

Public Document Pack

Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council



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

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Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

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Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate

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

Gofynnwch am / Ask for: Democratic Services

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Thursday, 9 March 2023

Dear Councillor,

COUNCIL

A meeting of the Council will be held as Hybrid in the Council Chamber, Civic Offices, Angel Street, Bridgend, CF31 4WB / remotely via Microsoft Teams, on **Wednesday, 15 March 2023 at 16:00**.

AGENDA

1. Apologies for absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest from Members/Officers in accordance with the Members' Code of Conduct adopted by Council from 1 September 2008.
3. Approval of Minutes 5 - 42
To receive for approval the minutes of 18/01/2023 and 08/02/2023
4. To receive announcements from:
(i) Mayor (or person presiding)
(ii) Members of the Cabinet
(iii) Chief Executive
5. To receive announcements by the Leader
6. Pay Policy Statement - 2023/2024 43 - 100
7. Related Party Transactions 2022-23 & Statement of Accounts 101 - 108
8. Pension Policies 109 - 138
9. Independent Remuneration Panel for Wales Annual Report 2023/24 139 - 174
10. Information Report for Noting 175 - 180
11. To receive the following Questions from:

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Councillor Richard Collins to the Cabinet Member Wellbeing & Future Generations

I welcomed the opportunity to view the exciting work underway to refurbish and improve Maesteg Sports Centre. Please can the Cabinet Member update us on progress to complete the scheme.

Councillor Steven Easterbrook to the Leader

Management companies operating on Bridgend for residents of new build housing estates have for a number of years been taking a management fee, yet have failed to carry out the maintenance. Issues that have occurred and needed resolving range from street lighting, road repairs, sweeping of leaf litter from gullies and boundary maintenance of hedges. Residents are not only charged Council Tax at the same rate as every other householder but are also subject to this additional fee to a third party maintenance company, there are often issues for residents contacting these companies with contacts within the company not responding to emails, yet residents are still expected to pay the fee every year that varies from house to house. Does the Leader feel that this acceptable that residents in this Borough are charged twice for the same service offered by two separate entities, when it appears neither are delivering a service residents are paying for.

Councillor Martin Williams to the Leader

Junction 36 of the M4 is a notorious bottleneck which causes congestion, restricts development & investment opportunities to the north of our county and causes misery to residents in neighbouring communities, which are being used as increasingly dangerous rat runs. Could the Leader please outline what efforts this authority has made to improve junction 36 and the surrounding highway network (including re-consideration of the once proposed Bryncethin by-pass) to alleviate the traffic issues once and for all.

Councillor Freya Bletsoe to the Cabinet Member Regeneration

In light of the recent announcement that Porthcawl Grand Pavilion will see significant investment from the Central Government "levelling up funding" and the ongoing improvements to Maesteg Town Hall, what undertaking will the cabinet member for regeneration give to all residents in all corners of our Borough that we will see our own county wide "levelling up" that will ensure a full and equitable investment in all areas of our Boroughs cultural heritage?

12. Notice of Motion proposed by Councillor Jane Gebbie and seconded by Councillor Alex Williams

MOTION ON LOCAL GOVERNMENT PAY TO COUNCIL: A FULLY FUNDED, PROPER PAY RISE FOR COUNCIL AND SCHOOL WORKERS

This council notes:

- Local government has endured central government funding cuts of more than 50% since 2010. Between 2010 and 2020, councils lost 60p out of every £1 they have received from central Westminster government.
- New research by UNISON has shown that councils across England, Wales and Scotland are facing a collective funding shortfall of £3bn by the financial year 2023/24 and a cumulative funding gap of £5bn by 2024/25.
- At a local level, Bridgend County Borough Council has made savings totalling nearly £73m since 2010 / 2011. This represents almost 23% of the Council's current net revenue budget

- Councils led the way in efforts against the Covid-19 pandemic, providing a huge range of services and support for our communities. Local government has shown more than ever how indispensable it is. But Covid has led to a massive increase in expenditure and loss of income, and as we emerge from the pandemic, local authorities and schools need far more support from Westminster. Recent funding announcements from the Westminster Government relating to schools did nothing to help.
- Council and school workers kept our communities safe through the pandemic, often putting themselves at considerable risk as they work to protect public health, provide quality housing, ensure our children continue to be educated, and look after older and vulnerable people. Since 2010, the local government workforce has endured years of pay restraint with the majority of pay points losing at least 25 per cent of their value since 2009/10. Staff are now facing the worst cost of living crisis in a generation, with inflation hitting 10% and many having to make impossible choices between food, heating, and other essentials. This is a terrible situation for anyone to find themselves in.
- At the same time, workers have experienced ever-increasing workloads and persistent job insecurity. Across the UK, 900,000 jobs have been lost in local government since June 2010 – a reduction of more than 30 per cent. Local government has arguably been hit by more severe job losses than any other part of the public sector.
- There has been a disproportionate impact on women, with women making up more than three-quarters of the local government workforce.
- Recent research shows that if the Westminster Government were to fully fund the unions' 2023 pay claim, around half of the money would be recouped thanks to increased tax revenue, reduced expenditure on benefits and tax credits, and increased consumer spending in the local economy.

This council believes:

1. Our workers are public service super-heroes. They keep our communities clean and safe, look after those in need and keep our towns and cities running.
2. Without the professionalism and dedication of our staff, the council services our residents rely on would not be deliverable.
3. Local government workers deserve a proper real-terms pay increase. The Westminster Government needs to take responsibility and fully fund this increase; it should not put the burden on local authorities whose funding is still picking up the service pressures from the Covid-19 pandemic.

This council resolves to:

- A. Support the pay claim submitted by UNISON, GMB and Unite on behalf of council and school workers, for an increase of RPI + 2%
- B. Call on the Local Government Association to make urgent representations to central government to fund the NJC pay claim.
- C. Write to the Chancellor and Secretary of State to call for a pay increase for local government workers to be funded with new money from central government.
- D. Meet with local NJC union representatives to convey support for the pay claim and consider practical ways in which the council can support the campaign.
- E. Encourage all local government workers to join a union.

13. Urgent Items

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

Note: 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:

S Aspey
H T Bennett
A R Berrow
F D Bletsoe
S J Bletsoe
JPD Blundell
E L P Caparros
N Clarke
RJ Collins
HJ David
C Davies
C L C Davies
P Davies
S Easterbrook
M J Evans
N Farr
P Ford

Councillors

J Gebbie
W R Goode
RM Granville
H Griffiths
S J Griffiths
D T Harrison
M L Hughes
D M Hughes
RM James
P W Jenkins
M R John
M Jones
MJ Kearn
W J Kendall
M Lewis
J Llewellyn-Hopkins
RL Penhale-Thomas

Councillors

J E Pratt
E Richards
R J Smith
JC Spanswick
I M Spiller
T Thomas
JH Tildesley MBE
G Walter
A Wathan
A Williams
AJ Williams
HM Williams
I Williams
MJ Williams
R Williams
E D Winstanley
T Wood

COUNCIL - WEDNESDAY, 18 JANUARY 2023

MINUTES OF A MEETING OF THE COUNCIL 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 WEDNESDAY, 18 JANUARY 2023 AT 16:00

Present

Councillor M Jones – Chairperson

S Aspey	H T Bennett	A R Berrow	F D Bletsoe
S J Bletsoe	JPD Blundell	E L P Caparros	N Clarke
RJ Collins	HJ David	C Davies	P Davies
M J Evans	N Farr	P Ford	J Gebbie
W R Goode	RM Granville	H Griffiths	S J Griffiths
D T Harrison	M L Hughes	D M Hughes	RM James
P W Jenkins	M R John	MJ Kearn	W J Kendall
M Lewis	J Llewellyn-Hopkins	RL Penhale-Thomas	J E Pratt
E Richards	R J Smith	JC Spanswick	I M Spiller
T Thomas	JH Tildesley MBE	G Walter	A Wathan
A Williams	AJ Williams	HM Williams	I Williams
MJ Williams	R Williams	E D Winstanley	T Wood

Apologies for Absence

C L C Davies

Officers:

Mark Galvin	Senior Democratic Services Officer - Committees
Laura Griffiths	Principal Solicitor
Lindsay Harvey	Corporate Director Education and Family Support
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
Michael Pitman	Technical Support Officer – Democratic Services
Alex Rawlin	Corporate Policy & Public Affairs Manager
Mark Shephard	Chief Executive
Kelly Watson	Chief Officer Legal, HR and Regulatory Services

77. DECLARATIONS OF INTEREST

The following declarations of interest were made:-

Councillor JP Blundell – Prejudicial interest in Agenda item 7 as a School Governor at Bryntirion Comprehensive school that is mentioned in the report.

Councillor S Bletsoe – Personal interest in Agenda item 8 as a family member is in receipt of Council Tax Reduction.

Councillor F Bletsoe - Personal interest in Agenda item 8 as a family member is in receipt of Council Tax Reduction.

Councillor JC Spanswick – Prejudicial interest in Agenda item 8 as a close family member is in receipt of Council Tax Reduction.

Councillor M Kearns – Prejudicial interest in Agenda item 7 as a member of Pyle Community Council involved in the management of a project referred to in Appendix B (page 36) of the report.

Councillor P Jenkins – Personal interest in Agenda item 9 as a home owner bordering the land in question referred to in the Loan Agreement.

Councillor P Davies – Prejudicial interest in Agenda item 8 as a family member is in receipt of Council Tax Reduction.

Councillor RM James – Prejudicial interest in Agenda item 8 as a family member is in receipt of Council Tax Reduction.

Councillor T Wood – Prejudicial interest in Agenda item 8 as he is in receipt of Council Tax Reduction.

Councillor Amanda Williams – Personal interest in Agenda item 7 as Chair of Governors at Coity Primary School

Councillor E Winstanley – Personal interest in Agenda item 7 as her employer is in receipt of the management of monies for Council owned projects.

Councillor R Penhale-Thomas – Personal interest in Agenda item 6 as an employee of an organisation of which V2c is a member.

All those members who declared a prejudicial interest in the above items so referred to, left the meeting whilst these items were being considered.

78. **APPROVAL OF MINUTES**

RESOLVED: That the Minutes of a meeting of Council dated 13 December 2022, be approved as a true and accurate record.

79. **PRESENTATION TO COUNCIL BY REPRESENTATIVES OF VALLEYS TO COAST**

The Chief Executive presented a report that introduced representatives of Valleys to Coast, ie Jo Oak, Chief Executive and Darrin Davies, Corporate Director – Development and Growth, who then gave a presentation upon the latest work of the organisation.

The presentation initially outlined V2C's agenda, which was

- Their current position
- Their immediate priorities
- Their impact and ambition
- Clarification around empty homes
- Opportunities for questions

In terms of the current position, the Officers explained that V2C had received the highest level of compliance for their governance and financial viability following a recent regulatory review.

Rent levels had been set at 6.5% increase on average (in line with other Welsh HAs and on average £20 lower than rent cap), with rent freeze and additional support for most vulnerable.

Continued partnership working was being developed to better support their customers, including the Housing Health and Innovation programme across Cwm Taf Morgannwg region.

Works had also taken place in terms of supporting Bridgend Town Centre by encouraging colleagues back to the office and re-introducing the organisations reception area.

In terms of the organisations more immediate priorities, these were outlined as follows:-

1. Tackling dampness, condensation and mould - working collectively with other Welsh HAs & LAs and responding to the Housing Minister
2. Preventing and tackling homelessness - increased support for customers through cost of living crisis; working in partnership with BCBC and others; investing in new homes to meet demand
3. Addressing under investment in Bridgend through our 'Missing Piece' agenda, so we can do more for our customers and communities.

The Chief Executive of V2C advised that with regards to the organisations impacts and ambitions both currently and moving forward, these were to share with members that its Turnaround Programme has had a positive impact across the business, and for customers, with a repairs backlog reducing in number down as well as complaints also reducing and positive resolutions happening quicker for property tenants.

All the above was being driven forward with plans to create a wholly owned subsidiary to further improve and grow their repairs and maintenance service.

V2C had also launched its ambitious Safe and Happy Sustainable Future strategy to work towards carbon neutrality.

Furthermore, £1.2m had been secured to invest in an optimised retro fit programme. This would commence with improved heating systems to around 200 homes; external wall insulation to around 200 homes; and energy efficient lighting to communal areas at its sheltered schemes.

In relation to clarification in respect of Empty Homes, the Officers explained that Valleys to Coast is not the only RSL in Bridgend and that this on occasions led to some misunderstanding locally about the extent of ownership of some empty homes.

There was also some misconception over the number of homes V2C owned in relation to properties lost through the Right to Buy Scheme.

With regard to void properties, the Officers explained that there were presently 138 empty homes (voids) in the Bridgend area, with 63 currently undergoing construction work to prepare for re-let. In terms of 23 of these properties, works there had been completed and were now ready to be let. The works on 10 properties had been issued to contractors with the relevant works pending. 6 properties were awaiting asbestos reports and/or kitchen plans, with 3 of these awaiting clearance. 23 properties were awaiting inspection (including those where such inspections had already been scheduled).

The V2C Officers also advised, that homes can be empty for a number of reasons, for example, work in progress; specific adaptations pending; scheduled for major works; awaiting compliance testing or safety reports; awaiting utilities; awaiting clearance or those located in a hard to let area.

In conclusion, it was confirmed that since the start of the 2022-23 financial year, V2C had brought 289 empty homes back into use, including 16 'high value' voids.

As this concluded the presentation, the Mayor asked Members if they had any questions of the Officers.

A Member noted that the largest success he had noted since he had become a County Borough Councillor last May, was the much needed clear-up of the Wildmill Estate, through collaborative working between BCBC and V2C. However, as part of the Council's draft budget proposals, there was a suggestion to reduce the size of BCBC's Enforcement team. He therefore asked, how this would affect future works such as this within this area and the wider areas of Bridgend.

The Chief Executive, V2C stated that there was accountability between organisation partners to ensure that there would be positive outcomes when work of this nature was scheduled and subsequently undertaken. Expectations have been set in terms of clearing the likes of fly tipping and improving the green areas within Wildmill and she was sure that despite any reductions in workforce, works such as this would be continue to be carried out in the future so as to build on the very positive strides that have been made in hotspot areas such as Wildmill, in the future.

A Member asked what powers V2C had when it came to tenants showing anti-social behaviour and therefore causing agitation and problems for neighbouring residents, ie non-criminal behaviour.

The Chief Executive, V2C advised that V2C would investigate problems such as this either in isolation or with partners such as the MASH team or the South Wales Police. V2C could carry out legal proceedings against such perpetrators which could lead to tenants then facing eviction, however, this could result in the problem just being moved from one community to another where the tenant moved to. Or the tenant could become homeless which would exacerbate that particular problem which was increasing. Therefore, in most cases V2C and other key agencies would in the first instance look to resolve issues with the tenant and try and address their behavioral problems in order to resolve matters, without the need for further action having to take place.

A Member who was a representative on Bridgend Care and Repair advised that she recently visited a V2C property where there was a vulnerable tenant, who hadn't had a shower for a number of weeks. She asked how often V2C staff inspected properties to ensure that tenants such as this could be identified in order to ascertain whether or not they required further support. She also asked if tenants were required to move out of their property and into another, if works were required to the dwelling.

The Chief Executive, V2C confirmed that annually V2C staff inspected properties as part of a yearly inspection programme, to conduct property safety checks. There were more regular inspections during the pandemic, but of course, Covid had now subsided. There was also an 'Eyes On' campaign, where representatives of V2C interacted with tenants on safeguarding issues and property repairs and reported these back, in order for appropriate action to be taken. There was also a referrals process, working with partners such as BCBC, where problems with tenants, repairs, litter and a whole host of other issues were reported and listed to be actioned.

In terms of tenants having to move out of their property when repairs were being undertaken to it, this all depended on the extent of what was required to be carried out. This was considered in relation to the size of the works and any safety elements that needed to be considered. These were discussed with the customer. On occasions rather

than move a tenant to an alternative property for this purpose, they could be re-located to a hotel or guest house for a short period of time.

A Member noted that there had been instances of a repairs backlog for V2C tenants properties, which often resulted in a 'bottle neck' of these developing, which then delayed such repairs being resolved. He had received this feedback from some constituents, though on occasions when he made a referral to V2C directly on these same issues, he had always found that the problem was actioned by the organisation quickly. He asked if this was the case and if so, what was being done to rectify such delays.

The Chief Executive, V2C acknowledged that complaints from tenants in this area had been a problem previously, though further work had been committed to this area of work and the situation had improved. She added that she would prefer tenants to contact the organisation direct, rather than through any partner, as cutting out these often speeded up the response whereby then action was taken more quickly. Often if complaints were made and not actioned speedily enough for the tenants liking, they would then look to take legal proceedings against V2C which could become protracted and could delay the problem even longer and was often avoidable through dialogue between tenant and housing association. She advised the Member to have a further discussion on this, outside of the meeting.

For further debate that ensued on this topic, please refer here to the meeting link [here](#)

RESOLVED: That the report of the Chief Executive and the presentation from Valleys to Coast colleagues, be noted.

80. **TO RECEIVE ANNOUNCEMENTS FROM:**

Mayor

I would like to thank the proprietors of the Bettws Café who went the extra yard on Christmas Eve, delivering free Xmas dinners to homeless charities and people who live alone in the Bettws area.

In the run up to the New Year, the Leader and myself attended/witnessed the marriage of Ian and Alison (now Mr and Mrs Thomas) at the Bridgend Registry Office. Thanks are extended to the newlyweds for allowing us to be there for part of their special day.

Please can I remind members about this year's Mayor's Charity, so that they may make a donation to this if they are in a position to.

I will be meeting with Officers this week, to consider the Mayor's Award nominations.

And finally, for Members information the date of the Budget Cabinet meeting has been changed from 21 February 2023 (2.30pm) to 22 February at the same starting time.

Deputy Leader

Over the last few weeks, members will have noted the extreme pressures that the health and social care system has been operating under.

Understandably, much of the media focus has been on the very visible, and sometimes harrowing, position that hospitals have found themselves in.

As we have also seen these extreme pressures within the community, I want to acknowledge and pay tribute to our social care workforce as until we resolve this issue of capacity within our communities and value the staff that deliver those community services, we will not resolve the pressures within our hospitals and avoidance of ambulances waiting outside to hand over their patients.

They have been working tirelessly not only to support people who have been discharged from hospital care, but to implement new Welsh Government guidance in a way that maintains social care values and holds at its core the ongoing safety and wellbeing of vulnerable people.

We have worked very closely with Cwm Taf Morgannwg University Health Board and remain focussed not only on the immediate response, but also on implementing strategic actions that will enable more people to receive the care and support that they need in an appropriate, timely way.

To provide members with an example of just how we are doing things differently, I would like to briefly highlight our participation with a trial scheme to manage the way in which people take medication, preventing their illnesses from worsening and needing medical interventions, and tackle the £300m cost of wasted medicines across the UK due to the mismanagement of

Traditionally, ensuring that people take their medication regularly has involved a mix of daily home visits from carers, alarm clocks, wall charts, monitored dosage systems, telecare prompts and more.

As the disadvantages of such methods range from potential costs to an inability to confirm that medication has actually been taken as required, the council and Cwm Taf have partnered with Life Sciences Hub Wales to develop a new digital approach.

Called 'Your Meds', this uses smart medication management technology in the form of a digital pill box.

Pods within the box are pre-filled and delivered directly to the user, and the box has built-in tech which informs care providers and families when the medication has been accessed.

Needless to say, it also contacts them to let them know when the scheduled medication has not been accessed.

As well as increasing independence and providing greater freedom for carers and family members, this new approach has the potential to save up to £3,600 per person, per year, and enables staff to undertake other work.

By reducing the number of crisis referrals, digital technology can be preventative while also providing vital information for streamlining individual care needs.

With less room for error, it means that money can also be invested into other key services.

This is just one example of the new ways of working that we are currently exploring, and if members would like to know more, I will be happy to show them where they can find further information.

Cabinet Member – Wellbeing and Future Generations

Members may wish to inform their constituents about some significant investment that has been made into new leisure facilities for the county borough.

As a result of a £400,000 refurbishment, Maesteg Sports Centre will soon feature a larger gym area with brand new cardio machines, a dedicated strength-and-conditioning space and a wellness zone.

All-new studio, training and workshop spaces have been created, and improvements have also been made to the changing room area.

A £200,000 refurbishment has also recently been completed at Pyle Swimming Pool. This has delivered a range of enhanced facilities, such as 30 new changing cubicles, accessible family-size booths, new energy efficient showers and lighting, and poolside changing facilities to offer greater support for people with accessibility issues.

The improvements are intended to support accessibility as well as benefiting both the physical and mental health of all residents and have been made possible thanks to investment from Bridgend County Borough Council, Halo Leisure, and Sport Wales.

I'm sure members will want to welcome this investment and help spread awareness about the new facilities.

If you would like to find out more, further details are available on the Halo website.

On a separate note, I would like to take a moment to reflect on the decision by the UK government to block a law which would improve the lives and rights of trans people in Scotland.

The question of constitutionality is important, but I think we can agree, human rights should not be used as a political football. The trans community remain one of the most maligned parts of our community, they face significant challenges when accessing health care, for example, as well as discrimination in many other parts of their lives. Taking the decision to transition is not one that is taken lightly but imagine having to live your life feeling you aren't really you and that parts of your society denies your very existence.

