs
- Show homes and marketing suites
- Employment agencies

Hereditaments that are not reasonably accessible to visiting members of the public

If a hereditament is not usually reasonably accessible to visiting members of the public, it will be ineligible for relief under the scheme even if there is ancillary use of the hereditament that might be considered to fall within the descriptions listed under *Which properties will benefit from relief?*

Hereditaments that are not occupied

Properties that are not occupied on 1 April 2023 should be excluded from this relief. However, under the mandatory Empty Property Rates Relief, empty properties will receive a 100% reduction in rates for the first three months (and in certain cases, six months) of being empty.

Hereditaments that are owned, rented or managed by a local authority

Hereditaments owned, rented or managed by a local authority, such as visitor centres, tourist information shops and council-run coffee shops or gift shops attached to historic buildings, are exempt from this scheme.

How much relief will be available?

The total amount of government funded relief available for each property under this scheme for 2023-24 is 75% of the relevant bill. This is subject to a cap of £110,000 per business across all their properties in Wales.

The relief should be applied to the net bill remaining after mandatory reliefs (including discretionary elements that are fully or partly local authority funded) and other discretionary reliefs funded by section 31 grants have been applied (excluding those where local authorities have used their wider discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants). The reliefs to be applied before Retail, Leisure and Hospitality Rates Relief include categories of discretionary relief available prior to the Localism Act 2011 (eg rates relief for charities, community amateur sports clubs, non-profit organisations, hardship, empty properties). Local authorities may use their wider discretionary powers to offer further discounts outside this scheme or additional relief to hereditaments within the scheme. Where a local authority applies a locally funded relief under section 47 of the Local Government Finance Act 1988, this should be applied after the Retail, Leisure and Hospitality Rates Relief.

The eligibility for the relief and the relief itself will be assessed and calculated on a daily basis. The following formula should be used to determine the amount of relief to be granted for a particular hereditament in the financial year.

- Amount of relief to be granted = $V \times 0.75$, where
- V is the daily charge for the hereditament for the chargeable day after the application of any mandatory relief and any other discretionary reliefs (excluding those where local authorities have used their discretionary relief powers introduced by the Localism Act 2011, which are not funded by section 31 grants).

This should be calculated ignoring any prior-year adjustments in liabilities which fall to be liable on the day.

Businesses who occupy more than one property will be entitled to Retail, Leisure and Hospitality Rates Relief for each of their eligible properties, within the cap of £110,000 per business across Wales.

A business with a single property with a remaining liability (after reliefs) greater than £146,665 can use the entire allocation of relief. No other properties owned by that business will be eligible for the scheme.

Retail, leisure and hospitality properties which are excluded from Small Business Rates Relief due to the multiple occupation rule are eligible for this relief scheme, subject to the cap being applied.

Changes to existing hereditaments, including change in occupier

Empty properties becoming occupied after 1 April 2023 will qualify for this relief from the time of occupation.

If there is a change in occupier part way through the financial year, after relief has already been provided to the hereditament, the new occupier will qualify for the relief if they operate in the retail, leisure or hospitality sectors, on a pro-rata basis. This will be calculated based on

the remaining days of occupation using the formula used in the section titled How much relief will be available?

The discount should be applied on a day-to-day basis using the formula set out above. A new hereditament created as a result of a split or merger during the financial year, or where there is a change of use, should be considered afresh for the discount on that day.

The Cash Cap and Subsidy Control

No ratepayer can, in any circumstances, exceed the £110,000 cash cap across all of their hereditaments in Wales. Where a ratepayer has a qualifying connection with another ratepayer, those ratepayers should be considered as one ratepayer for the purposes of the cash caps. A ratepayer shall be treated as having a qualifying connection with another where:

- both ratepayers are companies and one is a subsidiary of the other, or both are subsidiaries of the same company; or
- only one ratepayer is a company and the other ratepayer has such an interest in that company as would, if the other ratepayer were a company, result in its being the holding company of the other.

As of 4 January 2023, the new UK subsidy control regime commenced with the coming into force of the Subsidy Control Act 2022. The RLHRR scheme is likely to be a subsidy under the new regime. Any relief provided by local authorities under this scheme will need to comply with the UK's domestic and international subsidy control obligations.

To the extent that a local authority is seeking to provide relief that falls below the Minimal Financial Assistance (MFA) thresholds, the Subsidy Control Act 2022 allows an economic actor (eg a holding company and its subsidiaries) to receive up to £315,000 in a 3-year period (consisting of the 2023-24 year and the two previous financial years). Previous iterations of the RLHRR scheme in Wales were not provided as a subsidy. Local authorities should ask the ratepayers, on a self-assessment basis, to declare as part of their application for RLHRR that they are not in breach of the cash cap or MFA limit.

It is the responsibility of the local authority to comply with all relevant subsidy control provisions, including MFA procedure and transparency requirements. More information is available in the UK statutory subsidy control [guidance](#) from the Department for Business, Energy and Industrial Strategy.

For further advice, the Subsidy Control Unit at the Welsh Government can be contacted at:

Subsidy Control Unit
Welsh Government
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CF10 3NQ
Email: SubsidyControlUnit@gov.wales

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

TEMPORARY ACCOMMODATION FOR HOMELESSNESS

1. Purpose of report

- 1.1 The purpose of this report is to seek approval from Cabinet to suspend the Council's Contract Procedure Rules (CPRs) in order to secure temporary accommodation for homelessness cases, to meet the Council's statutory housing duty.

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**:
- **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy and independent lives.

3. Background

- 3.1 At the start of the Covid 19 Pandemic Welsh Government introduced an 'All In' approach to homelessness and directed local authorities that no-one was to be without accommodation due to the public health imperative.
- 3.2 To meet this requirement the use of temporary accommodation had to be expanded within Bridgend and the service made arrangements with a number of venues to meet the needs of people presenting as homeless. At the start of the Covid pandemic it was expected that the use of such accommodation would be for the short term only and as such short-term block booking arrangements were entered into as part of the Council's emergency response to the pandemic. It was expected that services would, within a period of time, revert to pre covid conditions and therefore this arrangement would not need to be continued for a long period.
- 3.3 At the end of the initial period of bookings, the pandemic and its public health restrictions remained in place and further tranches of 6 monthly bookings were required. Additional units, such as self-contained holiday lets were also required to meet ongoing demands, including from families. Service Level Agreements (SLA's) between the hotels / other accommodation providers and the housing service were agreed.
- 3.4 These arrangements ended on 30 September 2022 and Cabinet was due to receive a report requesting approval for the re-negotiation of arrangements

with accommodation providers. However, due to the passing of Her Majesty in September 2022 Cabinet was postponed and Emergency Delegated Powers were instigated to approve the entering into of a 6-month arrangement with providers to secure accommodation until the 31 March 2023. At that point Welsh Government had not confirmed changes to the priority needs group outlined below and it was unclear whether the on-going need for temporary accommodation would need to be maintained at its current level or increased.

- 3.5 Subsequent to these arrangements being put in place, Welsh Government has confirmed a new category of 'priority need' and as of 24 October 2022 a new category of priority need came into force. Specifically, a person who is street homeless, that is people with no accommodation they are entitled to occupy, are to be provided with temporary accommodation. This has therefore become a statutory duty and the pressing need for temporary accommodation has not ceased or reduced, with the result that the tourism accommodation initially taken on a short-term basis has become key in the Council's ability to meet the Council's legal duties, without which the Council may face legal challenge. This is also the position across other authorities in Wales.
- 3.6 The additional expenditure incurred to meet these demands has, to date, been largely funded by the Welsh Government.

4. Current situation/proposal

- 4.1 The current arrangements with 13 unique landlords, providing 50 accommodation settings, will come to an end on the 31st March and approval is sought to enter into arrangements with current and new partners for a period of 'up to' 12 months dependent upon predicted needs for that unit. This will allow the opportunity to negotiate rates with the intention of reaching more favourable arrangements with providers and will also allow the service to have the security of accommodation for homelessness cases.
- 4.2 The demand for temporary accommodation has significantly increased post Covid 19 which has placed extraordinary and sustained pressure on the service to deliver which could not have been predicted. At the end of the financial year in 2019/2020 there were 83 households in temporary accommodation. At the same point during 2020/2021 this figure had increased to 187, and at 2021/22 increased further to 199. During the week of 6 February – 12 February 2023 45 homelessness applications were received. At that point there were 253 households in temporary accommodation comprising 491 people of which 187 are children. This has meant that suitable family accommodation has had to be found from within the tourism sector. Although there is a constant flow of people out of temporary accommodation as a variety of outcomes are reached for these cases, the consistent inflow of applicants needing temporary accommodation means that any vacancies are filled immediately. As a result -
- the increase in family presentation has meant that increased family units have been used from within the tourism sector and 51% are from within the tourism sector.
 - The Council is routinely having to book hotels out of county to accommodate those on a waiting list for temporary accommodation, whose options run out.