I welcome the calls from the First Minister and the Deputy Minister for Social Partnership, Hannah Blythyn to receive powers that would allow the Welsh Government to improve the lives and rights of trans people in Wales. As Vaughan Gethin said yesterday "My rights, and everyone else's, are not at risk by trans people having their rights. And it is self-evident that nobody is equal until we are all equal."

As such, I have asked officers to undertake work in the Cabinet Committee on Equalities which I chair to look into the challenges faced by our trans residents in Bridgend and how we can help mitigate those challenges.

Cabinet Member – Regeneration

I would like to share some of our recent efforts to support jobs, employment and training with members, and how we are supporting fresh local business in Bridgend County Borough.

Firstly, following investment into venues such as Heol-y-Cyw Community Centre, the Westward Community Centre in Cefn Glas and the Pencoed Miners' Welfare Hall, the Employability Bridgend team are setting up a series of community hubs.

These are designed to help residents aged 16 and over who are unemployed, looking to work more hours or to acquire a second or new job, and seeks to provide vocational qualifications, volunteering opportunities, the chance to develop new skills and more.

The team are already offering support at 20 different locations and are committed towards extending this further to support as many communities as possible in coming months.

Secondly, we are working alongside the Pop Up Wales initiative to provide opportunities ranging from practical training for entrepreneurs to events at Bridgend Indoor Market featuring festive workshops, live music and more.

The project enables people to 'try out' their business ideas by providing temporary stalls and premises and encourages them to develop their ideas and take them to the next level while also enabling opportunities for training and mentoring.

To date, the programme has matched ten pop-up ventures to empty town centre premises, and we are planning to carry out further work with Pop Up Wales throughout 2023.

Finally, the award-winning Rebel Business School is returning to Bridgend County Borough, in March to offer valuable free support to potential entrepreneurs.

Designed to help get ideas off the ground and to support existing businesses to grow, the initiative covers topics such as how to start a business, advice on sales and marketing, how to build a website, finding customers, legal issues and much more.

To date, it has supported more than 17,000 people via partnerships with local housing associations and local authorities and is sure to be a popular and well-attended event when it returns.

I would encourage members to find out more about these initiatives and to help spread awareness of their availability – more details can be found at the council website.

I have some excellent news to share with members regarding UK Government's Shared Prosperity Funding.

We have received official notification that following a successful application process, the council has been allocated more than £21m from the fund under its themes of people and skills, supporting local business, and community and place.

The money has already been fully allocated towards specific initiatives and includes £8m for establishing an employability and skills framework package, £3.5m for setting up new centres of enterprise across the county borough, and just over £1m for health, climate and economical projects that will develop stronger and more resilient local communities.

Within all of this are projects such as the Great Glamorgan Way, a 270km network of 'green corridors' which will connect communities throughout the region, schemes to improve adult literacy, funding in support of new tourism events, a local enterprise support programme, new options for diversification, decarbonisation and growth, and much more.

As members know, the Shared Prosperity Fund replaces previous European structural funds, and we are grateful to colleagues in Rhondda Cynon Taf County Borough Council as they have acted on behalf of local authorities within the Cardiff Capital Region in order to progress the area's individual plans.

With the fund expected to be in place until March 2025, we anticipate that delivery will begin within the coming months, and opportunities to access the fund will be announced in due course.

Cabinet Member – Communities

Last week's severe weather saw more than a month's worth of rain fall upon Bridgend County Borough in less than 24 hours, and throughout it all, council staff were out in the thick of it once more, working around the clock to respond to incidents, keep roads open, support local residents and help keep people safe and dry.

Thanks to their efforts and also the various infrastructure improvements that have been introduced over the last few years, problems were kept to an absolute minimum and widespread flooding was successfully avoided.

Among the issues that workers had to deal with were a blocked culvert which threw mud, rocks and other debris onto the A4061 Bwlch mountain road and meant that a lane closure was necessary.

While the Dipping Bridge at New Inn Road in Merthyr Mawr had to close due to high river levels, culvert alarms in areas such as Heol Faen at Maesteg and Min Y Nant at Pencoed were all triggered, but did not overtop.

Unfortunately, parts of Ogmere Vale were affected after drainage systems became overwhelmed by the sheer amount of rainfall, so after water entered premises at Cemetery Road and Alma Terrace, council crews worked alongside the South Wales Fire and Rescue Service to pump out drainage chambers and divert water away from properties using sand bags.

A culvert to the rear of Bethania Row was overwhelmed by rainwater after becoming blocked by debris which had washed downstream, but efforts to access it were hindered due to parked cars.

After officers from South Wales Police helped alert householders and ensured that the cars were removed, council workers were able to clear the blockage, but not before some flooding unfortunately occurred at the nearby Welfare Hall.

Several units at Penllwyngwent Industrial Estate also experienced flooding due to water flowing off land at the rear of the premises, which was later diverted using sandbags.

Elsewhere in the county borough, a single tree fell across the highway near the Rockwool factory at Wern Fawr. Council workers quickly responded to remove the tree and ensure the road remained open.

Incidents such as this help to illustrate how the council works to keep people safe, property dry and roads clear. Our crews do a fantastic job, and I am sure that members will want to congratulate them for their efforts.

Cabinet Member – Resources

As we are now down to the last few days of our annual budget consultation, which opened last December, I would like to ask members to encourage their constituents to take part before it closes on 22 January.

The consultation offers residents a chance to have their say on the council's spending priorities and help shape the authority's budget for the 2023-24 financial year.

Just as households are facing stark financial challenges during the cost-of-living crisis, so too is the council, and we have to deal with significant additional budget pressures of at least £20m.

Despite a better than anticipated settlement from Welsh Government, we still need to save £3.5m, and are looking to develop new and innovative ways of providing the kind of services that residents want while using increasingly limited resources.

That's why we want local residents to give us their feedback and tell us what they think of our proposed spending priorities for next year.

With full details available at the council website, you can either fill in a copy of the consultation online, or contact our Consultation team to receive it in an alternative format.

Cabinet Member – Education

I have two issues that I would like to update members on.

Firstly, you may recall that it was announced in January that our Youth Support Team would be expanding the provision of safe spaces for young people aged between 11 and 25 at its existing centres.

These are based at Coleg Cymunedol y Dderwen, Cynffig Comprehensive School and the Pencoed Youth Engagement Centre.

They also announced that they would be establishing two new centres, one in the Bryntirion / Cefn Glas area, and another in Brackla.

Unfortunately, this has led to misinformation being spread on social media over safeguarding concerns at the thought of children being allowed to mix with people in their early twenties.

I want to make it quite clear that all of our youth work takes place within a safe environment, and with full regard to safeguarding measures.

The reason support is available to everyone within that age bracket is because by law, councils are expected to provide youth support to young people aged between 11 and 25.

While this is also in line with Welsh Government's Youth Work Strategy for Wales, in practice we find that many older young people prefer to access our targeted provision, and not our youth centres.

All of our centres are run by professionally qualified youth workers who are well trained and equipped in matters such as safeguarding, county lines, radicalisation, sexual exploitation and more.

Furthermore, the centres will organise their activities so that different nights or times are allocated to specific age groups.

The bottom line is that the centres are run appropriately and professionally so that they continue to offer a safe space for younger people.

The second issue I want to advise members about concerns planned industrial action by the National Union of Head Teachers and National Education Union.

This has been confirmed after the NEU Cymru ballot result saw 92 per cent of teacher members vote in favour of a strike, and 75 per cent of Welsh NUHT members.

The industrial action is expected to affect schools on the first and fourteenth of February, and the fifteenth and sixteenth of March.

In preparation for this, officers are working alongside head teachers to answer queries designed to facilitate business continuity, and to help limit disruption.

Among the queries that we have been asked to clarify so far are questions on appropriate communications with staff, parents and carers, thresholds for instigating a closure, arrangements for vulnerable pupils and those in receipt of free school meals, implications for attendance figures and more.

This work is currently progressing, and I will bring you further updates as the situation develops.

Chief Executive

I have a very brief update to offer members concerning the progress of the second phase of Central Government's Levelling Up fund.

We received official notification earlier in the week that an announcement on the outcome of the second phase of the Levelling Up fund is imminent.

We anticipate that letters will soon be sent to council leaders, MPs who have provided support, bid managers and Section 151 officers on the morning that the announcement is due to be made.

This will be in advance of a public announcement and a media release later that same day.

Members will, of course, be aware that we previously submitted two detailed bids to the Levelling Up Fund - a £20 million bid for the complete refurbishment of the Grand Pavilion in Porthcawl, and a £25 million Transport Bid for the replacement Penprysg Road Bridge and removal of the level crossing in Pencoed.

If successful, both of these ambitious projects have the clear potential for delivering significant benefits for the county borough, and we remain highly enthusiastic and hopeful for a positive outcome.

I will, of course, keep you informed throughout this process, and I hope to be in a position to provide you with more comprehensive details at the next meeting of Council.

81. TO RECEIVE ANNOUNCEMENTS BY THE LEADER

While the yellow weather warning that is currently in place across much of South Wales resulted in some early morning snow showers and icy conditions across Bridgend County Borough, we have so far managed to escape most of the mass disruption that has been experienced elsewhere.

As you might expect, our teams have been working around the clock once more, and gritters have been making multiple trips to treat the roads network and keep the county borough moving.

The worst of the snow hit our valleys communities and higher-ground areas, and crews have been using our fleet ploughs to help keep them clear.

This includes the Bwlch mountain road, which was temporarily closed for several hours, but which is expected to open again this afternoon.

Thankfully, all recycling and waste collections were unaffected and have continued as normal. Maesteg Community Recycling Centre had to temporarily close its gates before reopening later in the day, but the sites at Tythegston and Brynmenyn remained open as usual.

Unfortunately, the snow did force Caerau Primary, Ysgol Cynwyd Sant, Calon y Cymoedd and Nantffyllon Primary to all close for the day.

There are many reasons for why this might be necessary during severe weather, and it doesn't always require heavy snowfall for a closure – for example, a school may not be able to open because of frozen pipes which may have burst, or because of insufficient staff supervision due to some school staff not being able to travel in from other areas where the snow has been heavier.

As such, members may want to remind their constituents that the council website includes a comprehensive section on how the council handles periods of severe weather and includes a dedicated school closures page which head teachers can use to let parents and carers know if a school has had to close unexpectedly.

Schools will also communicate independently with parents and carers using their own systems and are advised to prepare blended learning arrangements as a contingency in order to minimise disruption in the event of a closure.

National guidance has also been produced for schools and childcare or play settings, and you can find this at the Welsh Government website.

I would urge members to take a closer look at both this and the council's own web resource, and to make full use of it in the event of any further severe weather.

Members will be aware of our ongoing efforts to tackle homelessness in Bridgend County Borough, and I have some very good news to share on this front.

Minister for Climate Change Julie James has written to confirm that Welsh Government intends to allocate an additional £10m in revenue funding to local councils in 2022-23, so as to support homelessness prevention and the costs of providing temporary accommodation.

This is, of course, on top of £10m that has already been allocated in this financial year for temporary accommodation, and £6m for discretionary homelessness prevention.

Furthermore, the minister has confirmed that she is allocating an additional £24m to the Transitional Capital Accommodation Programme, which seeks to provide good quality, longer-term accommodation which in turn reduces pressures placed upon the use of temporary accommodation.

While the longer-term goal remains to reduce the reliance on temporary accommodation, move towards a rapid re-housing approach and fundamentally reform homelessness services, Welsh Government recognises that this transition will take time to achieve, and has allocated these additional resources in support of this.

We are currently waiting to hear what Bridgend County Borough Council's share of the allocation will be, but I am sure members will join me in welcoming this additional resource.

Finally, I am sure that members will want to join me in congratulating Deputy Leader Jane Gebbie following the announcement that she has been appointed as the new Chair of the Cwm Taf Morgannwg Regional Partnership Board

As chair, Councillor Gebbie will be responsible for ensuring that members of the board are working together to improve the health, social care and well-being of people living in the Bridgend, Rhondda Cynon Taf and Merthyr Tydfil areas.

Among her first duties will be overseeing the delivery of the Cwm Taf Morgannwg Regional Area Plan, which outlines actions for creating better health and social care services and ensuring that partners are working co-productively with communities and frontline staff to create, lead and evaluate services effectively.

Councillor Gebbie brings a wealth of experience to the role, and I know that she will prove to be an effective and instrumental chair.

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

The Chief Officer – Finance, Performance and Change presented a report, which provided Members with an update in relation to the capital position at the end of Quarter 3 in the current financial year.

She advised, that the Council's Capital Strategy was approved by Council on the 23 February 2022. The approved capital budget approved by Council in February totalled £69.979 million. The programme was last updated and approved by Council in October last year.

Section 4 of the report outlined the current position on the Council's capital programme in this year. The revised programme for the year totalled £61.7m with £28.2m being funded by BCBC resources and the balance of £33.5m being funded from external sources. A breakdown of the programme across services was shown in Table 1 in the report, with more detail regarding the funding of the programme being shown in Table 2.

Details regarding individual schemes were shown in Appendix A of the report.

The Chief Officer – Finance, Performance and Change stated that Members will see that the total requested slippage at Quarter 3 is £28.5m. The reasons for the slippage was detailed at paragraph 4.4 of the report.

As well as adjustments for slippage the report also detailed some new and amended schemes for approval which included Welsh Government funding received to fund a number of schemes including the:

- o Transforming Towns Placemaking grant to address the decline in town centres and the reduced demand for High Street retail;
- o Housing with care funding to support the development of the children's residential hub;

- o ULEV Transformation Fund monies to support the delivery of electric vehicle charging infrastructure within public car parks ; and
- o Access Improvement Fund Grant to support work to improve access to and on the public rights of way network.

In addition to the Welsh Government grants, funding had also been identified to fund other initiatives, to include;

- Additional as S106 contributions to support the provision of affordable housing schemes;
- Additional funding from the Cardiff Capital region local transport fund to support the Porthcawl bus station project;
- Funding to support the Porthcawl Welsh medium seedling school scheme design;
- Funding from Sport Wales to improve external facilities at Ysgol Bryn Castell for use by the schools and the community;
- Public crossing work at Kenfig Hill; and
- Additional funding for ICT equipment purchases for schools

There were also changes to two schemes detailed in the report, with the full revised programme being shown at Appendix B.

The Chief Officer – Finance, Performance and Change confirmed that when Council approved the Capital Strategy for this year, it included prudential indicators for 2022-23 to 2024-25. Appendix C to the report, reflected that the Council is operating within the approved local authority limits.

The Cabinet Member – Resources commended the report.

A Member asked for some clarification around the Llynfi Valley Development Loan, in that a loan suggest some monies have to be paid back, which he did not think was fully the case.

The Corporate Director – Communities confirmed that though it was called a loan, part of this was in fact non-repayable.

A Member welcomed the added funding streams for Porthcawl Bus station (£404k) and the Children’s Residential Hub (608k).

A Member enquired what the Highway Schemes represented in terms of Band B schools and also asked when the electrical vehicle charging devices would be operational in Bridgend car parks.

The Corporate Director – Education and Family Support, confirmed that funding from Welsh Government was committed in terms of Intervention Rates of 75% for special schools and 65% for ‘other’ schools. However, added funding had to be found by the local authority for infrastructure works around schools in order to achieve adequate and safe access to them. This was a significant amount he added, bearing in mind the number of schools in the County Borough as well as those intended as proposed, ie new build.

The Corporate Director – Communities added that all public car parks would have a facility to charge electronic vehicles post 2025, and the Council were currently waiting for Western Power to power some charging points by end February/March. When these were up and running, a communication would go out to this effect for the benefit of the public.

elements which individual Councils can choose to adopt. Any additional associated costs must however, be funded locally.

The current scheme adopted by Bridgend County Borough Council will end on the 31 March 2023, explained the Chief Officer – Finance, Performance and Change.

The Council Tax Reduction Scheme Regulations 2023 have now been laid before the Senedd for approval. The new regulations contain a change to the current scheme to:

- Ensure that applicable Ukrainian nationals will be eligible to be included in a local authority's council tax relief scheme and will be eligible for a discount if they meet the other requirements of the scheme;
- Provide protection for hosts for the Homes for Ukraine scheme. The regulations make provision so that any Ukrainian national who has been granted leave to enter or remain in the United Kingdom, or who has a right of abode, is to be treated as a dependent on the applicant host for the purpose of calculating entitlement to this discount. In effect this preserves the level of entitlement of the host applicant;
- Remove the exception for European Economic Area citizens who are now subject to immigration control

The Chief Officer – Finance, Performance and Change added that the new regulations do not contain any other significant changes to the current scheme and the maximum level of support that eligible claimants can receive remained at 100%

Within the prescribed requirements regulations there is limited discretion given to the Council to apply elements that are more generous than the national scheme. These were:

- The ability to increase the standard extended reduction period of four weeks given to persons after they returned to work where they previously received CTR.
- Discretion to increase the amounts of war disablement pensions and war widows pensions which is disregarded when calculating income of the claimant.
- An ability to back date the application for council tax relief with regard to late claims prior to the new standard period of three months before the claim.

The Council was required to adopt a scheme by the 31 January 2023, regardless of whether it chooses to apply any of the discretionary elements. If the Authority failed to agree a scheme, then a default scheme would apply.

She added that proposed discretionary elements for 2023-2024, were outlined in more detail in Table 1 at paragraph 4.23 of the report. The discretion proposed, related to disregard levels in relation to income received in respect of war disablement pensions and war widows/widowers pensions and the proposal is that the total value of any pension specified would be disregarded.

The estimated cost to the Council of these proposals is £6,659 in 2023-24.

The Chief Officer – Finance, Performance and Change concluded by stating that from the latest data, there were currently 12,602 households receiving Council Tax Reduction (CTR); 8,101 of these were of working age and 4,500 were of pensionable age. Out of the 12,601 households receiving CTR, 9,701 are entitled to a full CTR reduction.

RESOLVED:

That Council:

- Noted The Council Tax Reduction Schemes and Prescribed Requirements (Wales) Regulations 2013, and the 2014 to 2023 amendment regulations;
- Adopted the Council Tax Reduction Scheme 2023-2024 as set out in paragraphs 4.18 to 4.23 of the report.

84. LLYNFI DEVELOPMENT SITES - FORMER MAESTEG WASHERY SITE WEST

The Corporate Director – Communities submitted a report, the purpose of which, was to seek Council approval to enter into a Deed of Variation between Welsh Government and Bridgend County Borough Council (BCBC) that sets out to vary the existing Llynfi Development Sites, Welsh Government Central Capital Retained Fund Loan Agreement dated 12th February 2015.

She explained that BCBC were now considering the re-development of only the Former Maesteg Washery West Site for housing development and wish to vary the original Agreement to allow the carrying out of the feasibility works.

By way of some background information, in 2013 DTZ Real Estate Investment Management carried out an analysis of all sites in the Llynfi Valley that could potentially be brought forward for development but had issues that needed to be overcome before they could be taken to market. Three sites were originally identified in the study as Priority 1 Strategic Opportunities for residential-led development (see Appendix A to the report):

- The Former Maesteg Washery Site West
- The Former Maesteg Washery Site East
- The Former Maesteg Lower Comprehensive School Site

An application was made to the Welsh Government's Central Capital Retained Fund which resulted in Bridgend County Borough Council (BCBC) Regeneration securing a £2.5 million loan with no match funding being required from BCBC.

The Loan Agreement (see Appendix B) was signed in February 2015 between Welsh Government and BCBC to enable the Council to deal with physical constraints on the sites, in order to bring them forward for residential development integrated with amenity open space.

Following the carrying out of a Feasibility Study, the Council were advised not to pursue the re-development of the Former Maesteg Washery East Site, with the Former Maesteg Lower Comprehensive School Site being deemed as having the potential to be developed by other means, Extra Care Housing (ECH).

It was therefore agreed by the BCBC Llynfi Development Sites Project Board that the Council would progress with the Former Maesteg Washery Site West only.

In June 2022, the confirmed consultancy fees and site works costings for Tranche 1 (Feasibility) were sent to Welsh Government by BCBC and an application made that Tranche 1 be increased to £322,589 to reflect the significant increase. This application also proposed that Tranche 1 become a grant as opposed to a loan and entering into a Deed of Variation (DoV) to the original Loan Agreement will reflect this. Welsh Government grants panel approval and subsequent ministerial approval to vary the original Agreement to this effect via a DoV was obtained in July 2022.

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

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

Councillor Tim Thomas to the Cabinet Member – Wellbeing and Future Generations:

Will the Cabinet Member make a statement on whether they are satisfied that socially rented homes in the County Borough are, as far as possible, safe, and free from detriments that can cause negative health outcomes?

Response

The Minister for Climate Change wrote to all social landlords on 15th December 2022 following the tragic death of two-year-old Awaab Ishak, who died from a respiratory condition caused by exposure to mould. This letter outlined the action required of social landlords in Wales to ensure that measures are in place to specifically identify and address reported issues with damp and mould. This includes reference to investigations and inspections, dealing with condensation and its causes, rectifying any defects as promptly as possible and supporting tenants with help and advice. Welsh Government has requested information and assurances that landlords are responding to these issues be provided to them by the 20th January.

As Cabinet Member for Wellbeing and Future Generations I am fully supportive of the steps being taken by Welsh Government in re-enforcing to social landlords their responsibilities. I too have recently sought reassurances from local Registered Social Landlord's (RSL's) that they are taking steps to ensure that their accommodation is safe. I will continue to seek reassurances that this is the case from our RSL partners in Bridgend, and that any necessary actions highlighted through the review are followed through.