- As of 24 February 2023 there are a further 180 households who are not homeless currently, but who are either waiting or may imminently need temporary accommodation. This is an indicator of the continued pressures on the housing service.

4.3 Initial exploration of procurement processes to secure this resource has identified a number of challenges to the procuring of this provision. As providers of this accommodation tend to be small businesses, or individual entities, securing the provision through established processes raises the following queries which require further discussion with legal and procurement colleagues -

- experience of council procurement process is expected to be limited or unknown and a period of time for contractor engagement would be required;
- the model of procurement and contractual arrangements needs to be carefully defined as providers are not a collective body but are instead a series of individuals that will require individual contracts;
- any procurement process will need to fit the unique nature of this provision and be streamlined to ensure that providers are not deterred from working with the Council;
- There are thought to be a limited amount of accommodation providers who would be willing to offer their properties for the purpose of temporary accommodation.

4.4 The points identified above, means that a formal procurement process has not been able to be developed currently and will be subject to further clarification of the above issues, over the next 12 months. To allow the continuation of the arrangements with existing accommodation providers, and where new providers are required, it is proposed that Bridgend County Borough Council (BCBC) enter into further SLA's of 'up to' 12 months as required, in order to meet presenting need. It is proposed that the agreements with existing accommodation providers be used, to enable consistency in provision for both BCBC and any service users accommodated. This will ensure that the Council meets its statutory duties in relation to homelessness and the new priority need category.

4.5 Cabinet needs to be aware that in taking forward this action, the Council is exposed to the risk of potential challenge from other accommodation providers. The Council's CPRs ensure that procurement exercises are lawful and carried out in compliance with Public Procurement Law, in particular the Public Contract Regulations 2015. This report proposes entering into agreements without any competition which breaches the requirements of the Public Contract Regulations 2015 and therefore requires Cabinet's approval to set aside the Council's CPRs.

4.6 The risk of challenge is not possible to quantify, however given the need to continue service provision to vulnerable people, the pressures on current homelessness services, and the limited availability of suitable and willing accommodation providers to provide such accommodation, Cabinet may take the view that the potential for challenge is one it is prepared to accept. In addition, due to the specialist nature of provision there are relatively limited providers of such services.

4.7 It is acknowledged that the use of tourism accommodation at this scale is not a suitable or sustainable way to meet statutory housing duties. Several strands of

work are ongoing to secure more suitable temporary accommodation and also more permanent, move on accommodation. A new Homelessness Strategy, Housing Prospectus and a Rapid Rehousing Transitional Plan will be presented to Cabinet in a separate report which outlines proposals to reduce the level of temporary accommodation used and includes proposals to –

- Expand existing accommodation and housing related support projects, such as the Alternative to Bed and Breakfast Accommodation service
- Progress capital projects through the Social Housing Grant or other capital funding sources that may become available
- Working with a private landlord to provide additional accommodation units
- Work in partnership with other statutory and 3rd sector organisations to ensure that housing related support for households is maintained and expanded where needs identify a gap in provision

4.8 Whilst the strands of work detailed above are ongoing, they are challenging pieces of work, which will take time. For example capital projects will take time to be delivered and engaging with the private rent sector at this stage is extremely difficult due to wider market conditions which have left rents and property prices inflated.

4.9 As such whilst the long-term unsuitability of the current temporary arrangements are acknowledged they are necessary in order to meet statutory duties and safeguard vulnerable individuals, who may otherwise be rough sleeping.

5. Effect upon policy framework and procedure rules

5.1 This report is requesting a suspension of the Council's CPRs, but no amendment to the CPRs is being sought.

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 report contributes to the following goals within the Well-being of Future Generations (Wales) Act 2015:

- A prosperous Wales
- A resilient Wales
- A Wales of cohesive communities
- A globally responsive Wales

7.2 It is considered that there will be no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report.

8. Financial implications

- 8.1 The cost of the additional units of accommodation is dependent on size and nature of the property with larger properties costing more than smaller properties. Final costs will be negotiated during discussions with accommodation providers but the service will seek to keep any costs to a minimum.
- 8.2 Welsh Government 'Homelessness – No One Left Out Approach Grant' has been used to cover accommodation costs and was uplifted for 2022/23 to the sum of £2,067,175. The indicative allocation for Bridgend for 2023/2024 is currently £898,694. This funding will be used towards the cost of the accommodation, with the balance being met from the BCBC core budget of £2.192 million that was approved by Council as part of the budget setting process in February 2021 to continue the commitment to focus support for homelessness individuals providing them with accommodation.

9. Recommendations

- 9.1 It is recommended that Cabinet:
- Suspends the relevant parts of the Council's Contract Procedure Rules with regards to the requirement to tender for a contract and delegates to the Group Manager – Housing to enter into Service Level Agreements with accommodation providers for a period of 'up to' 12 months, in order to continue the provision of additional temporary accommodation, as necessary to meet BCBC's statutory duties.
 - Delegates authority to the Group Manager - Housing to approve the final terms of the Service Level Agreements on behalf of the Council and to arrange execution of the agreements on behalf of the Council.

Carys Lord
Chief Officer - Finance, Performance and Change
24th February 2023

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Background documents:

None

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BRIDGEND COUNTY BOROUGH COUNCIL

14 MARCH 2023

REPORT TO CABINET

REPORT OF THE CORPORATE DIRECTOR OF EDUCATION AND FAMILY SUPPORT

ESTYN INSPECTION OUTCOMES FOR AFON Y FELIN PRIMARY SCHOOL, PIL PRIMARY SCHOOL, CORNELI PRIMARY SCHOOL AND BRYNMENYN PRIMARY SCHOOL

1. Purpose of report

1.1 The purpose of this report is to inform Cabinet of the outcomes of the recent Estyn inspection visits to:

- Afon y Felin Primary School;
- Pîl Primary School;
- Corneli Primary School; and
- Brynmenyn Primary School.

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

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

Supporting a successful sustainable economy - taking steps to make the county borough a great place to do business, for people to live, work, study and visit, and to ensure that our schools are focused on raising the skills, qualifications and ambitions for all people in the county borough.

Helping people and communities to be more healthy and resilient - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy, and independent lives.

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

3. Background

- 3.1 All four primary schools were last inspected during the period of June 2012 to June 2014 under the old Estyn inspection framework.
- 3.2 Due to the COVID-19 pandemic, Estyn suspended inspections across all schools for a two-year period from March 2020 to February 2022.
- 3.3 During the spring and summer term 2022, Estyn piloted inspection arrangements that support renewal and reform in Welsh education. The new inspection reports will no longer include summative gradings, but instead will detail how well providers are helping a child to learn.
- 3.4 In the current Estyn reporting format, schools are judged as being in one of the following categories:
- No follow up
 - Estyn review
 - Significant improvement required
 - Special measures required
- 3.5 During summer and autumn term 2022, Estyn visited four primary schools in Bridgend. The full text of these reports is available on the Estyn website: www.estyn.gov.uk.

4. Current situation/proposal

- 4.1 Generally, the recommendations align to the areas for development that had been identified by the schools, reflecting the effective self-evaluation processes in each school.

Afon y Felin Primary School

- 4.2 Afon y Felin Primary School was inspected by Estyn in June 2022 and the report was published on 30 August 2022.
- 4.3 Estyn inspectors concluded that the school is making sufficient progress and **no follow-up action** is required.
- 4.4 The Afon y Felin Primary School report included the following recommendations:

| Recommendation | Recommendation |
|----------------|----------------|
| | |

| | |
|------------------|--|
| Recommendation 1 | Strengthen self-evaluation processes to focus more specifically on the impact of teaching and learning |
| Recommendation 2 | Ensure that teachers use assessment and feedback approaches effectively to support pupil progress |
| Recommendation 3 | Plan purposeful opportunities for older pupils to develop their literacy and numeracy skills across the curriculum |

4.5 The local authority, along with Central South Consortium, supported the school in drawing up an action plan to show how the recommendations will be addressed.