There is a framework of policies, processes and law that sets out the standards expected from homes, not only within the social rented sector, but also in relation to private rented sector in general.

The Renting Homes (Wales) Act 2016 took effect on the 1st December 2022. This changes the way that landlords rent their properties and applies to landlords and letting/managing agents. The Act brings increased rights for tenants and a key element of this legislation is that all properties must be safe. This Act introduced a requirement to ensure that homes are Fit for Human Habitation (FFHH). This includes a requirement for electrical safety testing and ensuring that smoke alarms and carbon monoxide detectors are fitted in properties.

In addition, Rent Smart Wales, a licensing and registration system supports those who let or manage properties and provides advice on the requirements and obligations to ensure that landlords comply with health and safety requirement for the private sector.

The Welsh Quality Housing Standards (WQHS) is in place for all new social housing developments and ensures that properties are in a good state of repair, safe and secure, and adequately heated. The WQHS 2023 is currently being updated to drive up standards on decarbonisation ambitions and include energy saving elements for tenants. Developments funded through the Social Housing Grant (SHG) – a WG grant - must comply with these standards. This grant supports the planned development programme to increase the supply of accommodation by Registered Social Landlords (RSL's). The

housing service works closely with Welsh Government and local RSL's to deliver new housing through a 3 year programme. Although the outcomes at this stage are estimates, the programme is scheduled to deliver 536 homes over a 3 year period with a grant funding level estimated to be in the region of £41million.

We are also able to take action in the form of enforcement. Information from the Shared Regulatory Service shows that they received 46 complaints from tenants of Social Landlords in 2022 under the following categories :-

- Disrepair = 15
- Damp and Disrepair = 15
- Damp and Mould = 12
- Rats, Damp and Disrepair = 1
- Rats and Disrepair = 3

Their first action to complaints from tenants of RSLs would be to contact the RSL for information and request that they look into the complaint and take remedial action where appropriate. They do not routinely inspect as a result of a complaint but where there is a lack of progress they will do so and issue both informal and formal notices if this is deemed to be required.

Supplementary question from Councillor Thomas

I am glad the Cabinet Member for Future Generations has noted mould and dampness. I am concerned with several referrals in relation to asbestos. Can he outline any conversations he has had with the mapping and safe maintenance of incidents of asbestos that are of a concern.

Response

I have been reassured by Valleys to Coast just this week that they are going to review their housing stock in properties where they may be asbestos, as a considerable number of their properties were constructed pre -1999 before the regulations regarding asbestos were introduced. If any works need to take place in properties where there is any asbestos, then this obviously has to be undertaken safely in accordance with relevant health and safety regulations to ensure the safety and wellbeing of residents. He assured the Member he would look into this further. Funding has also been given to, for example Registered Social Landlords (RSL's) for VOIDS, so that these may also be brought back into usage.

Second supplementary question from Councillor Heidi Bennett

How is the Council working with RSL's in order to address housing shortages in the County Borough?

Response

We are working with both RSL's and the likes of Welsh Government and are in year one of a three year plan to construct further housing accommodation across Bridgend. We have plans to construct 536 homes within the life of this plan, but of course, it does take some time to construct new build housing. There is funding for this plan (including grant funding) in the sum of £41m. The new builds will be strategically planned where dwellings will include smaller affordable housing, ie 1 and 2 bed properties as opposed to just larger housing accommodation and will take into account in terms of design and structure, access for residents with difficulties, including low level access for wheelchair

COUNCIL - WEDNESDAY, 18 JANUARY 2023

users. This work would progress in conjunction with support from our RSL's and BCBC's Housing team, in order to progress developments in line with what has been planned.

87. **URGENT ITEMS**

None.

The meeting closed at 19:15

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**MINUTES OF A MEETING OF THE COUNCIL HELD HYBRID IN THE COUNCIL CHAMBER,
CIVIC OFFICES, ANGEL STREET, BRIDGEND ON WEDNESDAY, 8 FEBRUARY 2023 AT
16:00**

Present

Councillor M Jones – Chairperson

H T Bennett	A R Berrow	F D Bletsoe	S J Bletsoe
JPD Blundell	E L P Caparros	N Clarke	RJ Collins
HJ David	C Davies	C L C Davies	P Davies
S Easterbrook	M J Evans	N Farr	P Ford
J Gebbie	W R Goode	RM Granville	H Griffiths
S J Griffiths	D T Harrison	M L Hughes	D M Hughes
RM James	P W Jenkins	MJ Kearn	W J Kendall
M Lewis	J Llewellyn-Hopkins	RL Penhale-Thomas	J E Pratt
E Richards	R J Smith	JC Spanswick	I M Spiller
T Thomas	G Walter	A Wathan	A Williams
AJ Williams	HM Williams	I Williams	MJ Williams
R Williams	E D Winstanley	T Wood	

Apologies for Absence

None

Officers:

Mark Galvin	Senior Democratic Services Officer - Committees
Lindsay Harvey	Corporate Director Education and Family Support
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
Michael Pitman	Technical Support Officer – Democratic Services
Alex Rawlin	Corporate Policy & Public Affairs Manager
Mark Shephard	Chief Executive
Kelly Watson	Chief Officer Legal, HR and Regulatory Services

89. DECLARATIONS OF INTEREST

The following declarations of interest were made and those who declared prejudicial interests were stated, left the meeting whilst the item they declared an interest in, was being considered:-

Councillor Alex Williams – Agenda item 5 – Prejudicial interest as a family member had a second home in the Bridgend County Borough (BCB).

Councillor H Williams – Agenda item 5 – Prejudicial interest

Councillor M Evans – Agenda item 7 – Personal interest as a member of Pencoed Town Council

Councillor N Clarke – Agenda item 5 - Prejudicial interest as a family member has a second home in BCB.

Councillor J Pratt – Agenda item 7 – Personal interest as a member of Porthcawl Town Council

Councillor R Williams – Agenda item 7 – Personal interest as a member of Pencoed Town Council

Councillor S Bletsoe – Agenda item 5 – Prejudicial interest as his paid employment comes from a representative body of people who have second homes in BCB

Councillor T Thomas – Agenda item 5 – Prejudicial interest as he works for an organisation that represents interests of property agents.

Corporate Director – Social Services and Wellbeing – Agenda item 5 – Prejudicial interest.

90. **TO RECEIVE ANNOUNCEMENTS FROM:**

Mayor

We were very saddened to hear of the sudden passing of Clare Drakeford, the wife of Wales's First Minister, Mark Drakeford on the 28 January 2023.

The thoughts of everyone in Bridgend County Borough Council are with the First Minister and the family at this time.

It is also with sadness that I announce after a short illness the unexpected sad passing of Mr Jeff Baker an independent member of Bridgend County Borough Council Standards Committee.

Mr. Baker had been a member of the Committee since 2016 and certainly made a significant contribution to the governance of this Council.

I am sure all members today will extend warmest condolences to Jeff's wife Janet during very this difficult of times.

It was a pleasure to continue into the New Year with some fantastic examples of the incredible young talent we have here in the County Borough.

I attended His Majesty's Lord Lieutenant of Mid Glamorgan Awards for the Reserve Forces and Cadets Association for Wales at Pontypridd.

It was a particularly proud moment to see three young people from our Borough being recognised.

Leading Cadet David Morgan and Able Cadet Anna Marie Petter from Porthcawl Sea Cadets Corps.

Cadet Flight Sergeant Scott Jones from No 3 Welsh Wing RAF Air Cadets. Congratulations to all on their achievements.

Together with the Mayor of Porthcawl Town, I accepted an invitation to visit to the Grand Pavilion at Porthcawl where Porthcawl Comprehensive School presented 'Footloose the Musical'

He extended his thanks to all that were involved in the show.

The Mayors Award nomination process has been completed, with the applications all being of a very high standard and worthy of recognition.

We are currently in the process of contacting those who participated in the process to update them on their individual applications.

I wish to introduce you all to this little Red Dragon sitting proudly of front of me, a dragon currently with no name. Can I extend an invitation to you all to nominate a name for this. The cost of which is £1 a go. All proceeds will go towards the Mayor's Charity. I would like to think the list will be full of all Councillor names and those of Senior Officers within the Authority.

Can I thank Councillor Paula Ford for finding this poor creature? There will be a personal presentation from myself to the individual who picks the correct name.

It is my pleasure to have with us in the Chamber today, two of the Youth Council (YC) representatives, Aspen and Tyler. Each representative then gave a short speech, in turn, on their roles and responsibilities on the YC.

Finally, a timely reminder to those who unfortunately were unable to manage their mobile phones during council business. Your penalty of £10 to the Mayor's Charity remains unpaid. Interest will be due on any outstanding sums along with a public name and shame list.

Cabinet Member - Regeneration

At the last meeting of full Council, our Chief Executive advised members that an announcement was due on our bid to the UK Government Levelling Up fund.

Since then, we have learned that £18m has been awarded towards a major redevelopment of the Grand Pavilion in Porthcawl.

As you know, the Levelling Up Fund is a national scheme and has been set up and administrated by UK Government as a way of enabling local authorities to put in bids for funding new infrastructure within local communities.

The funding will be used to address the condition of the building's concrete structure and will ensure that its unique heritage can be preserved.

At the same time, it will enable the building to benefit from an extended and improved arts, culture, and heritage service.

Among the modern facilities that will be introduced are new first-floor function spaces, a new rooftop area capable of hosting functions and cafe space, a new studio theatre, space for new businesses, new offices, a 'changing places' facility and much more.

This funding is the culmination of many years of planning and partnership working alongside our colleagues at Awen Cultural Trust, and I am sure that members will agree it is excellent news.

Unfortunately, the news was also bittersweet as we were notified that UK Government had turned down our second bid to the Levelling Up fund.

This would have supported our ambitious plans for creating a new Penprysg Road Bridge, and I am sure that our deep disappointment will be shared by the people of Pencoed.

We are currently waiting to hear whether further rounds of the Levelling Up fund will be announced, and I will bring you more news on this as soon as possible.

Cabinet Member – Resources

I am sure that Members will want to remind their constituents that the deadline for applying to the Welsh Government Fuel Support Scheme will expire on February 28th.

Over the last four months, the scheme has delivered more than 15,000 payments to eligible households totalling around three million pounds.

The scheme has been provided in addition to the Energy Bill rebate being offered by UK Government, and the Winter Fuel Payment normally paid to pensioners.

In Bridgend County Borough, the council has written to all known eligible residents, and has processed applications for support through the online 'My Account' facility.

We are encouraging anyone who believes that they meet the criteria for the grant but has yet to apply to do so before the deadline expires.

You can find out more, including a list of eligibility criteria, by visiting the council website.

Cabinet Member – Wellbeing and Future Generations

I am sure that members will share my concerns over recent research which has confirmed that the cost of living crisis is driving more people in Wales to borrow money from illegal loan sharks.

The research, which was commissioned by Welsh Government and Stop Loan Sharks Wales, found that people aged 18 to 34 were most susceptible, and that half of all respondents who have borrowed money have done so to cover every day normal living expenses.

A further 66 per cent said they did so to purchase food, and 53 per cent to cover energy bills.

Worryingly, 38 per cent also said that they would be likely to borrow further money at some point this year.

This highlights the grim reality faced by Welsh communities in the current financial climate and confirms fears that the cost of living crisis is encouraging predatory illegal lenders to target desperate borrowers.

Thankfully, organisations such as Stop Loan Sharks Wales are working alongside the likes of our own Shared Regulatory Services to protect, educate and support victims of illegal money laundering, and are working together to investigate and prosecute loan sharks across Wales.

Members can support the fight against such illegal activity by ensuring that their constituents know that confidential help and advice is available simply by calling 0300 123 3311 or visiting the website, stop loan sharks wales dot co dot UK

Their work has already seen victims of illegal money laundering receive more than £66,000 in compensation, and I would strongly urge anyone who may be considering borrowing money to speak to the organisation first.

As members know, the Shared Regulatory Service works alongside a wide range of partners and play a vital role in protecting the public from unscrupulous traders while looking after consumer rights, food safety, animal welfare and more.

I'd like to thank them for their efforts, and for helping to protect local communities from being preyed upon by illegal money launderers.

Cabinet Member – Communities

I would like to draw members' attention towards an important consultation that is currently being carried out by Welsh Government.

As you know, in 2017 Welsh Government set a series of national targets on generating and using renewable energy as part of our overall commitment towards delivering a more sustainable future for Wales.

Latest national data shows that in 2021, renewable sources generated the equivalent of 55 per cent of our electricity use against a target of 70 per cent by 2030.

We have achieved nearly 90 per cent of our target for at least one gigawatt of renewable energy capacity to be locally owned by 2030, but while our renewables-based electrical capacity continues to increase year-on-year, the current rate of growth will not be enough to meet demand.

As a result, Welsh Government has launched a consultation on proposed new renewable energy targets, which includes sourcing 100 per cent of all national electricity consumption from renewable electricity by 2035.

This is an ambitious target, one which is likely to be largely dependent on increased support from the UK Government and reductions in cost, and a wealth of research and background information has been made available to ensure that people can provide an informed response as part of their feedback.

I would urge all members to take a look at the proposals, and to participate with this important national consultation, which can be found at the Welsh Government website.

Chief Executive

Members may be aware that we are currently marking National Apprenticeship Week at the council, and I recently joined the Leader, Deputy Leader and members of Cabinet at an event where we had a chance to meet some of the authority's existing apprentices and find out more about their experiences.

At the moment, the council has 24 apprentices working across ten different departments including Business Support, ICT, Social Care, Highways, and Green Spaces.

Since the apprenticeship programme was launched in 2013, we have successfully supported 116 apprentices, many of whom have since gone on to work at the council in full time, permanent positions.

This is especially fitting as the theme of this year's event is all about developing 'Skills For Life'.

We are committed towards supporting people into learning and developing future-ready skills which will help them to secure employment and set them on a path for a rewarding career.

The benefits of this 'grow your own' approach are very obvious, especially when you consider some of the workforce issues and recruitment challenges that the council is facing.

The last ten years have demonstrated beyond a doubt that this is a mutually beneficial and highly effective partnership.

As an organisation and an employer, we remain dedicated towards supporting young people by creating apprenticeship opportunities, and I hope that this will continue for many years to come.

Members may wish to advise their constituents that apprenticeships within the council are advertised through the job pages of the corporate website, and that further information and advice on apprenticeships is available from Careers Wales.

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

The recent industrial action by the National Education Union resulted in the closure of 23 primary schools, eight secondary schools and two special schools in Bridgend County Borough.

A further 16 primary schools and one special school were only partially open as a result of the industrial action. In total, nine primaries and one secondary school remained open as normal.

The strike marked the first of four planned days of industrial action, with further disruption to services likely to affect schools on Tuesday 14 February, and Wednesday 15 to Thursday 16 March.

On each strike day, schools make a decision on whether they can stay open or not based upon factors such as staff supervision levels, risk assessments, safeguarding and more.

While all schools will aim to inform parents about potential closures at least three working days before any industrial action takes place, some schools may make a decision to remain open or to close on the day of the proposed strike.

If a school has decided to close in advance, pupils who are eligible for free school meals are given a packed lunch the day before the proposed strike.

If a headteacher decides to close a school prior to lunchtime on the day of the strike, eligible pupils will receive a packed lunch to take home with them.

Unless a school has decided to close prior to the day of planned industrial action, school transport for eligible pupils will continue to run as normal.

However, in the event that a school or year group is forced to close due to staff supervision levels, a responsible adult such as a parent or carer should collect children from primary or additional needs schools.

Pupils, parents and carers are being kept up to date on latest developments around the industrial action, and schools are liaising with them closely to make sure that everyone is informed.

While the industrial action is underway, the ongoing welfare of local children will remain our top priority.

In other news, members may want to let their constituents know that Bridgend Register Office will host an open day on Saturday 18 February

Since its move into new premises here at the Civic Offices in July 2020, the Register Office has hosted more than 500 ceremonies ranging from weddings, civil partnerships and vow renewals to naming and commitment events.

It has also hosted citizenship ceremonies featuring the High Sheriff of Mid Glamorgan, representatives of the Lord Lieutenant and the Mayor of Bridgend.

The register office now offers a state of the art ceremony room, Swit Pen-y-Bont, which can host up to 50 guests, as well as a purpose-built garden area where people can take photographs to mark their happy event.

At the open day, staff will be available to show people around the new facilities and answer any questions that they may have about the register office and its work, what the booking process is and more.

The event will run from 10am to 1pm, and the facilities are fully accessible for people with disabilities.

I hope that members will let their constituents know about the open day, and that it is of interest.

Finally, I'd like to make members aware of the services that are offered through the Repair Café Wales organisation.

Designed to stop repairable household items from being thrown out or going to landfill, the service enables people to have broken or damaged items fixed and repaired - all for free.

The repair service covers items ranging from clothes, household electrics and technological goods to children's toys, bicycles, furniture and woodworking.

It offers training and advice to local communities and aims to encourage people to repair and recycle.

With a network of around 50 workshops spread throughout Wales, the organisation regularly advertises a series of pop-up repair events, but I am delighted to confirm that we have a local branch based here within the county borough.

Maesteg Repair Café was established by members of the Menshed project with support from BAVO and Repair Café Wales in January last year.

Based at the Old Court House, they were the first one of their kind to set up in the county borough and have gone from strength to strength with some highly positive and very moving testimonials from the people making use of their services.

I am sure members will agree that with the ongoing cost of living crisis, a service such as this is more valuable than ever.

More information is available at the Repair café website, and also from BAVO.

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

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

- provide information to Council on the discretionary powers that the Council has with regards to charging higher amounts of council tax on long term empty homes and second homes;
- inform Council of the outcome of the recent consultation exercise in respect of charging a council tax premium on long term empty homes and second homes; and
- seek approval from Council that the proposed council tax premiums, as recommend by cabinet on 17 January 2023, be implemented.

By way of background, she advised that from April this year, Councils in Wales were able to charge higher amounts of up to 300% on top of the standard rate of council tax on long term empty homes and second homes. The discretion given to local authorities to charge a premium is intended to be a tool to help authorities to bring long term empty homes back into use and also to support local authorities in increase in the supply of affordable housing within their areas.

There were exceptions where premiums cannot be charged and these were detailed at paragraph 3.5 of the report.

The report before Members, outlined the options available to the local authority with regards to empty properties. Paragraph 3.10 the report, provided details of those local authorities that have applied a premium in Wales. At the current time 11 of the 22 local authorities do charge a premium, whilst other were currently in the process of reviewing their position on this.

In Bridgend, as at the end of October 2022, there were 701 long term empty homes and the details of where these were and how long they have been empty, was shown at paragraph 3.11 of the report.

The Chief Officer – Finance, Performance and Change stated that the Empty Homes Strategy for the Council, seeks to reduce empty properties to contribute towards increasing the availability of housing for sale or for rent. Charging a Council Tax premium on empty properties is in line with the aims of this Strategy, explained the Chief Officer – Finance, Performance and Change.

The report also looked at the proposal to charge a premium on second homes and again details of where this is currently being applied in Wales, was outlined in the report. The Chief Officer – Finance, Performance and Change drew attention to the fact, that in accordance with the Local Government Finance Act 1992, should a decision be made to apply a premium it could not be applied to this category of homes until April 2024.

The proposal to introduce Council Tax Premiums on long term empty homes and second homes, had been the subject of consultation and the matter was reconsidered by Cabinet in January this year. At that meeting it was decided that Cabinet 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, concluded the Chief Officer – Finance, Performance and Change.

A Member stated that there was a definite need for home owners to bring their properties back into a habitable state and that there was a real need for further housing, in particular affordable accommodation, in the Llynfi and other valley locations within the County Borough.

The Cabinet Member – Wellbeing and Future Generations agreed with this ie particularly the point that increased housing accommodation was needed for families on low income and to support the homeless etc. He added that there was support for owners of empty properties to assist them to carry out essential remedial works that could then result in the homes being brought back to a habitable condition, for example, through the like of the Housing for Homes Fund. He added that only yesterday, Cabinet agreed a new agreement with Welsh Government that will secure £1.2m of funding to assist homeowners to this end.

A Member felt that the above should not only apply to empty homes but to empty properties also, so she asked if the local authority were thinking of something similar with commercial properties, particularly when being mindful of placemaking in our towns and the number of empty residential properties available there that could be converted into flats, which would result in an increase of housing stock in the County Borough.

The Chief Officer – Finance, Performance and Change advised that the scheme subject of the report, related to Council Tax and residential properties, so she would need to check whether a similar situation would apply to business property. There was a grant available however, to turn properties in town centres into residential accommodation should there be a need to do so and information regarding this was available on the Council's website.

A Member asked if someone was in long term care, were they still subject to an Empty Homes Premium.

The Cabinet Member – Wellbeing and Future Generations referred Council to paragraph 3.8 of the report which listed exemptions in respect of the above, one of which was those individuals who were in long term care.

In response to a question from the floor, the Leader stated that where a dwelling was being structurally repaired, there was a legislative exemption with regards to Council Tax reduction for up to a period of 12 months.

The Cabinet Member – Wellbeing and Future Generations added that the Houses to Homes scheme did allow owners of properties following a period of 6 months, to access this fund. Therefore, owners would have the opportunity to tap into this funding with a view to carrying out home improvements, prior to them being affected by the terms of the new policy provisions.

RESOLVED: That Council:-

- Noted the report and the outcome of the consultation, and
- Approved the proposed 100% Council Tax Premiums to be implemented from 1 April 2023 for long term empty homes, and 1 April 2024 for second homes, with these both increasing to 200% after 2 years.
- Noted that a further report will be brought to Council on the wider implications of Council Tax Premiums on second homes prior to deciding whether or not to continue to proceed with implementing the premium from April 2024.

93. **LISTED BUILDING CONSENT DELEGATION**

The Corporate Director – Communities presented a report, the purpose of which, was to advise Members of Bridgend County Borough Council’s successful application for Listed Building Consent Delegation and to approve necessary changes to the Constitution and Officer Scheme of Delegation to proceed with the determination of applications for listed building consent for Grade II buildings without the need for referral to Welsh Ministers.

She explained that at a meeting of the Development Control Committee on 9 January 2023, at the request of Cadw, Members of the Development Control Committee were advised that notification had been received from Cadw that it was minded to grant Listed Building Consent Delegation subject to acceptance of a number of requirements. The requirements are set out in full in the report to Development Control Committee, that was attached at Appendix A to the report.

The Corporate Director – Communities added that on 17 January 2023, Bridgend County Borough Council received confirmation from Cadw of its intention to award delegation from 1st February 2023 in the form of a signed Direction. This was attached at Appendix B to the report.

The Council has the authority to determine applications for Listed Building Consent, but subject to the requirement to notify Welsh Ministers in line with Section 13 of the Act.

The Constitution would however, now require a change to the delegation, to add that the Committee can determine applications for Listed Building Consent for Grade II buildings without the need for referral to Welsh Ministers, if it has on any application for Listed Building Consent received and adhered to the advice of the Senior Conservation and Design Officer Moira Lucas.

Similarly, the Corporate Director – Communities stated, that the existing Scheme of Officer Delegation also includes powers for Officers, where appropriate, to determine applications for Listed Building Consent subject to the requirement to notify Welsh Ministers in line with Section 13 of the Act.

The Council's Scheme of Delegation will require a change to add that these Officers can determine applications for Listed Building Consent for Grade II buildings without the need for referral to Welsh Ministers, if it has on any application for Listed Building Consent received and adhered to the advice of the Senior Conservation and Design Officer Moira Lucas.

The suggested amendment to the wording of the provision of that part of the Constitution affected by the change, was detailed in paragraph 4.5 of the report.

The Corporate Director – Communities added that, the Scheme of Delegation contained presently a delegated power for officers to determine applications for listed building consent except applications falling within any of the categories of excepted applications from time to time prescribed by the Council (paragraph 6.1(b)). Officers are also given (paragraph 6(1)(c)) delegated powers to determine planning applications in accordance with the scheme approved for the time being by the Council. The suggested amendment is to add the words “and listed building consent applications” into paragraph 6(1)(c) in the Scheme of Delegation was therefore recommended.

Following consideration of the report, Members

RESOLVED:

That Council approved the proposed changes outlined in paragraph 4.2 - 4.6 of this report to the Constitution and proposed change to the delegation and the Officer Scheme of Delegations, to add that the Committee and Specified Officers can approve applications for Listed Building Consent without the need for referral to Welsh Ministers if it has on any application for Listed Building Consent received and adhered to the advice of the Senior Conservation and Design Officer Moira Lucas.

94. **PORTHCAWL METROLINK**

The Corporate Director – Communities submitted a report, the purpose of which was to seek Council approval to consolidate the balance on the Cardiff Capital Region (CCR) Metro Plus Scheme capital budgets in the capital programme against the Porthcawl Metrolink scheme and vire funding from the Porthcawl Regeneration scheme, to meet the additional costs resulting from the tender process for the Metrolink Scheme, subject to Cabinet's recommendation on this matter dated 7 February 2023.

She explained that the Porthcawl Metrolink project is the provision of a modern bus facility within the heart of the Porthcawl Regeneration area offering a multi bay, fully enclosed building with room for a concessionary stand.

Cardiff City Region (CCR) through its Metro programme, together with Welsh Government (WG), provide the principal funding mechanism for large strategic transport projects within the region. This included the Porthcawl Metrolink bus facility which, as well as being an important regional strategic transport facility on the South Wales Metro, is also a key piece of infrastructure within the Porthcawl Regeneration site. Without the Metrolink facility the regeneration programme will not be able to proceed as per the approved strategy by facilitating more sustainable modes of transport.

The Corporate Director – Communities reminded Council that there were currently two Metro schemes presently included in the Capita Programme, as detailed in paragraph as detailed in paragraph 3.4 of the report.

An informal agreement as expanded upon in the report, required that the contract for the Metrolink be let before the end of March 2023 and demonstrable progress be made, in order to retain the funding for spend in 2023-24 until the completion of the project. As such, if the contract was not awarded by the end of March 2023 there is a significant risk that all unspent regional funding of £2,707,000 will be lost.

The Corporate Director – Communities added, that remaining Metro funding allocated to the Penprysg project will also have to be spent by 31 March 2023, or this will also have to be returned to CCR. This project was the subject of an unsuccessful Levelling Up Fund (LUF) bid in 2022 and further progress on this scheme is limited until further funding opportunities are investigated. However, it is intended to submit the scheme for future CCR Metro programme funding in 2023-24.

She explained that through the tender process undertaken, the highest scoring bidder had submitted a tender with a value which is considerably above the original estimated costs. The factors involved with the higher than expected bid, included significant increases in the cost of materials and labour since the estimated cost was calculated.

Procurement advice given, was that it is not possible to re-visit the tender evaluation or award the contract to a lower cost bidder, on the basis that there is no additional funding available as doing so would breach transparency and equal treatment requirement. It would be unlawful to award the contract to anyone other than the bidder assessed to offer the most economically advantageous tender as evaluated against the published award criteria of this tender. The only other alternative option would be to abandon this tender and re-tender with alternative award criteria and / or a revised specification should additional funding not be forthcoming, in which case, the current tender will be closed-down, making it invalid, and the process started again with a full new tender. For reasons shared in the report and explained to Members in the meeting, this was not considered to be a viable option for the Council to pursue.

The Corporate Director – Communities, advised that there were other additional costs associated with the scheme over and above those associated solely with the tender. This included a contingency fund of £500,000 and project management costs of £75,350. These costs are normal for a project of this nature and will also have to be met from the Capital budget. The total cost of the scheme is £3,836,834. The majority of this cost had been accounted for in the Capital Programme.

In summary therefore, the report requested Council's approval to transfer all remaining funds for the Metro programme (£961,613 from Penprysg) to the live Porthcawl Metrolink project, in order to maximise the available CCR spend, and to vire £571,221 from the Porthcawl Regeneration capital budget, also to the Porthcawl Metrolink project, to fund this essential infrastructure project.

The Cabinet Members for Communities and Future Generations commended the report and the recommendations contained within it.

A Member advised that seemingly Council had no option other than to support the proposals detailed in the report, as the alternative was to lose a significant amount of monies that we currently have at our disposal, in support of the regeneration of Porthcawl. He asked that in terms of timing, if the Council has not learnt that sufficient time should be allowed for reviewing potential increases in tender processing and allowing for a decision to be reached, to look for an alternative tenderer before any timescale dictates making a decision on the scheme, through the procurement process. He added, what lessons could be learnt that the Council are having value for money for this and other schemes going forward in the future.

The Corporate Director – Communities assured Council that the bid in question was a good, high-quality bid that Cabinet and Management considered to be value for money and that this would not have been placed before Members today, if that was not the case. She pointed out however, that all schemes being put out to tender face an unprecedented risk in terms of price/cost inflation increases. All local authorities were faced with this not just BCBC, she added. This was due to a number of reasons, that included the cost of living crisis, increase in material costs and rising energy bills, amongst others.

She also assured Members that the tender process had been robust with the successful tenderer being a high-level, well regarded contractor.

Funding allocated to the Porthcawl Metrolink therefore had to be fully committed to this project by the end of March 2023, or this would be lost.

Therefore, in summary, this was a fully compliant bid considered as value for money, hence there being no requirement to re-tender for the works. Should the Council have retendered the work, there was a significant possibility that the tender sum would have

increased further. In terms of lessons learnt, the Corporate Director – Communities advised that both BCBC and grant funders could look at any ways to improve situations regarding allocation of funding and the requirements around deadlines for when this should be spent, in the future.

A Member felt that that the project detailed in the report, would not only benefit Porthcawl, but it would also be a regional enhancement of improved facilities that others visiting the area would enjoy. He noted that it met the Net Zero Carbon criteria and that the scheme needed to be pursued both in its own right and so as not to lose close on £3m. He asked if there were any commercial opportunities linked to the facility, for example, naming rights and sponsorship and/or advertising hoardings, etc.

The Corporate Director – Communities confirmed that issues such as these could be considered as part of the works.

A Member sought assurance that the delay to proposed works at the Penprysg Level Crossing, Pencoed, due to the lack of LUF, would be pursued at the earliest opportunity.

The Corporate Director – Communities, gave an assurance that this project was a Council priority and therefore, work would be carried out in relation to the scheme (as alluded to in the report), when this was possible.

Details further debate in terms of other Members questions and the responses to these by the Cabinet and Corporate Management Board, can be found [here](#)

Following it being moved and seconded, Members agreed to conduct a vote on the recommendation of the report, the outcome of which was as follows:-

<u>For (the recommendation)</u>	<u>Against</u>	<u>Absentions</u>
38	0	6

RESOLVED: That Council agreed to vire funding within the Capital Programme, as outlined in paragraph 8.4 of the report, to enable the Metrolink scheme to progress.

95. INFORMATION REPORT FOR NOTING

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

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

96. TO RECEIVE THE FOLLOWING QUESTION FROM:

Councillor Tim Thomas to the Cabinet Member – Education

Is the Cabinet Member for Education satisfied that enough is being done to ensure children, school staff and members of the public are safe during times when pupils are dropped off at and picked up from school. If not, what needs to be done?

Response

- The Learner Travel Statutory Provision and Operational Guidance 2014 outlines the statutory responsibility of parents as follows:
 - It is for parents to decide at what age it would be appropriate for their child to walk unaccompanied to school.
 - In the event of a child not being eligible to receive free transport and having to walk to school, it will be for parents to make suitable travel arrangements for their children between home and school.
- All schools have traffic management arrangements in place.
- The local authority continues to work with its schools to ensure individual traffic management plans are appropriate and that all reasonable measures are taken to ensure children and adults are safe when accessing individual sites.
- The Schools Transport Advisory Group (STAG) meets regularly to consider the management of school sites. STAG also considers the areas outside and in the immediate vicinity of schools.
- The local authority has recently appointed a Schools Transport Advisor to support school site safety and to support future school modernisation projects.
- The use of the local authority's camera car 'Roly Patroly' is prioritised around schools on a rolling programme to tackle dangerous and illegal parking outside schools.
- Enforcement of the existing restrictions outside the schools will be subject to resources, and Roly Patroly can, when resources allow, enforce on parking restrictions where there are traffic orders in place (such as bus stops, zigzag markings, 'School Keep Clear' zones and yellow lines).
- However, it is important to note that the local authority is limited in respect of how it can enforce statutory highways requirements as this is largely the responsibility of South Wales Police. Local authority officers can only enforce the limited parking restrictions as identified in the bullet point above.
- Many schools work closely with their school communities to develop innovative solutions to ensure pupil safety on the journey to school, for example, the 'walking bus' developed by Pencoed Primary School.
- There are currently 14 active crossing patrols in the vicinity of our schools at peak times.
- The Road Safety Team also offers Kerbcraft training and cycle training for schools.
- The local authority continues to invest in pedestrian safety arrangements (such as formal pedestrian crossings).
- The local authority has invested significantly in active travel arrangements across Bridgend. Over the years, the local authority has been creating routes that enable and encourage school children to walk or cycle to school. This is funded

under the Welsh Government 'Safe Routes to Schools' and 'Safe Routes in Communities' programmes.

- 'Safe Routes to Schools' schemes are different from active travel routes. The two categories of scheme serve different purposes of journey, although in some areas, active travel routes serve journeys to school as well.
- In preparing plans for safe routes, attention is paid to ensuring that they complement active travel routes. Active travel routes serve all journeys and do not necessarily have to be close to schools, although where distance allows, links can be provided.
- To promote walking and cycling among schools, the local authority engages with schools to develop school travel plans in which routes are identified. The principal purpose of this process is creating awareness and interest in walking and cycling.
- Some school travel plans are, however, being developed as part of the planning process for new or expanding schools.
- The following schools have school travel plans:
 - Maes yr Haul Primary School
 - Llangwydd Junior School
 - Ogmere Vale Primary School
 - Trelales Primary School
 - Cwmfelin Primary School
 - Coychurch Primary School
 - Brynmenyn Primary School
 - Penyfai Church in Wales Primary School
 - St Robert's Catholic Primary School
 - Cefn Cribwr Primary School
 - Archbishop McGrath Catholic High School
 - Maesteg School
 - Brynteg School
- There are schools that do not have school travel plans but have benefited from safe routes to school based on a Community Access Plan. Coety Primary School and Litchard Primary School are examples of such schools.
- The local authority works in partnership with Sustrans to educate and engage school children in active journeys. Sustrans recently engaged with schools to take part in the Active Journeys programme. Sustrans is keen to work with school clusters, especially where active travel infrastructure has been put in, or is planned to go in.

Supplementary question from Councillor Thomas

If the Cabinet Member cannot categorically give a positive outcome or update on this, could he commit to bringing together all relevant stakeholders in order to resolve such concern and to look for a holistic solution, given that there appears to be multivariate problems such as the one given, at a number of schools across the County Borough.

Response

We do meet regularly with stakeholders including the Star Group and the Police regarding these kind of issues, but I am happy to extend any invitation be that to Members or other key individuals or groups, to engage in this, with the view of finding a workable solution to these problems.

The Corporate Director – Education and Family Support added, that all schools in the County Borough now had in place Management Plans that would assist the above and other issues and school staff were working to ensure that these were as effective as possible.

Second supplementary question from Councillor Melanie Evans

Could you clarify what schools are doing with regards to making sure children get to and from school safely, for example, through a walk-in bus etc, such as is used at Pencoed Primary?

Response

The walk-in bus at the above school has been very effective and was welcomed by the community. We work closely with all schools, together with colleagues in the Communities Directorate, in order to make school pic-up/drop-off points as safe as they can possibly be. We also communicate these to parents/carers and stakeholders. We also work with School Site Managers and Caretakers, so that they too can effectively monitor school site areas and ensure that they are as free as possible, in order to provide swift and ready access to parents and learners at key points in the day. On-site traffic is also monitored again particularly at busy times such as Breakfast Club and After School Club hours, when school staff where high viz. vests.

97. **URGENT ITEMS**

None.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

15 MARCH 2023

REPORT OF THE CHIEF EXECUTIVE

PAY POLICY STATEMENT – 2023/2024

1. Purpose of report

- 1.1 The purpose of this report is to seek Council approval for the Pay Policy Statement for 2023/2024. This is to comply with legislative requirements and to provide openness and accountability in relation to how the Council rewards its staff.

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

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

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

3. Background

- 3.1 The Council has a statutory requirement under Section 38(1) of the Localism Act 2011, to prepare a Pay Policy Statement for the new financial year 2023/2024. This Statement needs to be approved and published by 31 March 2023.
- 3.2 The Pay Policy Statement for 2023/2024 has been produced on the basis of statutory guidance, advice from the Welsh Local Government Association and guidance from Welsh Government.
- 3.3 The Pay Policy Statement provides the framework for decision making on pay and, in particular, decision making on senior pay.

4. Current situation/proposal

- 4.1 The updated Pay Policy Statement for approval is attached at **Appendix 1**.
- 4.2 This has been produced in accordance with the requirements of the Localism Act 2011, which requires all local authorities to develop and publish a Pay Policy statement that details:
- The Council's policy towards all aspects and elements of the remuneration of Chief Officers
 - Their approach to the publication of and access to information relating to all aspects of the remuneration of Chief Officers

- The Council's policy towards the remuneration of its lowest paid employees
- The relationship between the remuneration of its Chief Officers and other employees.

4.3 In order to achieve further transparency, reference to the pay of other relevant groups has been included within the Pay Policy Statement.

4.4 Since its introduction on 1 April 2012, the Pay Policy has developed to take account of relevant guidance, legislation and changes to the Council's senior management structure over recent years. The pay structure relating to this group of staff is at **Appendix B**, within the Pay Policy, which should also be noted.

4.5 Other amendments relate to the Council's accreditation with the Real Living Wage Foundation to become a Real Living Wage employer and a collective agreement with recognised trade unions to reflect the change in pay structure as a result of the NJC pay award for 2022/23.

4.6 The accreditation with the Real Living Wage Foundation demonstrates the Council's commitment to pay the Living Wage rates, which are normally announced in the autumn, with an expectation to be paid by May of the following year.

4.7 As part of the 2022/23 pay award, the NJC agreed that with effect from 1 April 2023 spinal column point 1 will be permanently deleted from the NJC pay spine. The revised pay structure ranges between spinal column points 2 - 49 and comprises 16 grades.

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

5.1 There is no effect upon 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 **Long Term** – This is a short term policy as legislative requirements mean that the council is required to publish an annual pay policy. However, it will support the recruitment and retention of employees. It will also assist employees to plan for the future.

Prevention – As stated above this policy will support the recruitment and retention of employees and provide flexibility for managers to apply temporary arrangements to mitigate the impact of vacancies or staff absences.

Integration – The council, like other local authorities, uses the nationally negotiated pay spine as the basis for its pay and grading structure. This determines the remuneration of the majority of the non-teaching workforce.

Collaboration – For all employee groups covered within the pay policy, pay awards are negotiated at a national level by the Local Government employers in conjunction with Trade Unions.

Involvement – The recognised trade unions have been consulted on all employment policies captured within the pay policy and have agreed the revision via an addendum to the collective agreement.

8. Financial implications

8.1 There are no financial implications arising from this report.

9. Recommendation

9.1 That Council approves the Pay Policy Statement 2023/2024 attached as **Appendix 1**.

Mark Shephard
CHIEF EXECUTIVE
7 March 2023

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Background documents: None

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BRIDGEND COUNTY BOROUGH COUNCIL

PAY POLICY 2023/2024

To be approved by	Council
Approval Date	TBC
Review Date	March 2024

Contents

1.	Pay Policy Statement.....	3
2.	Introduction from the Leader	3
3.	Policy Statement	3
4.	Scope	3
5.	Legislative Framework	4
6.	Accountability and Decision Making.....	4
7.	Pay Arrangements.....	4
8.	Support for Lower Paid Staff.....	6
9.	Pay Relativities	6
10.	Chief Officer Remuneration	7
11.	Payments on Termination.....	9
12.	Re-Employment.....	9
13.	Publication	9
14.	Appendices.....	10
	Appendix A – NJC Pay Scales	111
	Appendix B – JNC Pay Scales	12
	Appendix C – Soulbury Pay Scales	13
	Appendix D - JNC Youth & Community Pay Scales.....	15
	Appendix E – Early Retirement, Ill Health Retirement & Redundancy Policy	16
	Appendix F – Acting Rank/Honoraria Payments Protocol.....	27
	Appendix G – Collective Agreements for both NJC & JNC	29
	Appendix H – Market Supplement Policy.....	46

1. **Pay Policy Statement**

- 1.1 This Pay Policy Statement for the period 1st April 2023 to 31st March 2024 provides the framework for decision making on pay and, in particular, decision making on senior pay.

2. **Introduction from the Leader**

- 2.1 Bridgend County Borough Council recognises the importance of remuneration decisions that are appropriate, transparent, provide value for money and reward employees fairly for the work that they do. This policy statement sets out the Council's key approaches to pay for our employees.

3. **Policy Statement**

- 3.1 Under Section 112 of the Local Government Act 1972 the Council has 'the power to appoint officers on such reasonable terms and conditions as the Authority thinks fit'. This Pay Policy Statement outlines the Council's approach to its pay policy in accordance with the requirements of 38(1) of the Localism Act 2011 which requires English and Welsh Local Authorities to produce and publish a Pay Policy Statement from 2012/2013 and for each financial year after that, detailing:

- a) The Authority's policies towards all aspects and elements of the remuneration of Chief Officers;
- b) Their approach to the publication of and access to information relating to all aspects of the remuneration of Chief Officers;
- c) The Authority's policies towards the remuneration of its lowest paid employees (including the definition adopted and reasons for it);
- d) The relationship between the remuneration of its Chief Officers and other employees.

- 3.2 As an employer this Council has a very wide range of functions and is responsible for the provision of many essential services at a local level. The general approach to employee remuneration levels may therefore differ from one group of employees to another to reflect specific circumstances at a local, Welsh or UK national level. The Council will require some flexibility in its Pay Policy Statement to address changing circumstances which may or may not be foreseeable.

- 3.3 This is an update to the Pay Policy Statement first issued in April 2012, and last updated with Council approval on 9th March 2022.

4. **Scope**

- 4.1 Section 38 of the Localism Act 2011, requires Authorities to produce and publish a Pay Policy on all aspects of Chief Officer Remuneration (including on ceasing to hold office), and detail pertaining to the 'lowest paid' in the Authority. It also requires an explanation of the policy regarding the relationship between remuneration for Chief Officers and other groups.
- 4.2 In the interests of transparency and accountability the Council has chosen to take a broad approach, producing a pay policy which covers all employee groups with the exception of School Teachers. The remuneration for this latter group is set by the Minister for Education in Wales and not in the control of Local Authorities.