Pîl Primary School

4.6 Pîl Primary School was inspected by Estyn in July 2022 and the report was published on 6 September 2022.

4.7 Estyn inspectors concluded that the school is making sufficient progress and **no follow-up action** is required.

4.8 The Pîl Primary School report included the following recommendations:

| Recommendation | Recommendation |
|-----------------------|---|
| Recommendation 1 | Sharpen monitoring procedures to focus precisely on the impact of teaching |
| Recommendation 2 | Improve opportunities for pupils to develop their creative skills progressively |
| Recommendation 3 | Refine teaching to enable pupils to exercise more independence in what and how they learn |

4.9 The local authority, along with Central South Consortium, supported the school in drawing up an action plan to show how the recommendations will be addressed.

Corneli Primary School

4.10 Corneli Primary School was inspected by Estyn in October 2022 and the report was published on 5 December 2022.

4.11 Estyn inspectors concluded that the school is making sufficient progress and **no follow-up action** is required.

4.12 The Corneli Primary School report included the following recommendations:

| Recommendation | Recommendation |
|------------------|---|
| Recommendation 1 | Sharpen self-evaluation processes to focus more specifically on the impact of teaching on learning |
| Recommendation 2 | Improve the quality of teachers' feedback to pupils to enable them to identify the next steps in their learning |
| Recommendation 3 | Ensure that professional learning impacts positively and consistently on the quality of teaching and learning across the school |
| Recommendation 4 | Provide meaningful opportunities for pupils to develop their independent learning skills |

4.13 The local authority, along with Central South Consortium, will support the school in drawing up an action plan to show how the recommendations will be addressed. The school was also asked to produce a case study on its work in relation to how the school has supported the development of pupils' understanding of financial awareness, for dissemination on Estyn's website.

Brynmenyn Primary School

4.14 Brynmenyn Primary School was inspected by Estyn in October 2022 and the report was published on 19 December 2022.

4.15 Estyn inspectors concluded that the school is making sufficient progress and **no follow-up action** is required.

4.16 The Brynmenyn Primary School report included the following recommendations:

| Recommendation | Recommendation |
|------------------|--|
| Recommendation 1 | Focus monitoring, evaluation, and improvement strategies more sharply on improving provision and the standards of pupils' learning |
| Recommendation 2 | Provide opportunities for pupils to take responsibility for their own learning and become independent learners |

| | |
|------------------|---------------------------------------|
| Recommendation 3 | Improve pupils' Welsh speaking skills |
|------------------|---------------------------------------|

4.17 The local authority, along with Central South Consortium, will support the school in drawing up an action plan to show how the recommendations will be addressed.

5. Effect upon policy framework and procedure rules

5.1 There is no impact on the Council's policy framework or 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 Assessment

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

Long-term Supports the improvement of standards and outcomes in schools.

Prevention Development of post-inspection action plans or refinement of school improvement plans helped to ensure that recommendations identified are addressed and acted upon to secure school improvement, preventing standards from slipping. The local authority and Central South Consortium will continue to monitor the school's progress.

Integration Monitoring and acting upon school inspection reports is key to ensuring that outcomes for schools are achieved thus helping to support a successful economy.

Collaboration The local authority works closely with schools, Estyn and with Central South Consortium to deliver the well-being objectives related to school improvement. The local authority receives the school inspection reports from Estyn and this informs the work

conducted by Central South Consortium to deliver the support for school improvement services.

Involvement This area of work involves all stakeholders in school improvement. Schools work closely with Improvement Partners from Central South Consortium to refine their improvement plans or post-inspection action plans and to identify strategic support from the local authority, Central South Consortium and elsewhere (as required) reflecting the diversity of stakeholders involved in aspects of school improvement.

8. Financial implications

8.1 There are no financial implications arising directly from this information report.

9. Recommendation

9.1 It is recommended that Cabinet notes the content of this report.

Lindsay Harvey
Corporate Director – Education and Family Support

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Civic Offices
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CF31 4WB

Background documents: None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CORPORATE DIRECTOR EDUCATION AND FAMILY SUPPORT

ADDITIONAL LEARNING NEEDS TRANSFORMATION GRANT

1. Purpose of report

- 1.1 The purpose of the report is to seek approval from Cabinet for Bridgend County Borough Council (BCBC) to enter into an agreement with Rhondda Cynon Taf County Borough Council (RCTCBC), Cardiff Council, Merthyr Tydfil County Borough Council and Vale of Glamorgan Council regarding the Additional Learning Needs Transformation Grant 2021-2022.

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

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

3. Background

- 3.1 The Additional Learning Needs Transformation Grant 2021-2022 ('the ALN Grant') is a Welsh Government grant-funded scheme to support the delivery of the additional learning needs transformation programme, including the management of the implementation of the Additional Learning Needs and Education Tribunal (Wales) Act 2018 (ALNET Act).
- 3.2 RCTCBC, acting as the lead local authority, applied to Welsh Government for the ALN Grant on behalf of Bridgend County Borough Council (BCBC), Cardiff Council, Merthyr Tydfil County Borough Council, Vale of Glamorgan Council, and third-party

providers (who are further education sector and local health boards in the regions of the councils).

- 3.3 The purpose of the ALN Grant is to support local authorities to develop and promote innovative, multi-agency and cross-sector working practices to support learners with additional learning needs (ALN) and in the management of the implementation of the ALNET Act.
- 3.4 The ALN Grant must be used to support partnerships between local authorities and other agencies involved in supporting learners with ALN such as schools, further education institutes, early years' providers, specialist post-16 providers, local health boards and the third sector.
- 3.5 Cabinet approved entering into a similar agreement on similar terms for the 2019-20 ALN Grant in December 2019 and in February 2022 for the 2020-2021 grant.

4. Current situation/proposal

- 4.1 The application for the ALN Grant was successful and an award of funding for up to £943,845 was made to RCTCBC as lead local authority which will be allocated to each council in accordance with the ALN Implementation Plan.
- 4.2 As lead local authority, RCTCBC is required to accept the terms and conditions of the ALN Grant as set out in the offer letter from Welsh Government. To deliver the project and ensure compliance with the terms and conditions set out in the offer letter, RCTCBC requires BCBC, along with the three other local authorities listed at section 3.2 of this report, to enter into an agreement in relation to the ALN Grant. This agreement shall set out the roles and responsibilities of the councils and how the funding shall be allocated.
- 4.3 The ALN Implementation Plan is monitored by Group Manager(Learner Support) and is reported to senior management on a quarterly basis as part of the Education and Family Support Directorate Business Plan.

5. Effect upon policy framework and procedure rules

- 5.1 There is no impact on the policy framework or 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 A Well-being of Future Generations (Wales) Act 2015 assessment has been completed.

A summary of the implications from the assessment relating to the five ways of working is as follows:

Long-term

Supports the development of training needs and the implementation of the ALNET Act.

Prevention

The focus of the ALNET Act is meeting needs of learners with ALN at an early stage and preventing situations escalating resulting in needs not being met.

Integration

The integration of all stakeholders is promoted with the implementation of the ALNET Act.

Collaboration

The ALNET Act and its implementation places an emphasis on collaboration to achieve a person-centred approach.

Involvement

There is diversity concerning the involvement of stakeholders such as schools, parents/carers, Central South Consortium, local health, further education institutes, early years' providers, and specialist post-16 providers

8. Financial implications

- 8.1 The total value of the grant for 2021-2022 is £943,845. However, the amount available to local authorities, schools, further education providers and Health is £818,845 as there is a retained element of £125k for the employment of the regional ALN Transformation Lead and associated costs and administration and finance support. The allocation of grant spend for local authorities is £248,925 of which BCBC expects to receive £41,779.
- 8.2 The funding is awarded to RCTCBC as the designated lead authority and on behalf of the Central South Region which also includes BCBC, Cardiff Council, Vale of Glamorgan Council and Merthyr Tydfil County Borough Council.

9. Recommendations

- 9.1 It is recommended that Cabinet:
- approves the Council entering into the agreement with RCTCBC, Cardiff Council, Merthyr Tydfil County Borough Council and Vale of Glamorgan Council regarding the Additional Learning Needs Transformation Grant 2021-2022; and
 - delegates authority to the Corporate Director Education and Family Support to negotiate and agree the final terms of the agreement with the other Councils and enter and arrange execution of that agreement, subject to such

delegated authority being exercised in consultation with the Section 151 Officer and Chief Officer – Legal and Regulatory Services, HR and Corporate Policy.