4.3 Nothing within the provisions of the Localism Act 2011 detract from the Council's autonomy in making decisions on pay that are appropriate to local circumstances and which deliver value for money for local tax payers. However, the Council will comply with this Pay Policy Statement in setting remuneration levels for all groups within its scope.

5. **Legislative Framework**

5.1 In determining the pay and remuneration of all its employees, the Council will comply with all relevant employment legislation.

6. **Accountability and Decision Making**

6.1 The Council's Constitution and Scheme of Delegation of Functions set out the procedure for decision making in relation to the organisational structure, recruitment, pay, terms and conditions and severance arrangements for all employees of the Council.

6.2 This Pay Policy Statement outlines the remuneration levels believed to be effective in facilitating a sufficient supply of appropriately skilled employees which can be objectively justified and provide the local tax payer with an assurance of value for money.

6.3 The Council is committed to an open and transparent approach to its pay policy which will enable the tax payer to access, understand and assess information on remuneration levels across all groups of council employees. To this end the following are provided as Appendices to this policy:-

- NJC Pay Scales (Appendix A)
- JNC Pay Scales (Appendix B)
- Soulbury Pay Scales (Appendix C)
- JNC (Youth & Community) (Appendix D)
- Policy on redundancy and severance payments (including additional pension payments) (Appendix E)
- Acting Rank/Honoraria Payments Protocol (Appendix F)
- Collective Agreements for both NJC & JNC (Appendix G)
- Market Supplement Policy (Appendix H)

6.4 The Pay and Grading Structure and any corresponding policies are reviewed when required and meet the principles of fairness, equality, accountability and value for money.

7. **Pay Arrangements**

7.1 **Pay Structures & Job Evaluation**

7.1.1 The Council's pay structure for NJC employees was implemented in September 2013 follow the signing of a collective agreement with UNISON, GMB and UNITE (Appendix G). The pay structure was devised following the evaluation of all posts using the Greater London Provincial Council (GLPC) job evaluation scheme. Each pay grade has a corresponding job evaluation score.

- 7.1.2 The Council uses the nationally negotiated pay spine as the basis for its pay and grading structure. This determines the remuneration of the majority of the non-teaching workforce, together with the use of other nationally defined rates where relevant.
- 7.1.3 Addendums to the collective agreement have been agreed with the Trade Unions and they are attached within the collective agreement.
- 7.1.4 All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy.
- 7.1.5 The Council seeks to maintain the equal pay requirements within the Pay and Grading Structure by evaluating any new or significantly changed roles through its Job Evaluation Scheme. This will ensure that all pay differentials can be objectively justified.
- 7.2 National Pay Awards**
- 7.2.1 For all employee groups, pay awards, agreed and negotiated at a national level by the Local Government employers in conjunction with Trade Unions will be applied. The Council will pay these as and when determined unless Council agrees otherwise.
- 7.3 Starting Salaries**
- 7.3.1 New appointments will normally be made at the minimum of the relevant grade, although flexibility exists to ensure the best candidate is secured.
- 7.4 Talent Management**
- 7.4.1 The Council's approach to talent management is through the employee appraisal process, which as well as placing an emphasis on performance, encourages the identification of learning objectives in the development of employee skills.
- 7.5 Performance Related Pay**
- 7.5.1 The Council does not have performance related pay at any level. There are a number of managerial processes in place to monitor, evaluate and manage performance, including employee appraisal.
- 7.6 Market Supplements**
- 7.6.1 The Market Supplement policy takes into account factors such as market pay rates or fluctuating demand for skills in the marketplace. Market Supplements will be used as an exception rather than the rule and must be considered through submission of a robust business case comprising clear objective evidence on all relevant factors.
- 7.7 Honoraria**
- 7.7.1 When the Council requires an employee to carry out additional duties to those of their substantive post, for a proposed period of time, an additional payment commensurate with those duties may be made in accordance with the Council's Acting Rank/Honorarium Payments Protocol, which is attached as Appendix F.

8 Support for Lower Paid Staff

- 8.1 The National Living Wage effective from 1 April 2023 will be at £10.42.
- 8.2 The Council, as a Real Living Wage (RLW) employer, is committed to pay its employees the Real Living Wage. The Living Wage Foundation, announced in November 2022 the new RLW, as £10.90 per hour, which the Council will implement from 1 April 2023.
- 8.3 The Council is committed to provide employees with opportunities to enhance their skills to enable them to fulfil their personal development aspirations.

9 Pay Relativities

- 9.1 The lowest paid individuals, employed with the Council receive a salary based on £21,029 per annum as at 1 April 2023.
- 9.2 The highest paid employee is the Chief Executive, and the pay band minimum is £137,319 rising to £147,024. The salary of the current post holder is £147,024 per annum. These salaries reflect pay award agreed for 1 April 2022.
- 9.3 The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton report 'Review of Fair Pay in the Public Sector' (2010). The Hutton Report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that the relationship to median earning was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between the highest paid salary and the median average salary of the whole of the Authority's workforce.
- 9.4 The median salary in the Council is £23,620 and falls within Grade 6.
- 9.5 The current pay levels within the Council define the multiple between:
- the annual salary of the lowest paid Council employees and the Chief Executive (FTE basis) as: 1:7.0
 - the annual salary of the lowest paid Council employees and the average Chief Officer (FTE basis) as: 1:5.1
 - median earning of Council employees and the Chief Executive (FTE basis) as: 1:6.2
 - median earning of Council employees and the average Chief Officer (FTE basis) as: 1:4.6

10 Chief Officer Remuneration

10.1 For the purposes of this policy, Chief Officers and Deputy Chief Officers are defined within section 43 of the Localism Act. The posts within the Council's structure identified by the statutory definition include:

- Chief Executive
- Corporate Directors
- Chief Officers (Monitoring Officer & Section 151)
- Heads of Service

10.1.1 The Council also has other officers employed on Grades 17 and 18. Such officers are also employed on the JNC Chief Officers' terms and conditions of employment although not all are defined as Chief Officers within the meaning of section 43 of the Localism Act.

10.1.2 The current salary ranges for the above posts can be found at Appendix B.

10.2 Additions to Salary of Chief Officers

10.2.1 The Council does not apply bonuses or performance related pay to its Chief Officers.

10.2.2 The Council pays all reasonable travel and subsistence expenses on production of receipts and in accordance with JNC conditions and other local conditions.

10.2.3 The cost of membership of one professional body is met by the Council.

10.2.4 The Chief Executive is also appointed as Returning Officer. This is an office holding function rather than an employment contract. The Returning Officer will receive a fee from the organisation requiring the election to be carried out in accordance with the Fee Order in force at the time. In the case of a local election the Council's fee structure will be approved at the time.

10.2.5 The Deputy Returning Officer's fees are authorised by the Returning Officer in accordance with the Fee Order or, in the case of local elections, the Council's fee structure at the time.

10.2.6 Fees applied for all other Elections and referenda are prescribed by the UK Government or Welsh Government.

10.3 Recruitment to Chief Officers

10.3.1 The Council's Policy and Procedures with regard to recruitment of Chief Officers is contained within the Officer Employment Procedure Rules as set out in the Constitution. The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.

10.3.2 The Regulations prescribe that where an authority proposes to appoint a chief officer with an annual remuneration package of £100,000 or more the post must be publicly advertised. The only exception to this requirement is where the appointment would be for no longer than 12 months.

- 10.3.3 Where the Council remains unable to directly recruit Chief Officers or there is a need for interim support to provide cover for a vacant substantive Chief Officer post, the Council may consider engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate the maximum value for money. The Council does not currently have any Chief Officers engaged under such arrangements.
- 10.3.4 In accordance with Section 143A of the Local Government (Wales) Measure 2011 the Independent Remuneration Panel for Wales ("the IRP) has powers to make recommendations in relation to any policy in an authority's pay policy statement which relates to the salary of the Chief Executive.
- 10.3.5 The Council recognises that it must consult with and have due regard to any recommendation received from the Independent Remuneration Panel for Wales when deciding whether to make changes to the salary of its Chief Executive which is 'not commensurate with a change to the salaries of the Council's other staff'.
- 10.4 **Role of the Chief Executive**
- 10.4.1 The Council's Chief Executive, Mark Shephard, has worked in Bridgend County Borough Council since July 2003 and held a number of roles within the Council before being appointed Chief Executive in May 2019, following 4 months as Interim Chief Executive.
- 10.4.2 The Chief Executive is the Chief Officer who leads and takes responsibility for the implementation of the Council's wellbeing objectives. The organisation has a gross revenue budget of £483 million and is responsible for a wide range of services employing some 5849 staff, as at 31 December 2022.
- 10.4.3 The Chief Executive works closely with elected members to deliver Bridgend County Borough Council's strategic objectives including corporate well-being objectives.
- 10.4.4 The Chief Executive provides leadership, direction and motivation for staff and is responsible for ensuring the effective use of resources.
- 10.4.5 The role includes representing the Council, working closely with Welsh Government, the Cardiff Capital Region City Deal, Cwm Taf Morgannwg University Health Board, South Wales Police and other national and regional bodies. The Chief Executive works collaboratively to ensure the interests of the County Borough are acknowledged and taken into account as well as having personal responsibility in respect of a number of statutory obligations.
- 10.4.6 There is a requirement for the Chief Executive to work in excess of normal hours as is necessary for the proper performance of the duties and responsibilities of the post, including evening and weekend commitments.
- 10.4.7 The notice period for the role is three months.

11 Payments on Termination

- 11.1 The Council's approach to statutory and discretionary payments on termination of employment of Chief Officers (and all other employees), prior to reaching normal retirement age, is set out within its Ill Health, Early Retirement & Redundancy Policy in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006. Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007 do not apply as the Authority does not increase the total membership of active members (Regulation 12) or award additional pension (Regulation 13).
- 11.2 Statutory Guidance issued by the Welsh Government 'recommends that full Council should be offered the opportunity to vote before severance packages of £100,000 and above are approved for staff leaving the organisation'. However, Members must be aware of the statutory or contractual entitlements due to an employee and the consequences of non-approval by Council, in which failure to fulfil statutory or contractual obligations may enable an employee to claim damages for breach of contract.
- 11.3 In presenting information to full Council, all components of relevant severance packages including any statutory or non-statutory components should be set out clearly.
- 11.4 Any other payments falling outside the provisions or the relevant periods of contractual notice shall be subject to a formal decision made by the Council or Committee of the Council in the case of the Chief Executive or; Council or Council Committee or Officer with delegated powers at the time, in the case of other JNC Officers. The Chief Executive or officer with delegated power from the Chief Executive will determine such payments in respect of all other staff.

12 Re-Employment

- 12.1 Whilst having due regard to the Council's duty under Section 7 of the Local Government and Housing Act 1989, no Chief Officer who was previously made redundant or granted early retirement from the Council will be later re-employed or re-engaged either as an employee (Contract of Service), as a Consultant (Contract of Service) or through an external contractor commissioned to work on behalf of the Council.
- 12.2 In addition to the terms of the Redundancy Payments (Continuity of Employment in Local Government) (Modification) Order (Amendment) 2010, the Council will not re-employ ex-employees who have been made redundant until a period of time has elapsed that is equal in length to the number of weeks' pay their compensation payment equates to, e.g. a redundant employee in receipt of 25 weeks redundancy pay would not be eligible for consideration for re-employment until 25 weeks after their termination date has passed. In the case of ex-employees accessing their pension it will only be possible to re-employ with specific approval.

13 Publication

- 13.1 The Council currently publishes its Annual Statement of Accounts in accordance with the requirements of the Accounts and Audit (Wales)

Regulations 2014 (as amended) and discloses the following information in respect of remuneration:

- Salary, fees and allowances;
- Expenses;
- Termination payments and pension contributions;
- The number of employees whose remuneration, excluding pension contributions, is greater than £60,000 in multiples of £5,000 brackets of scale.

13.2 This Pay Policy Statement will be published on the Council's website as soon as is reasonably practicable after it has been approved by Council. Any subsequent amendments to this policy statement made during the financial year to which it relates will similarly be published.

14 Appendices

- NJC Pay Scales (Appendix A)
- JNC Pay Scales (Appendix B)
- Soulbury Pay Scales (Appendix C)
- JNC (Youth & Community) (Appendix D)
- Policy on redundancy and severance payments (including additional pension payments) (Appendix E) (Subject to Council approval on 15th March 2023)
- Acting Rank/Honoraria Payments Protocol (Appendix F)
- Collective Agreements for both NJC & JNC (Appendix G)
- Market Supplements Policy (Appendix H)

Appendix A – NJC Pay Scales

- The pay award for 1 April 23 at the time of publication has not been agreed.
- *Effective from 1 April 2023 to take account of Real Living Wage.

SCP	Salary	Hourly Rate	Grades	
2*	£21,029	£10.90	Grade 1	
3*	£21,029	£10.90		Grade 2
4	£21,189	£10.98	Grade 3	
5	£21,575	£11.18		
6	£21,968	£11.39		Grade 4
7	£22,369	£11.59	Grade 5	
8	£22,777	£11.81		
9	£23,194	£12.02		Grade 6
10	£23,620	£12.24		
11	£24,054	£12.47		
12	£24,496	£12.70	Grade 7	
13	£24,948	£12.93		
14	£25,409	£13.17		
15	£25,878	£13.41		
16	£26,357	£13.66		
17	£26,845	£13.91		
18	£27,344	£14.17		Grade 8
19	£27,852	£14.44		
20	£28,371	£14.71		
21	£28,900	£14.98		
22	£29,439	£15.26		
23	£30,151	£15.63	Grade 9	
24	£31,099	£16.12		
25	£32,020	£16.60		

SCP	Salary	Hourly Rate	Grades	
26	£32,909	£17.06		Grade 10
27	£33,820	£17.53		
28	£34,723	£18.00		
29	£35,411	£18.35		
30	£36,298	£18.81	Grade 11	
31	£37,261	£19.31		
32	£38,296	£19.85		
33	£39,493	£20.47		Grade 12
34	£40,478	£20.98		
35	£41,496	£21.51		
36	£42,503	£22.03	Grade 13	
37	£43,516	£22.56		
38	£44,539	£23.09		
39	£45,495	£23.58		
40	£46,549	£24.13		
41	£47,573	£24.66		Grade 14
42	£48,587	£25.18		
43	£49,590	£25.70		
44	£50,589	£26.22		
45	£51,588	£26.74	Grade 15	
46	£52,590	£27.26		
47	£53,590	£27.78		
48	£54,589	£28.29		Grade 16
49	£55,590	£28.81		

Appendix B – JNC Pay Scales

- Effective from 1 April 2022
- The pay award for 1 April 23 at the time of publication has not been agreed.

Designation	Grade	Scale Point	Salary
Chief Executive	Grade 25	36	£147,024
		35	£143,790
		34	£140,554
		33	£137,319
Assistant Chief Executive	Grade 24	32	£132,069
		31	£129,031
		30	£126,063
		29	£123,166
Corporate Director [1]	Grade 23	28	£117,113
		27	£114,666
		26	£114,425
		25	£111,928
Corporate Director [2]	Grade 22	24	£103,576
		23	£101,320
		22	£99,113
		21	£96,956
Head of Service [1]	Grade 21	20	£90,042
		19	£88,172
		18	£86,301
		17	£84,432
Head of Service [2]	Grade 20	16	£81,396
		15	£79,634
		14	£77,911
		13	£76,227
Head of Service [3]	Grade 19	12	£72,749
		11	£71,687
		10	£70,640
		9	£69,610
Group Manager [1]	Grade 18	8	£69,036
		7	£67,762
		6	£66,513
		5	£65,287
Group Manager [2]	Grade 17	4	£62,246
		3	£61,101
		2	£59,978
		1	£58,876

Appendix C – Soulbury Pay Scales

- The pay award for 1 September 22 at the time of publication has not been agreed.
- Effective from 1 September 2021

EDUCATIONAL PSYCHOLOGISTS – SCALE A

SCP	SALARY
1	£38,865
2	£40,838
3	£42,811
4	£44,782
5	£46,755
6	£48,727
7	£50,584
8	£52,440
9	£54,179
10	£55,921
11	£57,544

SENIOR & PRINCIPAL EDUCATIONAL PSYCHOLOGISTS – SCALE B

SCP	SALARY
1	£48,727
2	£50,584
3	£52,440
4	£54,179
5	£55,921
6	£57,544
7	£58,210
8	£59,456
9	£60,690
10	£61,945
11	£63,177
12	£64,431
13	£65,707
14	£66,941
15	£68,235
16	£69,514
17	£70,803
18	£72,090

EDUCATIONAL IMPROVEMENT PROFESSIONALS

SCP	SALARY	SCP	SALARY
1	£37,056	26	£68,434
2	£38,383	27	£69,616
3	£39,637	28	£70,815
4	£40,907	29	£72,016
5	£42,168	30	£73,215
6	£43,431	31	£74,404
7	£44,758	32	£75,611
8	£46,035	33	£76,819
9	£47,522	34	£78,056
10	£48,849	35	£79,291
11	£50,158	36	£80,560
12	£51,425	37	£81,809
13	£52,860	38	£83,071
14	£54,140	39	£84,316
15	£55,553	40	£85,561
16	£56,831	41	£86,811
17	£58,113	42	£88,061
18	£59,371	43	£89,309
19	£60,668	44	£90,564
20	£61,338	45	£91,815
21	£62,626	46	£93,069
22	£63,749	47	£94,327
23	£64,985	48	£95,574
24	£66,093	49	£96,825
25	£67,278	50	£98,079

Appendix D - JNC Youth & Community Pay Scales

Effective from 1 September 2022

SUPPORT WORKER RANGE

SCP	SALARY
5	£21,571
6	£21,900
7	£22,196
8	£22,874
9	£23,739
10	£24,416
11	£25,509
12	£26,576
13	£27,681
14	£28,825
15	£29,603
16	£30,416
17	£31,216

PROFESSIONAL RANGE

SCP	SALARY
13	£27,681
14	£28,825
15	£29,603
16	£30,416
17	£31,216
18	£32,021
19	£32,820
20	£33,622
21	£34,522
22	£35,542
23	£36,536
24	£37,534
25	£38,540
26	£39,545
27	£40,550
28	£41,568
29	£42,577
30	£43,588

Appendix E

EARLY RETIREMENT ILL-HEALTH RETIREMENT AND REDUNDANCY POLICY

(Subject to Council approval 15 March 2023)

SCOPE STATEMENT

This Policy applies to all members of the Local Government Pension Scheme (or those non-LGPS members who are eligible for membership) excluding:

- Those employed by Governing Bodies in educational establishments under delegated powers.

Date of Issue:

DOCUMENT CONTROL	
Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy
Previous Publication Date	
DOCUMENT APPROVAL	
This document received approval from:	Date
Group Manager HR & OD	
Trade Unions	
Corporate Management Board	
Cabinet/Council	
REVISION HISTORY	
Revision History	

Contents

1. Introduction	19
2. General Principles	19
Section 1 – Schemes	19
3. SCHEME A - VOLUNTARY EARLY RETIREMENT (The 85 Year Rule)	19
4. SCHEME A - VOLUNTARY EARLY RETIREMENT (Employee Request)	20
5. SCHEME B - EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE	20
6. SCHEME C – EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE WITH REDUNDANCY	21
7. SCHEME D – REDUNDANCY (Voluntary or Involuntary)	22
8. SCHEME ON RETIREMENT ON THE GROUNDS OF ILL-HEALTH	23
Section 2 – Dependant’s Benefits	24
Section 3 – Miscellaneous Provisions	25

1. Introduction

- 1.1 This policy statement is made in accordance with regulation 7 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 and the Local Government Pension Scheme Regulations 2013 which require each Local Government Pension Scheme (LGPS) employer to formulate and review its policy on early retirement.
- 1.2 This policy will be reviewed under these provisions and in order to meet other relevant statutory legislation. If the Council decides to change its policy, it will publish a statement of the amended policy within one month of the date of its decision.
- 1.3 In formulating and reviewing its policy, the Council
 - (a) has regard to the extent to which the exercise of its discretionary powers (in accordance with the policy), unless properly limited, could lead to a serious loss of confidence in the public service;
 - (b) is satisfied that the policy is workable, affordable and reasonable having regard to the foreseeable costs;
 - (c) has regard to service delivery needs; and
 - (d) recognises the need for consistency, fairness and equity in employee relations.

2. General Principles

- 2.1 The Council's application of this policy will have regard to an employee's entitlement under this policy and appropriate pension legislation.
- 2.2 Applications and proposals under these schemes will be made to an Early Retirement Panel constituted by the Chief Officer - Finance, Performance & Change, Chief Officer - Legal & Regulatory Services, HR & Corporate Policy; and the Group Manager - Human Resources and Organisational Development, or their nominated officers.
- 2.3 All applications for early retirement will be considered objectively

Section 1 – Schemes

3. SCHEME A - VOLUNTARY EARLY RETIREMENT (The 85 Year Rule)

- 3.1 The Local Government Pension Scheme (Amendment) Regulations 2006 removed the 85 Year Rule with effect from 1 October 2006. However, these Regulations allow for a measure of protection for existing scheme members as at 30 September 2006.
- 3.2 Scheme A only applies to those employees protected by the LGPS (Amendment) (No 2) Regulations 2006.
- 3.3 This scheme applies to those employees who are 55 years of age and over (if protected) who apply to retire early and elect to receive immediate payment of retirement benefits.

3.4 An employee who qualifies and whose total age and service (both in whole years) is 85 years or more will receive pension and lump sum benefits based upon actual service, which may be subject to actuarial reductions; as determined on the merits of the individual application by the Voluntary Early Retirement (VER) Panel.

4. **SCHEME A - VOLUNTARY EARLY RETIREMENT (Employee Request)**

4.1 Employees who are eligible under this scheme and are aged over 55 will be allowed to retire voluntarily and early under the following scheme.

4.2 Pension and retirement grant will be reduced by an amount shown as appropriate in guidance issued by the Government actuary.

5. **SCHEME B - EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE**

5.1 This scheme will apply to those employees who qualify for early release of pension under the Local Government Pension Scheme Regulations 2013 and subsequent legislation and in respect of whom the Council determines that retirement would be in the interests of the efficiency of the service, in that it would meet one of the following criteria:

- **Criterion A:** Retirement would be **beneficial to service delivery and would produce measurable net savings** to the salary bill over a maximum period of five years or would permit a **fundamental improvement to the delivery of services**, which would not be possible by other means such as redeployment, retraining etc. This must take into account any capitalised cost to the pension fund and any additional costs arising from any associated restructuring or re-grading exercise – to be stated at the time of the proposal.
- **Criterion B:** There are **compelling personal reasons** to release an individual (e.g., on grounds of compassion) **and release would permit significant service delivery improvements.**

5.2 The calculation of any compensatory payment will be based on average weekly earnings.

5.3 Those employees who retire early under this scheme will qualify for benefits in line with the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006, or where appropriate Regulation 52 of the Local Government Pension Scheme Regulations 2013, as outlined below.

IF QUALIFYING UNDER CRITERION A

5.4 The employee who retires under this scheme will be entitled to receive:

- (a) an annual retirement pension; and
- (b) a lump sum retiring allowance (as appropriate)
(*each calculated on the basis of reckonable service*) and

- (c) an award of a compensatory payment based upon actual wage and a multiplication factor of 1.2 applied to the formula for Statutory Redundancy Pay equivalent to a maximum of 36 weeks.

5.5 An employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment due into additional pension.

IF QUALIFYING UNDER CRITERION B

5.6 An employee who retires under this scheme will be entitled to receive:

- (a) an annual retirement pension; and

- (b) a lump sum retiring allowance (as appropriate)
(each calculated on the basis of reckonable service)

5.7 In very exceptional circumstances an award of a compensatory lump sum payment based upon actual wage and a multiplication factor of 1.2 applied to the formula for statutory redundancy pay equivalent to a maximum of 36 weeks' pay may be approved by the VER Panel.

5.8 An employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment into additional pension.

6. SCHEME C – EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE WITH REDUNDANCY

6.1 This scheme will apply to pensionable employees who are eligible to retire early under the Local Government Pension Scheme Regulations 2013, but who have not reached normal retirement age and whose post becomes redundant in the interest of the efficiency of the service.

6.2 Those employees who qualify will be offered benefits in line with Parts II and III of the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006.

6.3 An employee who retires under this scheme will be entitled to receive:

- (a) an annual retirement pension; and

- (b) a lump sum retiring allowance (as appropriate)
(each calculated on the basis of reckonable service), together with

- (c) a statutory redundancy payment calculated in accordance with Regulation 5(2) of the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006. Payment will therefore be based upon average weekly wage to a maximum of 30 weeks' pay according to age and service; and

- (d) a compensatory lump sum payment based upon a multiplication factor of 1.2 applied to the formula for statutory redundancy pay equivalent to a maximum of 36 weeks' pay.

6.4 The employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment into additional pension.

6.5 To qualify for redundancy and compensatory payment employees must have a minimum of two years' qualifying service.

7. SCHEME D – REDUNDANCY (Voluntary or Involuntary)

7.1 This scheme will apply to those employees whose redundancy will produce measurable net savings, who have a minimum two years' qualifying employment, and who are:

- (a) LGPS Members (or those non-LGPS Members who are eligible for membership) who **do not qualify for early release of pension benefits** under the LGPS Regulations 2013; or
- (b) LGPS Members (or those non-LGPS Members who are eligible for membership) **who are over the permitted age for early retirement.**

7.2 An employee who retires under this scheme will be entitled to receive:

- (a) a statutory redundancy payment calculated in accordance with Regulation 5(2) of the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006. Payment will therefore be based upon average weekly wage to a maximum of 30 weeks' pay according to age and service; and
- (b) a compensatory lump sum payment based upon a multiplication factor of 1.83 applied to the formula for statutory redundancy pay equivalent to a maximum of 55 weeks' pay.

6.5 An employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment into additional pension.

7.4 Exceptions to this scheme outlined above include:

- employees over the permitted age (55 years) to qualify for early release of pension who have opted out of the LGPS in the one-year period prior to termination on the grounds of redundancy; and
- re-employed pensioners who return to work following early retirement.

- 7.5 In these instances a compensatory payment will be based upon the average weekly wage to a maximum of 66 weeks according to age and service (a maximum of 30 weeks statutory redundancy pay and 36 weeks compensatory payment in total).
- 7.6 Subject to a minimum of 2 years' service, LGPS members who are under the permitted age to qualify for early release of pension (55 years) who are made redundant, will be entitled to preserved pension benefits.

8. SCHEME ON RETIREMENT ON THE GROUNDS OF ILL-HEALTH

- 8.1 The scheme will apply to all employees who have a minimum of 2 years membership of the Local Government Pension Scheme who become permanently or semi permanently unable to work due to ill-health. Any retirement on the grounds of ill-health will be dealt with in line with the Council's policy for managing attendance.
- 8.2 An employee who is absent from duty will be referred to the Council's Medical Adviser in line with the Council's corporate policy and procedure.
- 8.3 The Council's Medical Adviser, in consultation with the employee's physician where appropriate, will provide medical opinion regarding the employee's continued employment.

9 *Termination of employment*

- 9.1 If an employee is unable to discharge the duties of the post for which they are employed they will, wherever possible, be offered appropriate alternative employment, in line with the procedure outlined in the paragraph 5.1 of the Redundancy and Redeployment Protocol.

10 *Ill-health retirement – seeking medical advice*

- 10.1 In instances where the Council has determined that the employment of a scheme member is to be terminated, the employee will be referred to an independent registered medical adviser for a medical opinion on whether the employee is permanently incapable of discharging efficiently their duties of employment or that they are not immediately capable of undertaking any gainful employment.
- 10.2 The independent registered medical adviser will be required to certify whether the employee is capable of obtaining gainful employment before normal retirement age. If there is no such prospect, then a Tier 1 retirement with full enhancement to benefit is awarded. If there is no prospect of them undertaking gainful employment within 3 years of leaving employment but is likely to undertake gainful employment before normal retirement age, then a Tier 2 retirement with 25% of full enhancement to benefit is awarded. If there is a realistic prospect of obtaining gainful employment within 3 years, then a Tier 3 retirement is awarded without enhancement until such employment is obtained.
- 10.3 Tier 3 retirements are for a maximum duration of 3 years and are subject to review after 18 months. The retiree is obliged to inform the Council of changes

to his/her employment status and repay any overpayment of pension so identified where employment has commenced.

- 10.4 The employee may be referred back to an independent registered medical adviser with a view to reviewing the Tier awarded.
- 10.5 Employees who have less than 2 years total pension membership will receive a refund of contributions.
- 10.6 An employee who has over 2 years total pension membership will be entitled to immediate payment of a pension and a tax-free lump sum (as appropriate). These benefits are calculated in the same way as normal retirement benefits and increased in line with the Tier awarded to compensate for early retirement.
- 10.7 The enhancement to pension will be in accordance with the Local Government Pension Scheme Regulations.
- 10.8 The retired employee will be eligible to a period of notice in accordance with the individual's contractual rights, or statutory entitlement whichever is the greater. Where it would be impractical to serve such notice, e.g., due to a person's continued absence, a payment in lieu of notice will be payable.

Section 2 – Dependant's Benefits

11 The LGPS Regulations provide for certain benefits to be payable on the death of a scheme member.

11.1 Benefits are payable, when qualifying conditions are met, to the spouse, civil partner or cohabiting partner, together with dependent children's pensions.

Death in service

11.2 If an employee were to die in service as a member of the LGPS, subject to qualifying conditions, following benefits are applicable:

- A lump sum death grant of three times the assumed pensionable pay no matter how long they had been a member of the scheme.
- If the employee had accrued 3 months total membership or if they had brought a transfer value into the scheme then there would be a long-term pension payable to the spouse, civil partner or nominated cohabiting partner.
- Pensions for eligible children: A long-term children's pension would be payable for so long as eligible children remain following an employee's death. Eligible children are defined as children to the age of 18, together with those in full time education or vocational training up to a maximum of age 23.

Section 3 – Miscellaneous Provisions

12 GENERAL CONDITIONS

Reduction in pension benefits

- 12.1 If any employee is entitled to compensation upon retirement under any other Regulations, their pension and lump sum retiring allowances under this scheme could be reduced in accordance with the provisions of such regulations, or the regulations of the Local Government Pension Scheme.

Making application under the Schemes

- 12.2 An employee wishing to retire under Scheme A (The 85 Year Rule) must make a written request to the appropriate Corporate Director or Chief Officer for initial consideration prior to submission to the VER Panel.
- 12.3 Any proposal under Schemes B, C or D will be initiated by the appropriate Corporate Director or Chief Officer.
- 12.4 Should the number of approved applications under Scheme A (The 85 Year Rule) need to be limited for financial or other reasons, selection will be on the basis of economy, effectiveness and the efficiency of the service.

Notice periods

- 12.5 In normal circumstances the retiring or redundant employee will serve a notice period in accordance with the individual's contractual rights or statutory entitlement, whichever is the greater, although the entitlement to notice (or pay in lieu of notice) may be waived by the employee concerned. Only in cases where operational considerations make it impracticable for a period of notice to be served (e.g., closure of an establishment) will pay in lieu of notice be made.

Re-engagement of those in receipt of Pension

- 12.6 Employees whose employment terminates under Scheme A may only be re-engaged with the specific approval of the Group Manager Human Resources and Organisational Development. The same restriction will apply in the respect of the placement via employment agencies.

Re-engagement of those in receipt of Pension and been made redundant

- 12.7 In instances of termination under Scheme B and C employees will be prevented from being re-engaged until the expiration of a period equivalent to the discretionary element of the redundancy payment and may only be re-engaged with the specific approval of the Group Manager Human Resources and Organisational Development. The same restriction will apply in the respect of the placement via employment agencies.

Re-engagement of employees made redundant

- 12.8 In instances of termination under Scheme D employees will be prevented from being re-engaged until the expiration of a period equivalent to the discretionary element of the redundancy payment. The same restriction will apply in the respect of the placement via employment agencies.

Internal Dispute Resolution Procedure (IDRP)

- 12.9 When a decision is made under the LGPS Regulations relating to the rights or liabilities of an employee under the scheme, that employee must be notified of the decision as soon as is reasonably practicable.
- 12.10 If the decision is disputed by the employee they should first contact the employing department who should review their decision after taking appropriate advice.
- 12.11 The notification sent to the employee must contain the address from which they may request an appeals application form to make an appeal against the decision under the formal Internal Disputes Resolution Procedure (IDRP).
- 12.12 The Internal Dispute Resolution Procedure (IDRP) will apply to prospective and active members of the LGPS and to others, such as deferred members, pensioner members and pension credit members, whose position may be affected by decisions of the Council.
- 12.13 On receipt of an appeal application form the Group Manager Human Resources and Organisational Development will pass the appeal to the nominated person(s) for adjudication under stage 1 of the appeals procedure.

Implementation of Policy Statement

- 12.14 The revised schemes will come into operation on the **<Date>** and will continue in force until such time as the Council resolves that it should be discontinued or amended.
- 12.15 Nothing in this policy statement or its schemes can override the statutory provisions of the Local Government Superannuation Acts, or any other relevant legislation or regulations.

Appendix F

ACTING RANK/HONORARIA PAYMENTS PROTOCOL

PURPOSE

It will be necessary for the Authority to make arrangements to cover the absence of officers other than for annual leave purposes.

The payment of honoraria is designed to cover relatively short-term and usually unplanned absences to ensure that there is no reduction in provision of service.

PAYMENT (Acting Rank)

1. Employees who are requested to undertake the full range of duties and responsibilities of a higher graded post are entitled to additional remuneration commensurate with those duties, for the period during which they are undertaken.
2. An employee will only receive an additional payment after the additional duties and responsibilities have been undertaken for a continuous period of 4 weeks.
3. Once the qualifying period of 4 weeks has elapsed, the additional payment will be paid with effect from the first day on which the employee undertook the additional duties and responsibilities.

HONORARIUM

1. Where employees are requested to undertake less than the full duties and responsibilities of a higher graded post an honorarium may be paid on a pro rata basis.
2. Where the duties and responsibilities are shared between two or more employees then any amount paid will be calculated pro rata dependent upon the circumstances of each case.
3. Employees who are requested to perform additional duties and responsibilities outside the scope of their substantive post e.g. undertaking project work will receive an honorarium based upon the value of the duties and responsibilities (valuated by HR/OD & JE).

4.

SELECTION

(Acting up and honorarium payment)

1. An honorarium will be paid to an individual who is a recognised and agreed [by management] as deputy or assistant clearly identified within a section or division.
2. Where no obvious deputy exists the consideration should be given to sharing the honorarium between the direct line management reports of the [temporarily] vacant post.
3. Where no deputy or assistant exists but it is felt that just one person is required to undertake the full range of duties and responsibilities of the higher graded post, then competitive interviews should be undertaken.
4. The selection process will mirror the Authority's policy on Recruitment & Selection.
5. Where cover is anticipated to be required for between 1-3 months, the temporary vacancy will be ring-fenced to the Service Unit or Section in which it occurs.
6. Where cover is anticipated to be required for in excess of 3 months, it will be regarded as a temporary vacancy and will be dealt with under the Protocol for Secondments.

EXCEPTIONAL CIRCUMSTANCES

(Acting up and honorarium payments)

1. There may be occasions where a member of the Corporate Management Board [or nominated Officer] and the Group Manager HR/OD [or nominated officer] will determine that exceptional circumstances occur. In these cases there may be a requirement to deviate from the normal procedures, e.g., where a senior officer is absented, without notice, from his/her duties and responsibilities.
2. Each case will be determined on its merits and any deviation to the protocol will be authorised by a second member of the Corporate Management Board and the Group Manager HR/OD.

AUTHORISATION

1. All honorarium payments must be agreed with the Human Resources/Organisational Development Service Unit and only the Human Resources/Organisational Development Service Unit may authorise payment.

REVIEW PERIOD

1. All honorarium payments will be subject to a review period of no less frequently than 3 months.

Issue Date: October 2013 Updated March 2019

Appendix G

Bridgend County Borough Council
Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

www.bridgend.gov.uk



BRIDGEND COUNCIL

SINGLE STATUS / JOB EVALUATION

COLLECTIVE AGREEMENT

Working in partnership



Index

1. Introduction	Page 28
2. Scope	Page 28
3. Principles and Objectives	Page 28
4. Pay and Grading Structure	Page 29
5. Part 3 Terms and Conditions	Page 30-33
6. Assimilation into the New Pay Structure	Page 33
7. Pay Protection	Page 33-34
8. Payments for Employees Gaining on Implementation	Page 34
9. Appeals Procedure	Page 34
10. Implementation Date	Page 34
11. Signatures	Page 34

1. **Introduction**

- 1.1 The Council is legally required to carry out a review of its pay and grading structure and Part 3 terms and conditions under the 1997 national Single Status Agreement.
- 1.2 The purpose of this is to ensure employees covered by the Green Book receive the same terms and conditions of employment and any pay differential can be objectively justified.
- 1.3 This document sets out the terms of a collective agreement between Bridgend Council and the trade unions recognised for the purpose of negotiating on NJC pay and terms and conditions, UNISON, GMB and UNITE.
- 1.4 The agreement covers both a new pay and grading structure and any locally negotiated changes to “Part 3” terms and conditions covered by the Green Book.

2. **Scope**

- 2.1 The Single Status legislation covers all employees on NJC terms and conditions. It does not cover JNC Officers, Youth and Community workers, Teachers and those employees on Soulbury terms and conditions.
- 2.2 The legislation also does not cover employees who are on Craft terms and conditions (Red Book). However, it has been locally agreed that these employees are covered by this collective agreement.

3. **Principles and Objectives**

- 3.1 Develop a new pay and grading structure and agree terms and conditions covered by Part 3 of the Green Book that are both affordable and sustainable.
- 3.2 Ensure the pay and grading structure and terms and conditions are fair and equitable, thereby removing the pay inequality between male and female employees.
- 3.3 Ensure the Council can robustly defend any future equal pay claims post implementation.
- 3.4 The Council has elected to use the Greater London Provincial (GLPC) Job Evaluation scheme.
- 3.5 A partnership approach between the recognised trade unions, management, and the Job Evaluation team.
- 3.6 Develop benchmarks and job families for those areas of work that cover large numbers of employees in similar roles.

4. **Pay and Grading Structure**

- 4.1 The new pay structure uses spinal column points 5 to 55 and is made up of 16 grades of either 2 or 3 spinal points, illustrated below at current pay rates.

Table 1

Grade	JE Score		SCP Range		Min Salary	Max Salary
1	0	249	5	6	£12,312	£12,489
2	250	294	8	9	£13,189	£13,589
3	295	320	12	13	£15,039	£15,444
4	321	349	15	16	£16,054	£16,440
5	350	379	17	18	£16,830	£17,161
6	380	409	20	21	£18,453	£19,126
7	410	439	22	23	£19,621	£20,198
8	440	469	25	27	£21,519	£22,958
9	470	503	29	31	£24,646	£26,276
10	504	539	32	34	£27,052	£28,636
11	540	569	36	38	£30,011	£31,754
12	570	599	39	41	£32,800	£34,549
13	600	639	42	44	£35,430	£37,206
14	640	669	47	48	£39,855	£40,741
15	670	697	51	52	£43,361	£44,236
16	698+		54	55	£45,981	£46,855

5. Part 3 Terms and Conditions

All Part 3 terms and conditions are listed below.

Bank Holidays

- 5.1 Employees who work public and extra statutory holidays will in addition to their normal pay receive plain time rates of pay for all hours worked which equates to double time. Employees will also receive the actual hours worked as time in lieu.

Weekends

- 5.2 Employees that are rota'd to work on a Saturday and / or Sunday will be paid at time and a third.

Overtime

- 5.3 All overtime over 37 hours per week will be paid at time and a third.

Nights

- 5.4 Employees that are rota'd to work a night shift will be paid at time and a third. A night shift is between the hours of 10pm and 7.30am.

Standby for Non 24/7 Services

- 5.5 Employees on the standby rota will receive a payment of £32.94 per shift. There are 9 standby shifts a week, 5 shifts (Monday – Friday) and 2 shifts on Saturday and 2 shifts on Sunday. Should the employee be called out the hours worked will be paid at time and a third.

Emergency Response for Non 24/7 Services

- 5.6 Employees that are not on the standby rota and are called out to respond to an emergency will receive payment of £32.94. Should the employee be called out the hours worked will be paid at time and a third.

Special Rates for Cemeteries

- 5.7 All employees who carry out an exhumation will receive a payment of £150 per exhumation.

Sleeping in Duties

- 5.8 Employees that are required to sleep in on the premises will continue to receive a payment in line with the national agreement of £32.94 per night. Should the employee be awakened to work, the hours will be paid at time and a third.

Lettings

- 5.9 Current arrangements will continue at the time of signing. Any proposed changes will be subject to negotiation.

Approved Social Worker Payment

- 5.10 The Approved Social Worker payment will continue at the current rate of £1,907, 2 increments on top of the maximum of the Social Worker Grade. To receive this payment an employee must fulfil the following 2 criteria:

- Be in possession of a warrant
- Participate on the rota for Approved Social Worker duties

Shifts

5.11 Shift payments will cease to be paid.

Unsocial Hours

5.12 Unsocial hours payments will cease to be paid.

Market Supplements

5.13 All market supplements will cease and the current policy will terminate.

Bonus Payments

5.14 All bonus payments will cease.

Telephone Allowance

5.15 All telephone allowances will cease.

Other Job Related Allowances

5.16 The following allowances will cease.

- Autistic Unit allowance
- Special Class allowance
- Forensic Lead Allowance

Car Allowances

5.17 Essential car user allowances will cease to be paid.

5.18 The mileage rate for cars will be 47p per mile for the first 8,500 miles claimed in the tax year and 27p per mile for all mileage claimed over 8,500. The mileage rate for motorcycles will be 24p per mile.

Current Arrangements

5.19 First Aid Allowance will continue at the current rate of £104 per annum.

6. Assimilation into the New Pay Structure

- 6.1 Employees receiving a pay increase at implementation (greens) will be assimilated to the bottom point of their new grade. Employees will receive an annual increment until the maximum point of the new grade is reached.
- 6.2 Employees whose salary point decreases on implementation (reds) will be assimilated to the top point of their new grade. The difference between the current and new grade will be subject to the pay protection arrangement detailed in section 7.
- 6.3 Employees whose current pay is within their new JE grade (whites) will be assimilated to the same point in the new grade. Employees will receive an annual increment until the maximum point of the new grade is reached.
- 6.4 Existing honoraria will need to be recalculated in line with the new pay and grading structure.