Lindsay Harvey
Corporate Director Education and Family Support
14 March 2023

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Group Manager Learner Support

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Email: michelle.hatcher@bridgend.gov.uk

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

Background documents ALN Transformation Plan

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

REPORT OF THE CORPORATE DIRECTOR - EDUCATION AND FAMILY SUPPORT

SERVICE LEVEL AGREEMENT BETWEEN HM PRISON AND PROBATION SERVICE (HMPPS) AND BRIDGEND COUNTY BOROUGH COUNCIL FOR CHILDREN AND YOUNG PEOPLE HELD AT HM PRISON PARC YOUNG OFFENDERS INSTITUTION (YOI)

1. Purpose of report

- 1.1 The purpose of this report is to seek approval of a service level agreement to support young people held at HM Prison Parc Young Offenders Institution (HMPYOI) and fulfil the statutory responsibilities of the Children Acts 1989 and 2004.

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

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

- **Supporting a successful sustainable economy** – taking steps to make the county borough a great place to do business, for people to live, work, study, and visit, and to ensure that our schools are focussed on raising the skills, qualifications, and ambitions for all people in the county borough.
- **Helping people and communities to be more healthy and resilient** - taking steps to reduce or prevent people from becoming vulnerable or dependent on the Council and its services. Supporting individuals and communities to build resilience, and enable them to develop solutions to have active, healthy, and independent lives.

3. Background

- 3.1 HMPPS Youth Custody Service (YCS) funds the dedicated social worker (DSW) provision across the under-18 public and private young offenders institutions in England and Wales.
- 3.2 DSWs have a role in working with those children identified as being most vulnerable and where the greatest risk to their safety and wellbeing exists, including where they may be supported by, or eligible for service from, a local authority's Children's Social Care Service.
- 3.3 In the county borough of Bridgend, HMPYOI is a setting that requires such a provision.

- 3.4 Historically, Bridgend County Borough Council employed a senior social work practitioner as part of the Bridgend Youth Justice Service to fulfill this role. This arrangement ended in December 2020.
- 3.5 In the interim HMPYOI put in place arrangements to fulfill the role albeit not with the independence that HMPPS was seeking.
- 3.6 With this in mind, the local authority, HMPYOI and HMPPS officers have worked together to develop a service level agreement (attached as Appendix 1) to reintroduce a senior practitioner to HMPYOI.

4. Current situation/proposal

- 4.1 The proposal is to provide a dedicated senior social work practitioner from Bridgend Youth Justice Service to work as part of the Youth Custody Service within HM Parc Prison, Bridgend with children subject to remand/custodial sentences in the HMPYOI.
- 4.2 This officer will work with the safeguarding team and resettlement practitioners to deliver on a number of positive outcomes for both children and young people and the establishment within which their duties are discharged. These will include ensuring that:
- HMPYOI is fulfilling its statutory safeguarding duties effectively and is compliant with all relevant legislation and guidance;
 - all children and young people who are within HM Parc Prison, and who are currently or have been in the past, looked after or cared for by a local authority, are identified and supported to access statutory services to which they are entitled; and
 - all children and young persons identified as Children in Need (England) or Care and Support (Wales) either in custody or on release are assessed as such and provided with access to services/support at the appropriate time.

5. Effect upon policy framework and procedure rules

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

6. Equality Act 2010 implications

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

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

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

| | |
|----------------------|---|
| Long-term | Supports improved outcomes for children, young people, and families. |
| Prevention | Work undertaken to reduce or prevent the risk of reoffending. |
| Integration | Bridgend Youth Justice Service will work closely with the responsible local authority to ensure the needs of the child are met and an appropriate plan is in place for release. |
| Collaboration | A variety of agencies will work together on a multi-agency basis to develop a robust plan for the child to reduce or prevent further offending. |
| Involvement | This area of work involves a range of stakeholders including the local authority, HM Parc Prison, South Wales Police, and the National Probation Service. |

8. Financial implications

8.1 The financial implications are outlined in the attached service level agreement (SLA) which will be reviewed on an annual basis. As all costs will be recovered from the Youth Custody Service there will be no cost to the Council from this arrangement.

8.2 These can be summarised as:

- from 2 January 2023 to 31 March 2023, Bridgend County Borough Council will invoice the Youth Custody Service to the value of not more than £18,973.50, based on ad hoc support based on service need; and
- for the year 1 April 2023 to 31 March 2024, Bridgend Youth Justice Service will invoice against the purchase order to a value of not more than £75,894 (made up of £54,183 for the Senior Social Work Practitioner with the remaining £21,711 covering management and administration support).

9. Recommendations

9.1 It is recommended that Cabinet:

- delegates authority to the Corporate Director Education and Family Support to negotiate and enter into the service level agreement; and
- approve any extension or amendment to the service level agreement and to enter into any further deeds and documents which are ancillary to the service level agreement.

Lindsay Harvey
Corporate Director, Education and Family Support
28 February 2023

Contact officer: Mark Lewis
Group Manager, Family Support

Telephone: (01656) 642679
Email: mark.lewis@bridgend.gov.uk
Postal address: Civic Offices, Angel Street, Bridgend.

Background documents:

None



HM Prison &
Probation Service



Youth
Custody
Service

Bridgend County Borough Council

Youth Justice Service

Civic Offices

Angel Street

Bridgend

CF31 4WB

Attn: Mark Lewis

E-Mail: Mark.Lewis@bridgend.gov.uk

Date: 28 February 2023

Dear colleagues

Award of Agreement for the supply of seconded Dedicated Social Worker (DSW)

This letter formally awards the agreement for the secondment of a dedicated social worker in HMYOI Parc to you, Bridgend County Borough Council.

This letter and the annexes set out the terms of the Agreement between the Youth Custody Service (YCS) and Bridgend County Borough Council .

For the purposes of the Agreement, the Customer and the Supplier agree as follows:

- 1) The Services shall be performed at HMYOI Parc.
- 2) The specification of the DSW Services to be supplied are as set out by YCS HQ Safeguarding Team in the attached Service Level Agreement and Role Profile
- 3) The Term shall commence on 2 January 2023 and will be reviewed in December each year as per Section 7, Review of Service.
- 4) A purchase order for financial year ending 31 March 2023 has been raised and costs as per the agreement below will be invoiced by Bridgend County Borough Council against that purchase order to a value of not more than £18,973.50
- 5) A purchase order for the year 1 April 2023 to 31 March 2024 will be raised. Bridgend Youth Justice Service will invoice against this purchase order to a value of not more than £75,894
- 6) Thereafter, annually, Bridgend County Borough Council and the Youth Custody Service Safeguarding Team will agree costs for the following year by December of the year before and a purchase order will be raised to cover that cost. A purchase order for the year 2024/2025 will therefore be raised by end of December 2023, by the finance administrator in YCS head quarters hub.

Appendix 1

7) The address for notices of the Parties are:

Customer

Youth Custody Service Safeguarding Team
9th Floor
Ruskin Square
Croydon

Supplier

Bridgend County Borough Council
Youth Justice Service
Civic Offices
Angel Street
Bridgend
CF31 4WB

Attention: Wendy Tomlinson

Email: wendy.tomlinson@justice.gov.uk

Attention: Mark Lewis

Email: Mark.Lewis@bridgend.gov.uk

8) The following persons are key personnel for the purposes of the Agreement:

(NAME)

(POSITION HELD)

Mark Lewis

Group Manager – Family Support,
Education and Family Support, Bridgend
County Borough Council

Wendy Tomlinson

Head of Safeguarding, Youth Custody
Service

Janet Wallsgrove

Director, HMP and YOI Parc

9) Customer requires the supplier to ensure that any person employed in the provision of the Services has undertaken a Disclosure and Barring Service check. The Supplier shall ensure that no person who discloses that he/she has a conviction that is relevant to the nature of the Services, relevant to the work of the Customer, or is of a type otherwise advised by the Customer is employed or engaged in the provision of any part of the Services.

Signed for and on behalf of YCS Safeguarding Team

Name: Wendy Tomlinson
Head of Safeguarding

Signature.....

Date.....

Appendix 1

Signed for and on behalf of Bridgend County Borough Council

Name: Lindsay Harvey – Corporate Director,
Education and Family Support.

(POST HELD)

Signature: 

Date: 28 February 2023



[Annex 3]

Service Level Agreement

To Co-ordinate and Develop Social Work Services to
Support Children and Young People in Custody at,
HMP /Young Offenders Institute Parc

Between: HMPPS Youth Custody Service
and HMYOI Parc
and Bridgend County Borough Council

Commencing: 2 January 2023

CONTENTS

PART 1 - AGREEMENT CONDITIONS

1. OBJECT OF THE AGREEMENT
2. PARTIES OF THE AGREEMENT
3. PERIOD OF THE AGREEMENT
4. FINANCIAL ARRANGEMENTS
5. TERMINATION
6. THE SERVICES
7. OUTCOMES

PART 2 - AGREEMENT SPECIFICATION

1. RESPONSIBILITIES OF THE PARTIES
2. SAFEGUARDING IN RESPECTIVE AGENCIES
3. LOCATION OF SERVICE AND OTHER CONDITIONS
4. SERVICE OUTCOMES
5. SERVICE USER FEEDBACK
6. AMENDING THIS AGREEMENT
7. REVIEW OF SERVICE
8. DIVERSITY AND INCLUSION
9. SAFE RECRUITMENT AND INDUCTION

SIGNATORIES - See the 'Award of contract for the supply of seconded Dedicated Social Worker' Letter

PART 1 – AGREEMENT CONDITIONS

THE PROVISION OF SERVICES BY LOCAL AUTHORITIES UNDER THE CHILDREN ACT 1989 and 2004 AND OTHER STATUTORY GUIDANCE TO CHILDREN/YOUNG PEOPLE HELD IN YOUNG OFFENDERS INSTITUTIONS

1. OBJECT OF THE AGREEMENT

This Service Level Agreement (SLA) sets out the arrangements and mutual responsibilities of the parties concerned, for the provision of services under the Children Acts 1989 and 2004, LASPOA, Leaving Care Act by Bridgend Youth Justice Service to children and young people held in Parc Young Offenders Institution. The Youth Custody Service (YCS) is funding the provision of dedicated social work posts (DSWs).

For the purposes of clarity, the YCS are party to this agreement. The YCS have provided the funding for these posts and as such have provided a **DSW Role Profile** which sets out the objectives the YCS and establishment wish to achieve.

Children and family social workers have relevant specialist professional knowledge and expertise which will enable Governors (Directors for privately managed facilities) to fulfil their statutory duties under section 11 of the Children Act 2004. Although these social work posts will be to support the Governor/Director in meeting existing safeguarding responsibilities, employment through the Local Authority affords an additional layer of support, independence, transparency and accountability and supports the local authority to exercise its statutory duties to children held in HMYOI Parc. It furthermore ensures that Governors/Directors can draw on appropriate, current expertise in **Safeguarding, Child Protection, Looked after Children work and social work practice**, which will in turn facilitate good working relationships between establishments and local authorities.

The YCS ask the host local authority, Bridgend County Borough Council, to directly employ a qualified social worker and provide the management and supervision of this post.

2. PARTIES TO THE AGREEMENT

The parties to this Agreement are:

- Youth Custody Service (YCS) National Safeguarding Team
- HMYOI Parc
- Bridgend County Borough Council – Youth Justice Service

Nominated Officers

For the purpose of this Agreement, the Nominated Officers are;

Wendy Tomlinson, National Head of Safeguarding, YCS

Janet Wallsgrove, Director, on behalf of HMYOI Parc,

Mark Lewis on behalf of Bridgend Youth Justice Service

3. PERIOD OF THIS AGREEMENT

This agreement covers the period starting 2 January 2023 to 31 March 2024. The Agreement will be reviewed annually, in accordance with section 7 Review of Service, in December each year and, subject to the outcome of the review, the Agreement will be renewed on an ongoing basis.

4. FINANCIAL ARRANGEMENTS

Both parties agree that funding will be used for staffing and related costs. Any additional or supplementary costs not specifically identified within this agreement will be considered by both parties at the agreement review meetings.

- **Payment**

All invoices must be sent, quoting a valid purchase order number (PO Number), via email to : APinvoices-NMS-U@gov.sscl.com or by post to: SSCL, HM Prison & Probation Service, PO Box 741, Newport, Gwent, NP10 8FZ. Within [10] working days of receipt of your countersigned copy of this letter, we will send you a unique PO Number. You must be in receipt of a valid PO Number before submitting an invoice. A new PO number will be sent each financial year which will account for the full costs of the post, including inflationary salary increase.

To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your customer contact. Non-compliant invoices will be sent back to you, which may lead to a delay in payment. If you have a query regarding an outstanding payment, please contact our Accounts Payable section either by email to MoJ-finance-ap-enquiries@gov.sscl.com or by telephone 0345 241 5351 (Option 2) between 09:00-17:00 Monday to Friday.

- **Commencement of Service**

The service, as described in this agreement will commence on 2 January 2023

5. TERMINATION

The Customer may terminate the Agreement at any time by notice in writing to the Supplier at least three months in advance of termination.

6. THE SERVICES

The main areas of service provided by Bridgend County Borough Council under the Children Act 1989 and 2004:

- Services in relation to safeguarding children including child protection
- Services in relation to looked after children
- Services in relation to children in need

In order to achieve this the dedicated social worker will work with a number of other agencies including Youth Justice Service, professionals from the host authority and children's home authorities, independent reviewing officers and relevant designated officers.

7. OUTCOMES

Dedicated social workers in the YOI will work with the Safeguarding Team and Resettlement Practitioners to deliver on a number of positive outcomes for both children and young people and the establishment within which their duties are discharged. These will include ensuring that:

- The YOI is fulfilling its statutory safeguarding duties effectively and are compliant with all relevant legislation and guidance
- All children and young people who are, or have been in the past, looked after or cared for by the local authority are identified and supported to access statutory services to which they are entitled
- All children and young persons identified as Children in Need (in custody and on release) are assessed as such and provided with appropriate services/support while in custody and in preparation for and during release

PART 2 – AGREEMENT SPECIFICATION

1. RESPONSIBILITIES OF THE PARTIES

1.1 HMYOI Parc, will agree:

- To provide an office with facilities to local authority staff (office space, furniture and equipment, including access to keys, phones, faxes, photocopiers, PCs etc)
- Access to children/young people and relevant staff in the YOI. This includes the provision of keys to allow access to the relevant parts of the YOI.
- To fulfil statutory responsibilities under section 11 of the Children Act 2004
- To report to the Local Safeguarding Children's Partnership (LSCP) including via sub-groups where applicable.

1.2 Bridgend Youth Justice Service will agree:

- To provide management, supervision, support and ongoing professional development for seconded social workers in the YOI

- To exercise professional responsibility for all children and young people whilst in custody within the YOI in accordance with Munby 2002; Children Acts 1989 and 2004; LASPOA 2012, Children (Leaving Care) Act 2000, Social Services and Well-being (Wales) Act 2014.
- To proactively contribute to all safeguarding processes at HMYOI Parc and to drive forward safeguarding children and young people in custody on a local and national level
- To ensure effective communication systems are in place between Bridgend Youth Justice Service and HMYOI Parc; this includes the potential commissioning of any services required to fulfil this statutory responsibility.
- To report to the Local Safeguarding Children's Partnership (LSCP) including via sub-groups where applicable.
- To support all aspects of the DSW work as per the YCS DSW Role Profile.

1.3 DSW - Strategic area

- To assist the staff of the YOI in developing and implementing safeguarding policies and procedures, in line with LSCP expectations and relevant legislation and guidance.

1.4 DSW - Operational area

- To **facilitate** any section 47 enquiries in relation to children and young people held in the YOI, in line with legislation, guidance, and the local policies and procedures.
- To **facilitate** any strategy discussions in relation to children and young people in the YOI, in line with legislation, guidance, and the local policies and procedures.
- Provide direct support, advice, guidance and assistance in relation to safeguarding referrals to the Local Authority ('Duty and Advice Team' or 'MASH' team) and establishment Child Protection Co-ordinator.
- Provide direct advice, support and guidance in relation to any serious incident notifications to the LSCP.
- To work with the LADO (Local Authority Designated Officer) and the establishment Child Protection Co-ordinator where there are allegations against members of staff (voluntary and paid employees/volunteers).
- Attendance and offer professional contribution to meetings at the request of senior managers in the establishment.

- Provide direct support, advice, guidance and assistance to the establishment Resettlement Team for Children in Need and Looked after Children.
- In liaison with the Safeguarding Manager create and deliver a report detailing the work completed by the DSW Team – this will contribute to the YOIs strategic Quarterly Safeguarding Meeting.
- Create a DSW Annual Report for YCS HQ and LSCP

1.5 Quality Assurance – YOI & LA joint personnel

- To carry out Quality Assurance on a random selection of safeguarding referrals and allegation management procedures.
- The LSCP will contribute to Quality Assurance as discussed/agreed.
- Internal and external audit checks on fulfilling our statutory responsibilities under section 11 Children Act 2004 (safeguarding team at HMYOI Parc and the LSCP)
- Meet with the Head of Safeguarding and Head of Resettlement, at an agreed frequency to review delivery of service, agree any changes in methods of delivery and quality assure processes from both a social work and establishment perspective.