7. **Pay Protection**

- 7.1 All current pay protection arrangements will cease following implementation.
- 7.2 Following implementation of the new pay and grading system pay protection will be paid to cover any detriment. It will last for either 12 or 18 months and be paid monthly as a separate element through employees pay. See below:
 - Employees that suffer a detriment below 25% will be offered 12 months pay protection.
 - Employees that suffer a detriment of 25% and above will be offered 18 months pay protection.
- 7.3 Pay protection will be treated as pensionable.
- 7.4 The following conditions apply if an employee moves to a different post within the Council during the period of protection:
 - If the pay of the new post is the same or higher than the protected (original) salary pay protection will end.
 - If the pay for the new post is less than the protected pay, pay protection will continue. Pay protection will only be paid to cover the differential between the protected (original) salary and the new (lower) salary.
- 7.5 An employee who suffers a detriment for any other reason than the implementation of the new pay and grading system will not receive any pay protection. Examples of when an employee may suffer a detriment are shown below (this list is not exhaustive):
 - Voluntary demotion,
 - Involuntary demotion [eg, following a disciplinary process or restructure]

- Voluntary decrease in hours

7.6 Employees that lose the essential user car allowance will receive a one off payment in the form of a one off lump sum, equivalent to one year's allowance.

7.7 All employees eligible for pay protection or the essential user payment will be required to sign a compromise agreement prior to implementation.

8. **Payments for employees who are gaining on Implementation of the New Pay & Grading System**

8.1 Recognising that the original implementation date for a new pay and grading structure will be later than 1 April 2013 employees who will receive an increase in salary will have that increase effective from 1 April 2013.

8.2 These monies will be paid in a lump sum post implementation.

8.3 The payment will be treated as pensionable

8.4 These employees will be required to sign a compromise agreement prior to implementation.

9. **Appeals Procedure**

9.1 Employees will be able to register an appeal against the outcome of the job evaluation exercise in line with the Appeals Procedure provided in Annex 1.

10. **Implementation Date**

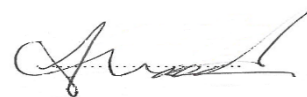
10.1 1st September 2013.

11. **Signatures and Date**

Bridgend Council Andrew Jolley (Assistant Chief Executive)



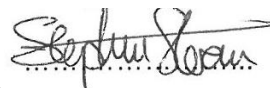
UNISON Andrew Woodman (Regional Officer)



GMB Kelly Andrews (Regional Officer)



UNITE Steve Sloan (Regional Officer)



BRIDGEND COUNCIL
SINGLE STATUS / JOB EVALUATION
COLLECTIVE AGREEMENT

ADDENDUM – January 2019

1. Introduction

- 1.1 The Council has previously complied with its statutory obligation to review its pay and grading structure and Part 3 terms and conditions under the 1997 National Single Status Agreement which relates to those employed under NJC terms and conditions.
- 1.2 At the conclusion of this review a Collective Agreement was entered into and the agreed scheme was implemented in September 2013.
- 1.3 The NJC pay agreement for 2018-2020 includes the introduction of a new pay spine on 1 April 2019.

2. Pay and Grading Structure

- 2.1 The existing pay structure ranges between spinal column points 6 - 55 comprising 16 grades, (each consisting of up to 3 increments).
- 2.2 The revised pay structure ranges between spinal column points 1 - 49 and will continue to comprise of 16 grades, (each consisting of up to 3 increments) as detailed below:

Old SCP	New SCP	Salary	Hourly Rate	Grades	
6/7	1	£17,364	£9.00	Grade 1	
8/9	2	£17,711	£9.18		Grade 2
10/11	3	£18,065	£9.36		
12/13	4	£18,426	£9.55	Grade 3	
14	5	£18,795	£9.74		
15/16	6	£19,171	£9.94		Grade 4
17/18	7	£19,554	£10.14	Grade 5	
19	8	£19,945	£10.34		
20	9	£20,344	£10.54		Grade 6
-	10*	£20,751	£10.76		
21	11	£21,166	£10.97		
22	12	£21,589	£11.19	Grade 7	
-	13*	£22,021	£11.41		
23	14	£22,462	£11.64		
24	15	£22,911	£11.88		
-	16*	£23,369	£12.11		
-	17	£23,836	£12.35		
25	18*	£24,313	£12.60		

Old SCP	New SCP	Salary	Hourly Rate	Grades	
32	26	£29,636	£15.36		Grade 10
33	27	£30,507	£15.81		
34	28	£31,371	£16.26		
35	29	£32,029	£16.60		
36	30	£32,878	£17.04	Grade 11	
37	31	£33,799	£17.52		
38	32	£34,788	£18.03		
39	33	£35,934	£18.63		Grade 12
40	34	£36,876	£19.11		
41	35	£37,849	£19.62		
42	36	£38,813	£20.12	Grade 13	
43	37	£39,782	£20.62		
44	38	£40,760	£21.13		
45	39	£41,675	£21.60		
46	40	£42,683	£22.12		
47	41	£43,662	£22.63		Grade 14
48	42	£44,632	£23.13		
49	43	£45,591	£23.63		

Old SCP	New SCP	Salary	Hourly Rate	Grades	
26	19	£24,799	£12.85		Grade 8
27	20	£25,295	£13.11		
-	21*	£25,801	£13.37		
28	22	£26,317	£13.64		
29	23	£26,999	£13.99		Grade 9
30	24	£27,905	£14.46		
31	25	£28,785	£14.92		

Old SCP	New SCP	Salary	Hourly Rate	Grades	
50	44	£46,547	£24.13		
51	45	£47,503	£24.62	Grade 15	
52	46	£48,461	£25.12		
53	47	£49,417	£25.61		
54	48	£50,373	£26.11		Grade 16
55	49	£51,330	£26.61		

3. Implementation of Revised NJC Structure

3.1 The date of implementation is 1st April 2019.

3.2 Employees will assimilate across on the 1st April 2019 and then be awarded an increment where available in line with their contract.

4. Other conditions

4.1 All other terms and conditions remain as set out in the original collective agreement.

5. Signatures and Date

Bridgend Council Mark Shephard (Interim Chief Executive)



UNISON Lynne Hackett (Regional Officer)



GMB Kelly Andrews (Regional Officer)



UNITE Nicholas Blundell (Regional Officer)



BRIDGEND COUNCIL
SINGLE STATUS / JOB EVALUATION
COLLECTIVE AGREEMENT

ADDENDUM – JULY 2018

1. Introduction

- 1.1 The Council has previously complied with its statutory obligation to review its pay and grading structure and Part 3 terms and conditions under the 1997 National Single Status Agreement which relates to those employed under NJC terms and conditions.
- 1.2 At the conclusion of this review a Collective Agreement was entered into and the agreed scheme was implemented in September 2013.
- 1.3 As part of a recent senior management review a decision has been taken to alter the JNC pay structure. This will allow movement between the NJC and JNC pay structures. To enable this a cap will need to be introduced to the NJC pay structure at Grade 16.

2. Pay and Grading Structure

- 2.1 The existing pay structure ranges between spinal column points 6 -55 comprising 16 grades, (each consisting of up to 3 increments).
- 2.2 Each grade has a corresponding JE score, however, Grade 16 (ie JE score 698 and above) is currently uncapped as there has previously been no progression past this point.
- 2.3 The amended pay structure will place a cap of 728 on Grade 16. Posts which are evaluated above 728 will move onto the JNC pay structure and associated terms and conditions, which are not covered by the collective agreement.
- 2.4 The amended senior management pay and grading structure (which includes JNC & NJC) is illustrated below and are based on salaries as at 31.03.18.

Designation	Grade	Point 1	Point 2	Point 3	Point 4	JE Score
Chief Executive	25	£124,781	£127,763	£130,745	£133,725	986+
Deputy Chief Executive	24	£111,737	£114,408	£117,143	£119,943	954-984
Corporate Director [1]	23	£101,381	£103,681	£103,904	£106,159	922-952
Corporate Director [2]	22	£87,582	£89,570	£91,604	£93,684	890-920
Head of Service [1]	21	£76,039	£77,762	£79,487	£81,210	858-888
Head of Service [2]	20	£68,477	£70,030	£71,618	£73,242	826-856
Head of Service [3]	19	£62,379	£63,329	£64,293	£65,273	794-824
Group Manager [1] JNC	18	£58,395	£59,525	£60,677	£61,851	762-792
Group Manager [2] JNC	17	£52,487	£53,502	£54,537	£55,593	730-760
Group Manager [3] NJC	16	£48,417	£49,336			698-728

3. Implementation of New NJC Structure

- 3.1 The implementation date for applying the cap to Grade 16 is 1st April 2018.
- 3.2 All Grade 16 postholders will be invited to complete a job description questionnaire for evaluation based on current duties.
- 3.3 Grade 16 posts that are subject to restructure proposals prior to implementation date will be considered as part of the restructure.
- 3.4 Employees will be able to register an appeal in accordance with the appeal process as set out at paragraph 9 of the original collective agreement.

4. Other conditions

- 4.1 All other terms and conditions remain as set out in the original collective agreement.

5. Signatures and Date

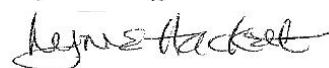
Bridgend Council

Darren Mepham (Chief Executive)



UNISON

Lynne Hackett (Regional Officer)



GMB

Kelly Andrews (Regional Officer)



UNITE

Nicholas Blundell (Regional Officer)



BRIDGEND COUNCIL
SINGLE STATUS / JOB EVALUATION
COLLECTIVE AGREEMENT

ADDENDUM – January 2023

6. Introduction

- 6.1 The Council has previously complied with its statutory obligation to review its pay and grading structure and Part 3 terms and conditions under the 1997 National Single Status Agreement which relates to those employed under NJC terms and conditions.
- 6.2 At the conclusion of this review a Collective Agreement was entered into and the agreed scheme was implemented in September 2013.
- 6.3 An addendum to the collective agreement was agreed in January 2019, in preparation for the introduction of the new pay spine on 1 April 2019.

7. Pay and Grading Structure

- 7.1 The existing pay structure ranges between spinal column points 1 - 49 comprising of 16 grades. As part of the 2022/23 pay award, the NJC agreed that with effect from 1 April 2023 spinal column point 1 will be permanently deleted from the NJC pay spine.
- 7.2 The revised pay structure will therefore range between spinal column points 2 - 49 and will continue to comprise of 16 grades, as detailed below:

SCP	Grades			SCP	Grades	
2	Grade 1			26		
3		Grade 2		27		Grade 10
4	Grade 3			28		
5				29		
6		Grade 4		30	Grade 11	
7	Grade 5			31		
8				32		
9		Grade 6		33		Grade 12
10				34		
11				35		
12	Grade 7			36	Grade 13	
13				37		
14				38		
15				39		
16				40		
17				41		Grade 14
18		Grade 8		42		
19				43		
20				44		
21				45	Grade 15	
22				46		

23	Grade 9			47		
24				48		Grade 16
25				49		

8. Implementation of Revised NJC Structure

3.1 The date of implementation is 1st April 2023.

4. Market Supplement

4.1 The Market Supplement policy has been approved by Council in October 2021 to consider factors such as market pay rates or fluctuating demand for skills in the marketplace. Market Supplements will be used as an exception rather than the rule and must be considered through submission of a robust business case comprising clear objective evidence on all relevant factors.

5. Other conditions

5.1 All other terms and conditions remain as set out in the original collective agreement and previous addendum.

6. Signatures and Date

Signature:




Date: 20/02/2023

Bridgend County Borough Council

Mark Shephard (Chief Executive)

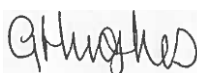
UNISON

Rachel Price (Regional Officer)



GMB

Greg Hughes (Regional Officer)



UNITE

Zoe Codd (Regional Officer)



MARKET SUPPLEMENT POLICY

SCOPE STATEMENT

This Policy applies to all employees of Bridgend County Borough Council except:

- Those employed under the Conditions of Service for School Teachers in England and Wales
- Those employed under the JNC Grade 19 and above.
- Those employed under Soulbury Terms and Conditions and Youth Terms and Conditions.

Date of Issue: October 2021

DOCUMENT CONTROL	
Document Title:	Market Supplement Policy
Previous Publication Date:	N/A
DOCUMENT APPROVAL	
This document received approval from:	Date:
Group Manager HR/OD	
Trade Unions	
Corporate Management Board	
Council	20.10.2021
REVISION HISTORY	
Revision History:	New Policy

Table of Contents

1. Introduction	4
2. Principles	4
3. Process to Pay a Market Supplement	5
4. Reviewing Market Supplement	7
5. Appeal	7
6. Policy Review	7

1. Introduction

- 1.1 Market supplements are a way of tackling recruitment and/or retention issues by temporarily increasing the pay awarded to a post, without altering the determined job evaluation grade. There can be occasions, due to changing trends in the labour markets that the grade for a post, as determined by job evaluation, does not meet the “going rate” for a particular job or occupation. A shortage of people with particular skills – both locally and nationally – may drive up the going rate and create challenges in recruiting and retaining staff.
- 1.2 This market supplement policy is required as the council’s job evaluation scheme and grading structure do not take into account market factors such as market pay rates or fluctuating demand for skills in the market place. It is therefore occasionally necessary to pay a market supplement in addition to the base salary in order to recruit or retain staff. It should be noted however that a market supplement must be the absolute exception rather than the rule.
- 1.3 Market supplements will be made on the basis that they are objectively justified, e.g. where there are demonstrable recruitment and/or retention difficulties and it can be shown that these will be eradicated or mitigated against by the payment of this supplement.
- 1.4 Base salary is not the only factor which influences the council’s ability to recruit and retain employees. The remuneration package should be part of an overall total reward strategy and the need for market supplements should be considered in this context.

2. Principles

- 2.1 Any market supplement must be objectively justifiable and will be applied according to the following principles:
 - 2.1.1 The decision to pay a market supplement will only be taken when all other non-pay related measures to successfully recruit to a vacant post or retain employees in current posts have been reasonably explored and evidenced.
 - 2.1.2 The decision to pay a market supplement must be supported by a robust business case and approved in accordance with an authorisation process – see point 3.1.1.
 - 2.1.3 Prior to the completion of any application for a market supplement, the Head of Service must confirm that the job description/personal specification for the post is up-to-date. The Job Evaluation Team

will also need to verify that an evaluation accompanies the current version of the job description. If the job description needs to be changed to reflect the present duties and responsibilities, then the changes will need to be evaluated in order to determine the appropriate grade for the post.

- 2.1.4 Market supplements will apply for 2 years and will be subject to review after 18 months. It is the responsibility of the Head of Service to ensure that it is reviewed after 18 months. Should evidence at that time not justify a market supplement continuing then the payment will cease at the original end date.
- 2.1.5 If a post attracting a market supplement is subsequently re-graded to a higher grade, the market supplement will be reviewed.
- 2.1.6 Market supplements will not be increased in line with annual pay awards.
- 2.1.7 The cost of market supplements will be met from service budgets will be included as part of the annual budget preparation process.
- 2.1.8 Where a market supplement is introduced for a specific post, it will apply to all existing post holders with the same Job Description.
- 2.1.9 Market supplements should be clearly indicated in job adverts
- 2.1.10 Information on market supplements will be reported to CMB on a quarterly basis.

3. Process to Pay a Market Supplement

- 3.1 There has to be clear justification for the need of a market supplement. The relevant Directorate / Service will be required to demonstrate:
 - Difficulties in attracting and/or retaining staff; -
 - High levels of business risk; -
 - Relevant market data reflecting significant difference in levels of pay.
- 3.1.1 The business case will be provided by the Head of Service, which is then signed off by the CMB Member together with input from Finance and Human Resources.
- 3.1.2 The business case should cover the following:
 - Evidence to show that pay is the primary issue;
 - Details of other attempts to resolve the issue;

- Market data showing the difference between the salaries offered and the external market rate.

3.1.3 Once the business case and application form has been completed it should be submitted to the Chief Officer – Legal and Regulatory Services, Human Resources and Corporate Policy for approval or rejection. Should the application be made from Legal, HR & Regulatory Service then the application will be submitted to the Chief Executive, who will delegate to a member of Corporate Management Board (CMB). Trade Unions are also to be notified at this time.

3.1.4 The decision should then be communicated back to the CMB Member and if they are dissatisfied with the outcome then they can refer the matter to CMB for final decision – see Appeals section.

3.1.5 If an employee in receipt of a market supplement is promoted or appointed to another role which is not subject to a market supplement, the supplement will cease with effect from the date of their commencement in the new role.

3.1.6 The value of the supplement will be the difference between the maximum of the current grade range and the determined market rate. This may need to take into account any allowances that apply to BCBC and competitor employer posts.

3.2 **Other pay arrangements include:**

- The amount of any market supplement should be clearly identified as a separate payment and not incorporated in the basic grade/rate of pay for the post. It will not alter the grade of the post determined by the job evaluation process.
- Part-time employees will receive a payment pro-rata to their contractual hours.
- The payment will be subject to statutory deductions.
- Market supplements form part of an employee's pay and will be pensionable.
- Market Supplement will not be included for enhanced payments, overtime, call out, etc.

4. **Reviewing the Market Supplement**

- 4.1.1. All market supplements will be reviewed after 18 months. The purpose of the review is to establish whether there have been any changes in the labour market in respect of particular posts and skills sets.
- 4.1.2 The review will be undertaken by the appropriate Head of Service, along with colleagues in Finance and Human Resources as per the original application process, with approval from the CMB Member.
- 4.1.3 A review will take place if a post in receipt of a market supplement is re-graded as a result of a re-evaluation of changed duties.
- 4.1.4 A review will also take place when a post holder(s) leaves a post prior to the end of the formal review period, subject to all posts with the same job description being vacant.

5 Appeals

- 5.1.1 The corporate CMB Member who supports the market supplement application can request that CMB reviews the decision. The CMB Member will need to present why they feel the decision is inappropriate and provide supporting evidence.
- 5.1.2 Any appeal should be made to the Chief Officer – Legal and Regulatory Services, Human Resources and Corporate Policy within 20 working days of receiving the outcome of the review. The appeal must be in writing and should include the reasons for dissatisfaction and supporting evidence and documents.

6 Policy Review

- 6.1 This policy will be periodically reviewed in line with procedures, in order that it remains appropriate to the Council's operation, is best practice and meets legal requirements.

Market Supplement Application Form

Job Title	
Department	
Service	
Post Holders	
Current JD/PS to be attached	
Is the current JD/PS up to date?	
Business Case	
<p>Business Case should consider the relevance of the following points for the market supplement:</p> <p>Recruitment Summary</p> <ul style="list-style-type: none"> • Number of times the post has been advertised (including dates advertised) • Number of responses to each advertisement • Level of vacancies • Assessment of the quantity of responses • Assessment of the quality of responses • Turnover statistics for the post • Supporting data from exit interviews • Articles in professional bodies' journals / websites, press etc re skills shortages and / or evidence from national surveys <p>Other Options</p> <p>What evidence is there that pay (and not some other factor) is causing the recruitment/retention problems being experienced?</p> <p>What recruitment / retention initiatives have been tried / exhausted?</p> <p>Have alternatives to paying a market supplement been considered?</p> <p>Is filling the post</p> <ul style="list-style-type: none"> • Market Pay Rates • Supporting Information <p>Market Supplement</p>	

<ul style="list-style-type: none"> • What appears to be the 'going rate' for the job? • Is this the 'going rate' for the job locally, regionally, nationally or occupational labour market? • What sources have been used to obtain this data? 	
Market Supplement Rate	
Period for Payment (Max 2 Years):	
Human Resource Input	
Approved HR:	
Finance Input	
Approved Finance:	
Approved Head of Service	
Approved CMB Member	

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

15 MARCH 2023

REPORT OF THE CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

RELATED PARTY TRANSACTIONS 2022-23 & STATEMENT OF ACCOUNTS

1. Purpose of report

- 1.1 The purpose of this report is to inform Council of the requirement for Members to formally declare any related party transactions for the 2022-23 financial year by completing the declaration attached at **Appendix A**, even if it is a nil return, and that this must be completed no earlier than 31 March 2023 and returned by Wednesday 12 April 2023.

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

- 2.1 This report assists in the achievement of the following corporate well-being objective under the **Well-being of Future Generations (Wales) Act 2015**:
- **Smarter use of resources** – ensure that all resources (financial, physical, ecological, human and technological) are used as effectively and efficiently as possible and support the creation of resources throughout the community that can help to deliver the Council's well-being objectives.

3. Background

- 3.1 The preparation of the Statement of Accounts is a requirement of the Accounts and Audit (Wales) (Amendment) Regulations 2018 as amended and its content is defined by the Chartered Institute of Public Finance and Accountancy (CIPFA's) 'Code of Practice on Local Authority Accounting in the United Kingdom 2022-23' (the Code).
- 3.2 The Code states that "Authorities shall identify related party relationships and transactions, identify outstanding balances between the authority and its related parties, and identify the circumstances in which disclosures are required". Any related party transactions must then be disclosed within the Statement of Accounts.

4. Current situation/proposal

- 4.1 The requirement to declare related party transactions is not new within the Statement of Accounts. Audit Wales scrutinise these returns closely as part of their audit of the Statement of Accounts and have recommended that:

"The Council should:

- formally remind all councillors of the importance of completing and submitting their annual related party return by the deadline set by the Finance Department; and

- ensure that any outstanding related party returns are always pursued promptly.”