2. SAFEGUARDING IN RESPECTIVE AGENCIES

- 2.1 All DSW staff shall be directly employed by Bridgend County Borough Council. All staff involved in the delivery of this service will remain the responsibility of Bridgend County Borough Council in the event of this agreement being terminated.
- 2.2 Social Work staff involved in this service will be line managed by the team manager in the first instance and the Service Delivery Manager within Bridgend Youth Justice Service. They will ensure that there is a regular meeting with the Head of Safeguarding within the establishment to update on the social work service plan and agree any objectives or developments.
- 2.3 Bridgend County Borough Council will only second people who are suitable, competent and appropriately qualified and trained as per the YCS DSW Job Profile.
- 2.4 In the event of long-term absence or they are unable to deliver their duties (over 4 weeks) of the designated officers involved in the delivery of the DSW Service, Bridgend County Borough Council will liaise with the YOI and the YCS Safeguarding Team to seek to provide adequate 'cover staff' where possible, to ensure that the services described in this agreement are maintained
-

Appendix 1

- 2.5 Bridgend Youth Justice Service shall ensure that all their staff keep information confidential which is, or becomes part of their knowledge, by virtue of the provision of the service.
- 2.6 All staff employed by Bridgend County Borough Council in the provision of this service shall be prohibited from soliciting any gratuity or tips or any other form of money taking or reward, collection or charge for any of the services

3. LOCATION OF SERVICE AND OTHER CONDITIONS

- 3.1 The service will assist the YOI Head of Safeguarding in ensuring that safeguarding training for YOI staff is developed, co-ordinated and implemented in line with LSCP and national expectations and to that end will be expected to be on site at Parc for most of their working hours / week and not less than two-thirds of full time equivalent, with the remainder of full-time equivalent being flexible.
- 3.2 To work jointly with HMYOI Parc, to urgently consider any potential risks to any other children and young people in custody
- 3.3 To maintain effective maintenance of partnerships between relevant agencies in order to meet the needs of the children and young people in custody and their resettlement
- 3.4 To assist in the development and updating of the safeguarding policies and procedures to safeguard the welfare of children visiting those held in custody
- 3.5 To ensure a screening mechanism is in place to establish which children and young people entering HMYOI Parc are either the subject of child protection procedures, on a child protection plan, or are a 'Looked After Child'. The initial DSW Screening document should be made available to all staff.
- 3.6 Sharing of relevant information to the appropriate managers ascertained about the children and young person from the screening process to allow the establishment to make informed decisions and keep the child/young person safe.
- 3.7 To adhere to all relevant Prison Service Orders, Prison Service Instructions, Frameworks and Governors Orders the establishment works to.
- 3.8 The DSW provision within each YOI needs to reflect the population in terms of actual number and the needs of the children.

4. SERVICE OUTCOMES

- 4.1 To continue working with the YCS to further develop the roles and responsibilities of dedicated social work posts within YOIs as agreed with the HQ YCS Safeguarding Team.

Appendix 1

- 4.2 All looked after children are visited by their home local authority within 10 working days of admission into custody; statutory visits, reviews and entitlements for looked after children will be monitored by the service
- 4.3 All children and young people who have been identified within the parameters of S17 of the Children Act 1989 are assessed as such and provided with the appropriate services/support while in custody and in preparation for and during release
- 4.6 Individual plans will be in place for all children and young people which meet their welfare and sentence needs, including support required on discharge to prevent re-offending
- 4.7 To assist the home local authority to ensure appropriate and suitable accommodation is sought for the child/young person on release from custody.

➤ **CHILD PROTECTION**

- To have openness, transparency and robust child protection procedures
- To have common criteria and basis for intervention with children and young people in custody (Children and Young People's Services)
- To contribute to safeguarding policies and procedures

➤ **CHILDREN IN NEED (CIN)**

- All children and young people who arrive into custody will be regarded as a Child in Need and will be treated as such
- All 'Children in Need' will have an action plan to which will be based on multi-agency contributions – whilst in custody and on release back to community

➤ **LOOKED AFTER CHILDREN AND CARE LEAVERS**

- All local authorities will be written to with reference to all children and young people who arrive into custody reminding them of their statutory duties
- Children and Young people with Looked After Care status will receive a Looked after Child Review within a month of being placed into custody at HMYOI
- The home local authority social worker to visit children and young people subject to looked after status in custody within 10 working days of arriving into custody.

➤ **SERIOUS INCIDENTS RELATING TO A CHILD / YOUNG PERSON IN CUSTODY**

- Ensure that any serious incidents are independently scrutinised for openness and transparency

- Ensure that the LSCP are notified of all 'serious' incidents within HMYOI Parc
- That there is a multi-agency approach to reducing the number and severity of serious incidents in custody

5. SERVICE USER FEEDBACK

To meet with children and young people and have conversations on a regular basis about their experiences in HMYOI Parc sharing the information from these conversations appropriately to allow continuous development of the service delivered.

6. AMENDING THIS AGREEMENT

This agreement may not be altered or amended without the written consent of all parties to the agreement.

7. REVIEW OF SERVICE

This SLA will be reviewed on a yearly basis, in December, by the **three parties to the agreement** and with the full consultation of the YCS.

8. DIVERSITY AND INCLUSION

Working openly and effectively with issues of diversity is at the heart of Youth Custody Service, HMYOI Parc, and Bridgend County Borough Council. We are aiming to ensure that fairness and equality of opportunity is central to our work. We aim to employ people from a diversity of backgrounds, with a wide range of skills in order to make us more adaptable, understanding and receptive to the needs of the children and young people we serve.

We acknowledge the unique contribution that all potential candidates can bring in terms of their culture, ethnicity, gender, nationality, age, religion, disability, sexual orientation, education, experiences, opinions and beliefs.

9. SAFER RECRUITMENT AND INDUCTION

HMYOI Parc, will ensure that all staff employed by the prison will have in date DBS checks renewable **every three years**. Partner agencies will also be subject to these criteria and this requirement will be included in their Service Level Agreements (SLA). No person will have direct, unsupervised access to any child / young person held in the secure setting until they have an up to date DBS check.

To co-operate with the security vetting requirements of the establishment. Bridgend County Borough Council will check all staff (including agency and part-time volunteers

Appendix 1

with substantial access to children) to ensure they have up to date Disclosure and Barring checks; ensure that all Staff are vetted in accordance with the Local Authority Vetting Procedures (including; full employment history and relevant verbal and other verifications).

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

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

FOSTERING FRIENDLY EMPLOYER POLICY

1. Purpose of report

- 1.1 The purpose of this report is to seek approval of a new Fostering Friendly Employer Policy.

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

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

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

3. Background

- 3.1 The Fostering Network is the UK's leading fostering charity that champion fostering and seek to create vital change so that foster care is the very best it can be. As part of that, the Fostering Friendly programme has been developed to encourage employers to support fostering, and in particular, foster carers.
- 3.2 The Fostering Network has called for employers to become more fostering friendly and be recognised as a "Fostering Friendly Employer", to address national challenges around fostering, highlighted by Welsh Government through the Foster Wales work stream.

4. Current situation/proposal

- 4.1 The ambition of Foster Wales, the collaborative of all 22 local authority fostering services, is to increase the number of foster carers across Wales and encourage all local current and prospective foster carers to consider fostering with their local

authority team. This also supports the objective of encouraging more working people to become foster carers.

- 4.2 The Foster Friendly Policy, at **Appendix 1** supports this ambition and will help to “bust the myth” that individuals are not allowed to work if they become a foster carer. It will also support the council to become a fostering friendly employer, recognised for helping employees who are foster carers or who want to become foster carers.
- 4.3 The aim of this policy is to offer employees the opportunity to work flexibly where this is compatible with the demands of their job, support employees who are already registered foster carers, and to encourage those who may be considering becoming a foster carer to take that step. By doing so, they will be supporting children and young people who are care experienced in their local communities, providing positive working role models, a stable and caring home and widening the pool of available foster carers.
- 4.4 The policy provisions include up to 5 days “foster carer” leave, which is in addition to other leave provisions, to support employees with the requirements that their role as foster carers can sometimes bring.
- 4.5 The approval of this policy will support the council to be recognised as a Fostering Friendly employer, and in that capacity can encourage other public sector employers and local businesses to do so.
- 4.6 Developed with the support of the Regional Development Manager for fostering across the Cwm Taf Region, this new policy also has the full support of recognised trade unions.

5. Effect upon policy framework and procedure rules

- 5.1 The annual leave policy will be amended to reflect the leave entitlement within this policy.

6. Equality Act 2010 implications

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

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

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

- **Long Term** – Becoming a fostering friendly employer will support current and prospective foster carers who work for the council to maintain employment alongside their caring responsibilities. This is intended over time to encourage

individuals to foster and to support the council's ambition to be an employer of choice

- **Prevention** – As stated above this policy will support the recruitment of foster carers by providing greater flexibility in employment. In addition, an increase in foster carers will promote greater placement stability and support them to live closer to home.
- **Integration** – The approval of this policy will support the council to be recognised as a Fostering Friendly employer. Further work will then be undertaken with other public sector employers and local businesses to encourage them to become foster friendly employers.
- **Collaboration** – This policy has been developed through collaboration between the Regional Development Manager for fostering across the Cwm Taf Region, and officers in Human Resources and Children's Services. Recognised trade union representatives have also contributed to the development of this new policy.
- **Involvement** – The foster friendly initiative has been developed by the Fostering Network and Foster Wales is supporting this approach across the 22 local authorities in Wales. Foster carers will be consulted on this at the forthcoming Information, Consultation and Engagement event.

8. Financial implications

- 8.1 It is not possible to assess the financial impact as information is not available about the numbers of employees who are foster carers. There may be backfill costs for leave taken under this policy, in those service areas where working hours lost, such as for leave purposes, must be covered. This will need to be met from existing budgets but will be monitored.

9. Recommendations

- 9.1 It is recommended that Cabinet:
- Approves the Fostering Friendly Employer Policy
 - Supports the council becoming a recognised Fostering Friendly employer.

Kelly Watson
Chief Officer Legal and Regulatory Services, HR, and Corporate Policy
February 2023

Contact officer: Debra Beeke
Group Manager HR & OD

Telephone: (01656) 643212

Email: debra.beeke@bridgend.gov.uk

Postal address: Civic Offices, Angel Street, Bridgend

Background documents:

None

FOSTERING FRIENDLY EMPLOYER POLICY

SCOPE

This Policy applies to all employees of Bridgend County Borough Council except those employed by Governing Bodies in educational establishments under delegated powers.

Date of Issue:

- 1 Policy statement**
- 2 Background**
- 3 Aim**
- 4 Leave entitlement**
- 5 Flexibility**
- 6 Procedure requesting time off**
- 7 Advice and support**
- 8 Monitoring and evaluation**
- 9 Enquiring about becoming a Foster Carer**

1 Policy Statement

- 1.1 Bridgend County Borough Council supports the ambitions of Foster Wales, the collaborative of all 22 local authority fostering services, to increase the number of foster carers across Wales and encourage all local current and prospective foster carers to consider fostering with their local authority team.
- 1.2 The council recognises its commitment to support any employee who is applying to become a foster carer or who is currently a foster carer, by providing time off where necessary. It also recognises and values the contribution that foster carers make to the lives of children and young people who are care experienced and that foster carers may need some flexibility in their working arrangements in order that they can meet the needs of their fostered child or young person.
- 1.3 The provisions of this policy apply to those employees who are going through assessment to become a foster carer or approved foster carers with a registered foster care provider (a local authority or Independent Foster Agency).

2. Background

- 2.1 The Fostering Network has called for employers to become more “fostering friendly” to address national challenges around fostering, highlighted by Welsh Government through the Foster Wales work stream, and to support the objective of encouraging more working people to become foster carers.
- 2.2 Part of the national push to encourage more people to become foster carers, has been to “bust the myth” that you are not allowed to work if you become a foster carer.

3. Aim

- 3.1 The aim of this policy is to offer employees the opportunity to work flexibly where this is compatible with the demands of their job, support employees who are already registered foster carers, and to encourage those who may be considering becoming a foster carer, and to take that step. By doing so they will be supporting children and young people who are care experienced in their local communities, providing positive working role models, a stable and caring home and widening the pool of available foster carers.

4. Leave Entitlement

- 4.1 An employee who is applying to become an approved foster carer may be granted up to 5 days ‘foster carer leave’ with pay (pro rata for part time employees) to attend preapproval training, home assessment visits or to attend foster panel as part of the preparation and assessment process.
- 4.2 Where a couple are applying to become foster carers, and both are employees of the council, the leave entitlement will apply to each partner.
- 4.3 An employee who is already an approved foster carer may be granted 5 days paid leave (pro rata for part time employees) to support in helping the child to

settle into their home, to attend relevant meetings, to undertake training and for emergency circumstances arising from their role as a foster parent. This is in addition to the special leave provisions for childcare responsibilities.

- 4.4 Employees are allowed to make applications for up to 5 days paid leave, per leave year and pro rata from the date of the first request. Where more than the maximum entitlement of paid leave is requested, the employee should discuss with their line manager other options available such as annual leave, special leave, flexitime, time off in lieu, flexibility in their shift pattern etc.
- 4.5 Employees wishing to take leave under this policy must produce written evidence to their manager to show that they are approved foster carers or actively applying to become foster carers. Authorised leave should be recorded in the normal manner

5. Flexibility

- 5.1 Managers should adopt a flexible and accommodating approach to requests for time off, annual leave and flexible working arrangements from foster carers and prospective foster carers.
- 5.2 This should continue during their journey through the process of becoming a foster carer and for the duration that they are foster caring.

6. Procedure for Requesting Time Off

- 6.1 The request for time off should be made to the line manager and should outline the reason and the amount of leave required. The line manager will approve the leave on a discretionary basis, considering individual circumstances of each case and operational requirements of the business. Employees must give their manager as much notice as possible when making a request for foster carer leave. Failure to provide sufficient notice could result in the leave not being approved.

7. Advice & Support

- 7.1 Advice and support for those with management responsibility for employees wanting to foster, or those who are already foster carers can be sought from the Foster Wales Bridgend Team within the council. Advice on the application of this policy can be accessed from Human Resources or Trade Union colleagues.

8. Monitoring and Evaluation

- 8.1 This policy will be reviewed in accordance with the policy review arrangements or any legislation changes, whichever the sooner.

9. Enquiring about becoming a Foster Carer

- 9.1 Why become a foster parent in Bridgend County Borough? It is about putting local children first and making the commitment to do what is best for them.

Foster Wales Bridgend are the council's team and so are not-for-profit, the local experts and part of Foster Wales, the national network of all 22 Welsh Local Authority fostering services.

- 9.2 The team's purpose is to build better futures for local children, and this is done by helping them stay in their local area when it is right for them. If employees think they could help and foster, whether this is supporting a child permanently, on a respite basis, for vulnerable young people or for the growing young refugee community, please contact the council's foster team who want to talk to you.
- 9.3 To find out how fostering could look like, please get in contact, with no obligation, in the following ways:



<https://bridgend.fosterwales.gov.wales/>

01443 425007

enquiries@fosterwalesctm.co.uk

Follow us on socials.

Facebook @FosterWalesBridgend

Instagram @FosterWalesBridgend

Twitter @FosterBridgend / @MaethuPenybont

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET

14 MARCH 2023

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

CABINET, COUNCIL AND OVERVIEW AND SCRUTINY FORWARD WORK PROGRAMMES

1. Purpose of report

- 1.1 The purpose of this report is to seek Cabinet approval for items to be included on the Cabinet Forward Work Programme for the period 1 March 2023 to 30 June 2023 and for Cabinet to note the Council and Overview and Scrutiny Committees' Forward Work Programmes for the same period.

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 In accordance with the Council's Constitution, the Forward Work Programme will be prepared by the Monitoring Officer to cover a period of four months except when ordinary elections of councillors occur.
- 3.2 The Forward Work Programme will contain matters which the Cabinet, Overview and Scrutiny Committees and full Council are likely to consider. It will contain information on:

- (a) the timetable for considering the Budget and any plans, policies or strategies forming part of the Policy Framework and requiring Council approval, and which body is to consider them;
- (b) the timetable for considering any plans, policies or strategies which are the responsibility of the Cabinet;
- (c) the work programme of the Overview and Scrutiny Committees, to the extent that it is known.

4. Current situation/proposal

4.1 The proposed Forward Work Programmes for the above period are appended to the report as follows:

- Cabinet - **Appendix 1**
- Council - **Appendix 2**
- Overview and Scrutiny Committees - **Appendix 3**

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

5. Effect upon policy framework and procedure rules

5.1 There is no effect on 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. 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 will be a fairly nominal translation cost of approximately £60 for each quarterly update of the Forward Work Programme, to be met from within the Democratic Services' existing budget.

9. Recommendations

9.1 Cabinet is recommended to:

- Approve the Cabinet Forward Work Programme for the period 1 March 2023 to 30 June 2023 at **Appendix 1**;
- Note the Council and Overview and Scrutiny Committees' Forward Work Programmes for the same period, as shown at **Appendix 2** and **Appendix 3** of the report, respectively.

Kelly Watson

**Chief Officer Legal and Regulatory Services, HR and Corporate Policy
March 2023**

Contact Officer: Mark Anthony Galvin -
Senior Democratic Services Officer - Committees

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Chief Executives Directorate
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Telephone: (01656) 643148

Email: mark.galvin@bridgend.gov.uk

Background documents: None

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CABINET FORWARD WORK PROGRAMME - 1 MARCH 2023 TO 30 JUNE 2023

| Date | Title of Report | Contact Officer |
|--------|---|--|
| 14 Mar | Result of Tender of Annual Insurance Policies | Carys Lord Chief Officer – Finance Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk |
| 14 Mar | Non-Domestic Rates: Discretionary Relief: Retail, Leisure and Hospitality Rates Relief Scheme 2023-24 | Carys Lord Chief Officer – Finance Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk |
| 14 Mar | Temporary Accommodation for Homelessness | Carys Lord Chief Officer – Finance Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk |

| Date | Title of Report | Contact Officer |
|--------|---|--|
| 14 Mar | Re-Development of Cosy Corner | <p>Janine Nightingale Corporate Director Communities Tel: 01656 643241 Email: Janine.nightingale@bridgend.gov.uk</p> |
| 14 Mar | Well-Managed Highway Infrastructure A Code of Practice 2016 -Uk Roads Liaison Group, and The County Surveyors Society Wales (Csw) Risk Based Approach To Highway Management | <p>Janine Nightingale Corporate Director Communities Tel: 01656 643241 Email: Janine.nightingale@bridgend.gov.uk</p> |
| 14 Mar | Public Space Protection Order – Dog Control Consultation | <p>Janine Nightingale Corporate Director Communities Tel: 01656 643241 Email: Janine.nightingale@bridgend.gov.uk</p> |
| 14 Mar | Tennis Court Improvements and Community Asset Transfer Fund Change Of Use | <p>Janine Nightingale Corporate Director Communities Tel: 01656 643241 Email: Janine.nightingale@bridgend.gov.uk</p> |

| Date | Title of Report | Contact Officer |
|--------|---|--|
| 14 Mar | Service Level Agreement Between Hm Prison and Probation Service (Hmpps) And Bridgend County Borough Council For Children And Young People Held At Hm Prison Parc Young Offenders Institution (Yoi) | Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk |
| 14 Mar | Additional Learning Needs Transformation Grant | Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk |
| 14 Mar | Estyn Inspection Outcomes for Afon Y Felin Primary School, Pil Primary School, Corneli Primary School and Brynmenyn Primary School | Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk |
| 14 Mar | Fostering Friendly Employer Policy | Kelly Watson Chief Officer – Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Kelly.Watson@bridgend.gov.uk |
| 14 Mar | Cabinet, Council and Overview And Scrutiny Forward Work Programmes | Kelly Watson Chief Officer – Legal and |

| Date | Title of Report | Contact Officer |
|--------|--|--|
| | | Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Kelly.Watson@bridgend.gov.uk |
| 11 Apr | School Modernisation Programme – Coety Primary School – Outcome of consultation process | Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk |
| 11 Apr | School Modernisation Programme – Bridgend West Mutual Investment Model | Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk |
| 11 Apr | Approval of Care Home Fee-Setting Strategy | Claire Marchant Corporate Director Social Services and Wellbeing Tel: 01656 643241 Email: Claire.Marchant@bridgend.gov.uk |
| 11 Apr | Joint Social Services Policies | Claire Marchant Corporate Director Social Services |

| Date | Title of Report | Contact Officer |
|--------|-------------------------------|--|
| | | <p>and Wellbeing Tel: 01656 643241 Email: Claire.Marchant@bridgend.gov.uk</p> |
| 11 Apr | Medication Policy | <p>Claire Marchant Corporate Director Social Services and Wellbeing Tel: 01656 643241 Email: Claire.Marchant@bridgend.gov.uk</p> |
| 11 Apr | Homelessness Strategy | <p>Carys Lord Chief Officer – Finance Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk</p> |
| 9 May | Strategic Commissioning Plans | <p>Claire Marchant Corporate Director Social Services</p> |

| Date | Title of Report | Contact Officer |
|--------|---------------------------------------|--|
| | | and Wellbeing Tel: 01656 643241 Email: Claire.Marchant@bridgend.gov.uk |
| 9 May | Urban Centre property Investment Fund | Janine Nightingale Corporate Director Communities Tel: 01656 643241 Email: Janine.nightingale@bridgend.gov.uk |
| 20 Jun | EFS Strategic Plan 2023-2026 | Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk |

COUNCIL FORWARD WORK PROGRAMME – 1 MARCH 2023 TO 30 JUNE 2023

| Date | Title of Report | Contact Officer |
|--------|------------------------------------|---|
| 15 Mar | Budget 2023-24 | <p>Carys Lord Chief Officer - Finance, Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk</p> |
| 15 Mar | Related Party Transactions 2022-23 | <p>Carys Lord Chief Officer - Finance, Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk</p> |
| 15 Mar | Pay Policy 2023-2024 | <p>Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk</p> |

| Date | Title of Report | Contact Officer |
|--------|---|--|
| 15 Mar | Pension Policies | Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk |
| 15 Mar | Independent Remuneration Panel for Wales Annual Report | Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk |
| 17 May | Proposed Programme of Ordinary meetings of the Council and Council Committees | Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk |
| 17 May | Appointment to Council Committees and other Council Bodies | Kelly Watson Chief Officer, Legal and Regulatory Services, HR and |

| Date | Title of Report | Contact Officer |
|---------------|--|--|
| | | Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk |
| 17 May | Representation on Outside Bodies and other Committees | Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk |

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OVERVIEW AND SCRUTINY FORWARD WORK PROGRAMME – 1 MARCH 2023 – 30 JUNE 2023

| Date | Title of Report | Scrutiny Committee | Contact Officer |
|----------|--|---|--|
| 2 Mar 23 | <ul style="list-style-type: none"> - Workforce, Recruitment and Retention - Corporate Plan Delivery Plan 2023-24 - Disabled Facilities Grant – Progress Report and Position Statement | Corporate Overview and Scrutiny Committee | <p>Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk</p> <p>Mark Shephard Chief Executive Tel: 01656 643380 Email: Mark.Shephard@bridgend.gov.uk</p> <p>Carys Lord Chief Officer - Finance, Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk</p> |

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| 13 Mar 23 | <ul style="list-style-type: none"> - New Framework for Evaluation, Improvement and Accountability to Support the Curriculum for Wales - Annual Local Authority Scrutiny Report Central South Consortium 2021-2022 | Subject Overview and Scrutiny Committee 1 | <p>Lindsay Harvey Corporate Director – Education and Family Support Tel: 01656 642612 Email: Lindsay.harvey@bridgend.gov.uk</p> |
| 27 Mar 23 | <ul style="list-style-type: none"> - Support for Young Carers and Adult Carers - Children’s Services Improvement Plan | Subject Overview and Scrutiny Committee 2 | <p>Claire Marchant Corporate Director Social Services & Wellbeing Tel: 01656 643248 Email: Claire.marchant@bridgend.gov.uk</p> |
| 17 Apr 23 | - Homelessness Strategy | Subject Overview and Scrutiny Committee 3 | <p>Carys Lord Chief Officer - Finance, Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk</p> |
| 26 June 23 (Subject to Annual Council approval in May 2023) | <ul style="list-style-type: none"> - Election of Chairperson report; - Revenue Budget Outturn 2022-23 - Corporate Parenting Champion Nomination report; - Public Service Board Scrutiny Nomination report; | Corporate Overview and Scrutiny Committee | <p>Kelly Watson Chief Officer, Legal and Regulatory Services, HR and Corporate Policy Tel: 01656 643248 Email: Kelly.watson@bridgend.gov.uk</p> |

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| | <ul style="list-style-type: none">- Q4 Performance Report 22-23 - Corporate Plan Delivery Plan 2023-24- Draft Self Assessment- Regulatory Tracker | <p>Carys Lord Chief Officer - Finance, Performance and Change Tel: 01656 643302 Email: Carys.Lord@bridgend.gov.uk</p> <p>Mark Shephard Chief Executive Tel: 01656 643380 Email: Mark.Shephard@bridgend.gov.uk</p> |
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By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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