4.2 This report is therefore to inform Members of the requirement to complete the declaration attached at **Appendix A** with reference to the guidance attached at **Appendix B** by Wednesday 12 April 2023. It is essential that this form is completed **as at 31 March 2023** and covers the full financial year or period for which the individual was a Member of the Council. Members should note that a copy of this declaration will be emailed separately to their Bridgend County Borough Council email address for completion and return.

5. Effect upon policy framework and procedure rules

5.1 There is no effect upon the policy framework and the procedure rules arising from this report.

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 Any related party transactions will be shown as a disclosure note within the Authority's Statement of Accounts.

9. Recommendations

9.1 That Council notes the requirement for Members to:

- formally declare any related party transactions for the 2022-23 financial year;
- complete and date the return no earlier than 31 March 2023;
- submit the return by Wednesday 12 April 2023.

Carys Lord
Chief Officer – Finance, Performance and Change
1 March 2023

Contact Officer: Nigel Smith
Group Manager Chief Accountant

Telephone: (01656) 643605

E-mail: nigel.smith@bridgend.gov.uk

Postal Address Civic Offices
Angel Street
Bridgend
CF31 4WB

Background documents: None

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**BRIDGEND COUNTY BOROUGH COUNCIL CLOSURE OF ACCOUNTS
2022-23 DECLARATION OF RELATED PARTY TRANSACTIONS**

Name: _____ (Please print)

I declare that I or a close family member are an owner, Director, senior manager or a major shareholder of the following organisations:

Name of organisation	Own position in organisation	Family member position in organisation
<i>Eg. AN Other Consulting Services</i>	<i>none</i>	<i>Brother – Company Director</i>
<i>Eg. ABC Ltd</i>	<i>Director</i>	<i>Wife – Company Secretary</i>
<i>Eg. XYZ Rugby Club</i>	<i>Member</i>	
<i>X Comprehensive School</i>	<i>LEA Governor</i>	

(please continue on a separate sheet if necessary)



2. Any personal transactions with the Council (exclude any Council salaries and expenses)		Self	Family Member (please specify)
<u>Nature of transaction</u>	<u>Value</u>		
<i>Foster Care Allowances</i>	<u>XX</u>		<i>Sister is a Foster Carer</i>

I declare that, to the best of my knowledge, the above information is accurate and complete.

Signed:

Date: _____

DEADLINE FOR RETURN 12TH APRIL 2023

**** PLEASE RETURN SCANNED COMPLETED AND SIGNED FORMS VIA EMAIL TO THE BELOW****

EMAIL: financialcontrol@bridgend.gov.uk



Bridgend County Borough Council Related Party Transactions Guidance Note

Requirement for Members to declare Related Party Transactions 2022-23

Background

1. The Council is required to provide information within its Statutory Annual Accounts of arrangements and/or transactions where Members (and senior officers) **or close members of their families** have a significant influence over organisations that the Council has a relationship with, be that the giving of grant funding, provision of services or an ability to manage the operations and/or financial activities of that organisation; OR that organisation is able to influence or control activities of the Council.
2. **A relationship** with an entity would occur where you or a close member of your family:
 - Has control or joint control over the organisation
 - Has significant influence over the organisation; or
 - Is a member of the key management personnel of the organisation or a parent of the organisation
3. **Close members of the family** of a person are those family members who may be expected to influence, or be influenced by, that person in their dealings with that organisation and include:
 - Your children and spouse or domestic partner
 - Children of your spouse or domestic partner
 - Dependents of you, your spouse or domestic partner
4. **The information disclosed** must be auditable and you must provide written confirmation of whether at any time during the period **1 April 2022 to 31 March 2023**:
 - You and/or a close family member **met any of the circumstances set out at paragraph 2 above; and/or**
 - You and/or a close family member had any financial transactions (excluding salary or work-based expenses paid by the Council) with the Council

Examples:

Examples of arrangements which may require disclosure include:

- You own a company or have a major shareholding* in a company;
- Any close members of your family who own a company or have a major shareholding in a company;
- You or a close member of your family is a member of the senior management of a company/organisation;
- You or a close member of your family hold a position of influence within an organisation;
- You or a close member of your family receive income from the Council that is not based on salary, allowances or expenses;
- You or a close member of the family are a member of the board of trustees of a local charity – either in a personal or professional capacity;
- You or a close member of the family may be an employee of an organisation that receives financial benefits from the Council.

ANY arrangements with a company you are a Director of or own must be disclosed even if there have been no financial transactions for that company during the year (either with or outside of Bridgend CBC)

*No specific limit has been given for what constitutes a major shareholding therefore any such roles must be declared.

What you need to do

ALL Members and Chief Officers (including all temporary arrangements in place during the year), are required to sign a declaration which discloses any related party relationships held and also identify any transactions that occurred during the financial year from **1st April 2022 to 31st March 2023**.



Bridgend County Borough Council Related Party Transactions Guidance Note

**** If you are unsure it is better to disclose it and Finance will assess whether it needs to be included in the Statement of Accounts ****

Are there any exceptions?

Yes. Where transactions are common to all individuals, they need not be declared. For example, there is no need to declare payments of **council tax, rent or housing benefit**, which are transactions that would occur regardless of whether the individual was a related party to the authority.

This principle can be applied to cover any payment or benefit which arises under circumstances for which there is a statutory scheme for which the Council has established eligibility criteria e.g.

- Cost of living grant
- Winter fuel grants
- planning consents or
- concessionary bus passes

Any queries?

If you feel unable to complete the declaration or have any doubts about any aspect of what is required, please contact:

Eilish Thomas, Finance Manager, Financial Control and Closing Team, (Tel.no 01656 643359)

E-mail: eilish.thomas@bridgend.gov.uk

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

15 MARCH 2023

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

PENSION POLICIES

1. Purpose of report

1.1 The purpose of this report is to seek approval of the Discretions Policy, Early Retirement, Ill Health Retirement and Redundancy Policy and Flexible Retirement 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 objective under the **Well-being of Future Generations (Wales) Act 2015**:

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

3. Background

3.1 The Council has a number of pension related policies. These are reviewed from time to time to ensure they meet legislative requirements, Local Government Pension Scheme (LGPS) Regulations and the requirements of the Authority.

3.2 Reviews have been undertaken on the Discretions Policy, Early Retirement, Ill Health Retirement and Redundancy Policy and Flexible Retirement Policy and a small number of changes have been proposed.

3.3 Trade Union colleagues have been consulted on the proposed amended policies. GMB, Unison and Unite have confirmed their agreement.

4. Current situation/proposal

Discretions Policy

4.1 The Local Government Pension Scheme contains many areas where the employer, or the Administering Authority, can or must exercise a discretion.

4.2 In reviewing this policy, it is proposed to introduce a Shared Cost Additional Voluntary Contribution (SCAVC) pension arrangement for LGPS members. This will be

implemented through a salary sacrifice scheme, which means that employees will receive tax and national insurance relief, whilst the employer will also make savings through reduced employer national insurance contributions.

Early Retirement, Ill Health Retirement and Redundancy Policy

- 4.3 This policy covers a range of provisions including pension provisions which can apply in circumstances relating to early retirement, ill health retirement and redundancy.
- 4.4 The revised policy has been updated to reflect the current organisational structure and strengthens the position in relation to re-engagement of leavers under certain circumstances.

Flexible Retirement Policy

- 4.5 The Council is committed to providing more choice and flexibility to employees who wish to transition into retirement or stay in work beyond retirement age. The provisions of this policy are based on employee choice and needs of the service and allow employees to draw their pension at any time after the age of 55 years whilst continuing to work.
- 4.6 The revised policy provides more flexibility for part-time employees to apply for flexible retirement and has been updated to reflect the current organisational structure.

5. Effect upon policy framework and procedure rules

- 5.1 This report proposes a number of changes to the Discretions Policy, Early Retirement, Ill Health Retirement and Redundancy Policy and Flexible Retirement Policy.

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 these policies or proposal.
- 6.2 The action necessary under employment and pension legislation meets the Council's statutory duties in respect of equalities.

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** – Pension policies assist employees to plan for the future.

- **Prevention** – The council, like other local authorities, automatically enrolls all eligible new employees into the LGPS.

Integration – The LGPS is a national pension scheme for working in local government.

- **Collaboration** – The council continues to work with the Rhondda Cynon Taf Pension Fund.
- **Involvement** – The recognised trade unions have been consulted on the proposed amended policies. GMB, Unison and Unite have confirmed their agreement.

8. Financial implications

8.1 There are no additional costs to implement these revised policies.

9. Recommendations

9.1 It is recommended that Council approves:

- the Discretions Policy (**Appendix 1**)
- the Early Retirement, Ill Health Retirement and Redundancy Policy (**Appendix 2**)
- the Flexible Retirement Policy (**Appendix 3**)

Kelly Watson
Chief Officer Legal, HR and Regulatory Services

1 March 2023

Contact officer: Paul Miles
HR Service Centre Manager

Telephone: (01656) 643212

Email: paul.miles@bridgend.gov.uk

Postal address: Civic Offices, Angel Street, Bridgend

Background documents: None

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LOCAL GOVERNMENT PENSION SCHEME DISCRETIONS POLICY

SCOPE STATEMENT

This Policy applies to all members of the Local Government Pension Scheme (or those non-LGPS members who are eligible for membership) excluding:

- Those employed by Governing Bodies in educational establishments under delegated powers.

Date of Issue: April 2023

DOCUMENT CONTROL	
Document Title	Local Government Pension Scheme Discretions Policy
Previous Publication Date	1 April 2016
DOCUMENT APPROVAL	
This document received approval from:	
Group Manager HR & OD	30 November 2022
Trade Unions	15 February 2023
Corporate Management Board	14 February 2023
Cabinet/Council	
REVISION HISTORY	
Revision History	

Document Title	Local Government Pension Scheme Discretions Policy	Department	HR&OD
Publication date	April 2023	Review Date	

Contents

1. Introduction	4
2. Mandatory Discretions.....	4
3. Optional Discretions.....	5

Document Title	Local Government Pension Scheme Discretions Policy	Department	HR&OD
Publication date	April 2023	Review Date	

1. Introduction

- 1.1 Local Government Pension Scheme legislation contains a number of clauses where the employer has a discretion in how the scheme is applied within that Council. This document sets out the use of the discretions available to the Council under the terms of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 and the 2014 Local Government Pension Scheme Regulations for active employees and the 1995, 1997, and 2007 Local Government Pension Scheme regulations for ex-employees with a deferred benefit.
- 1.2 In formulating and reviewing its policy, Bridgend County Borough Council must have regard to the extent to which the exercise of its discretionary powers could lead to serious loss of confidence in the public service.
- 1.3 The discretions exercised will come into operation on the 15 April 2023 and will continue in force until such time as the Council resolves that it should be discontinued or amended.
- 1.4 Whilst this Policy Statement sets out the general position, this Council must consider every application on its merit. Where there are extraordinary or justifiable circumstances, a departure from policy may be appropriate. This would need to be approved by the Group Manager - Human Resources and Organisational Development.

2. Mandatory Discretions

- 2.1 **Power of Employing Authority to Award Additional Pension**
Employers may resolve to award additional pension.

Policy:

Bridgend County Borough Council will allow active employees to convert the full amount of the compensatory payment into additional pension, where a compensatory lump sum on termination of employment is due.

- 2.2 **Power of Employing Authority to award Additional Pension**
An employing authority may resolve to award an active member additional pension of not more than £7,352 a year

Policy:

Bridgend County Borough Council will not allow such awards.

- 2.3 **Flexible Retirement**
An employing authority will determine whether to grant a member, who has attained the age of 55 and has reduced the hours they work, or the grade in which they are employed, their request to receive all or part of their benefits, and whether to waive part of the actuarial reduction on benefits paid on flexible retirement.

Policy:

Page 4 of 7

Document Title	Local Government Pension Scheme Discretions Policy	Department	HR&OD
Publication date	April 2023	Review Date	

This has been approved and published as the Flexible Retirement Policy.

2.4 Employer consent to apply the '85 year rule' for active employees voluntarily drawing their benefits on or after age 55 and before age 60

Active employees who wish to retire from age 55 onwards can request that the Council apply the 85 year rule and waive the actuarial reduction in full or part, if they are eligible. To be eligible, the employee's LGPS Service and their age must equal 85 years or more, and they must have joined the pension scheme before 1st October 2006.

Policy:

Bridgend County Borough Council will consider each case on its own merits.

3. Optional Discretions

3.1 Contributions Payable by Active Members

Employers will determine the contribution rate payable based on actual pensionable pay for existing members at the commencement of their membership. Where there has been a permanent material change to the terms and conditions of a member's employment which affect their pensionable pay in the course of a financial year, their employing authority may determine that the contribution rate to be applied in their case is not to be calculated.

Policy:

Bridgend County Borough Council will undertake an annual review of employees who are members of the LGPS on 1 April each year, after incremental progression increases and pay awards have been applied. Where a pay award is applied retrospectively the bandings are not revised until the following 1 April. Where an employee moves to a new position within the Council, the banding is revised and new starters during a financial year are allocated to the banding appropriate to their commencement salary.

3.2 Shared Cost Additional Voluntary Contribution

Employers may choose to contribute to a shared cost additional voluntary contribution scheme (SCAVC). Employers will need to establish eligibility and how much the employer and employee will jointly contribute.

Policy:

Bridgend County Borough Council supports the introduction of a SCAVC Scheme.

3.3 Forfeiture of pension rights after conviction of employment-related offences

A person is not entitled to a repayment of contributions under regulation 46 if he/she left employment because of an offence of a fraudulent character, or grave misconduct in connection with his/her employment.

The Council may direct the payment out of the appropriate fund to the employee or, in a case of an offence of a fraudulent character, to him or to his spouse, civil

Document Title	Local Government Pension Scheme Discretions Policy	Department	HR&OD
Publication date	April 2023	Review Date	

partner, nominated cohabiting partner or any dependant of his, of a sum equal to all or part of his contributions.

Policy:

The Council can direct the payment out of all or part of the contributions.

3.4 Extension to Internal Disputes Resolution Panel (IDRP) Appeal

Employers may decide to extend the six-month period to lodge a Stage One appeal under the IDRP process

Policy:

Bridgend County Borough Council will not extend the six- month period to lodge a Stage One appeal *unless* the appeal relates to access to pension benefits on the grounds of ill-health or other extenuating circumstances that may justify an extension.

3.5 Forfeiture of pension rights after conviction of employment-related offences

If a member is convicted of a relevant offence, his/her former employing authority may apply to the Secretary of State who may issue a forfeiture certificate.

A relevant offence is an offence, committed in connection with an employment in which the person convicted is a member, and because of which he/she has left that employment.

Policy:

Bridgend County Borough Council will consider applying for a Forfeiture Certificate basing each case on its own merits.

3.6 Recovery of Monetary Obligation

The employer has discretion as to whether to recover from the Pension Fund any monetary obligation or, the value of the members' benefits (other than transferred in pension rights or Additional Voluntary Contributions), whichever is less, where the obligation was incurred as a result of a criminal, negligent or fraudulent act or omission in connection with the employment and, as a result of which, the person has left employment.

Policy:

Bridgend County Borough Council will seek to recover funds where there has been a criminal, negligent or fraudulent act and there is a monetary obligation arising from the act or omission.

3.7 Inward Transfers of Pension Rights

A member who has previous pension rights in a different pension scheme may transfer some or all their former pension rights, provided they opt to do so within twelve months of joining the scheme. The employer has discretion to extend the twelve-month limit.

Policy:

Bridgend County Borough Council will not extend the twelve-month limit.

Page 6 of 7

Document Title	Local Government Pension Scheme Discretions Policy	Department	HR&OD
Publication date	April 2023	Review Date	

3.8 Final Pay: Fees

Where an employee's pensionable pay consists of or includes fees, normally fees are averaged over the three-year period leading up to the date the employee leaves active membership of the scheme. The employer has the discretion to allow the member to select the average of any three consecutive years ending 31 March in the ten years prior to leaving.

Policy:

Bridgend County Borough Council will allow members to average their earnings over three consecutive year endings 31 March in the ten years prior to leaving.

Document Title	Local Government Pension Scheme Discretions Policy	Department	HR&OD
Publication date	April 2023	Review Date	

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EARLY RETIREMENT ILL-HEALTH RETIREMENT AND REDUNDANCY POLICY

SCOPE STATEMENT

This Policy applies to all members of the Local Government Pension Scheme (or those non-LGPS members who are eligible for membership) excluding:

- Those employed by Governing Bodies in educational establishments under delegated powers.

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Contents

1. Introduction	4
2. General Principles	4
Section 1 – Schemes.....	4
3. SCHEME A - VOLUNTARY EARLY RETIREMENT (The 85 Year Rule)	4
4. SCHEME A - VOLUNTARY EARLY RETIREMENT (Employee Request)	5
5. SCHEME B - EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE	5
6. SCHEME C – EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE WITH REDUNDANCY	6
7. SCHEME D – REDUNDANCY (Voluntary or Involuntary).....	7
8. SCHEME ON RETIREMENT ON THE GROUNDS OF ILL-HEALTH	8
Section 2 – Dependant’s Benefits	9
Section 3 – Miscellaneous Provisions	10

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

1. Introduction

- 1.1 This policy statement is made in accordance with regulation 7 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 and the Local Government Pension Scheme Regulations 2013 which require each Local Government Pension Scheme (LGPS) employer to formulate and review its policy on early retirement.
- 1.2 This policy will be reviewed under these provisions and in order to meet other relevant statutory legislation. If the Council decides to change its policy, it will publish a statement of the amended policy within one month of the date of its decision.
- 1.3 In formulating and reviewing its policy, the Council
- (a) has regard to the extent to which the exercise of its discretionary powers (in accordance with the policy), unless properly limited, could lead to a serious loss of confidence in the public service;
 - (b) is satisfied that the policy is workable, affordable and reasonable having regard to the foreseeable costs;
 - (c) has regard to service delivery needs; and
 - (d) recognises the need for consistency, fairness and equity in employee relations.

2. General Principles

- 2.1 The Council's application of this policy will have regard to an employee's entitlement under this policy and appropriate pension legislation.
- 2.2 Applications and proposals under these schemes will be made to an Early Retirement Panel constituted by the Chief Officer - Finance, Performance & Change, Chief Officer - Legal & Regulatory Services, HR & Corporate Policy; and the Group Manager - Human Resources and Organisational Development, or their nominated officers.
- 2.3 All applications for early retirement will be considered objectively

Section 1 – Schemes

3. SCHEME A - VOLUNTARY EARLY RETIREMENT (The 85 Year Rule)

- 3.1 The Local Government Pension Scheme (Amendment) Regulations 2006 removed the 85 Year Rule with effect from 1 October 2006. However, these Regulations allow for a measure of protection for existing scheme members as at 30 September 2006.
- 3.2 Scheme A only applies to those employees protected by the LGPS (Amendment) (No 2) Regulations 2006.
- 3.3 This scheme applies to those employees who are 55 years of age and over (if protected) who apply to retire early and elect to receive immediate payment of retirement benefits.
- 3.4 An employee who qualifies and whose total age and service (both in whole years) is 85 years or more will receive pension and lump sum benefits based upon actual service, which may be subject to actuarial reductions; as determined on the merits of the individual application by the Voluntary Early Retirement (VER) Panel.

Page 4 of 11

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

4. SCHEME A - VOLUNTARY EARLY RETIREMENT (Employee Request)

4.1 Employees who are eligible under this scheme and are aged *over 55* will be allowed to retire voluntarily and early under the following scheme.

4.2 Pension and retirement grant will be reduced by an amount shown as appropriate in guidance issued by the Government actuary.

5. SCHEME B - EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE

5.1 This scheme will apply to those employees who qualify for early release of pension under the Local Government Pension Scheme Regulations 2013 and subsequent legislation and in respect of whom the Council determines that retirement would be in the interests of the efficiency of the service, in that it would meet one of the following criteria:

- **Criterion A:** Retirement would be **beneficial to service delivery and would produce measurable net savings** to the salary bill over a maximum period of five years or would permit a **fundamental improvement to the delivery of services**, which would not be possible by other means such as redeployment, retraining etc. This must take into account any capitalised cost to the pension fund and any additional costs arising from any associated restructuring or re-grading exercise – to be stated at the time of the proposal.

- **Criterion B:** There are **compelling personal reasons** to release an individual (e.g., on grounds of compassion) **and release would permit significant service delivery improvements.**

5.2 The calculation of any compensatory payment will be based on average weekly earnings.

5.3 Those employees who retire early under this scheme will qualify for benefits in line with the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006, or where appropriate Regulation 52 of the Local Government Pension Scheme Regulations 2013, as outlined below.

IF QUALIFYING UNDER CRITERION A

5.4 The employee who retires under this scheme will be entitled to receive:

- (a) an annual retirement pension; and

- (b) a lump sum retiring allowance (as appropriate)
(each calculated on the basis of reckonable service) and

- (c) an award of a compensatory payment based upon actual wage and a multiplication factor of 1.2 applied to the formula for Statutory Redundancy Pay equivalent to a maximum of 36 weeks.

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

5.5 An employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment due into additional pension.

IF QUALIFYING UNDER CRITERION B

5.6 An employee who retires under this scheme will be entitled to receive:

- (a) an annual retirement pension; and
- (b) a lump sum retiring allowance (as appropriate)
(each calculated on the basis of reckonable service)

5.7 In very exceptional circumstances an award of a compensatory lump sum payment based upon actual wage and a multiplication factor of 1.2 applied to the formula for statutory redundancy pay equivalent to a maximum of 36 weeks' pay may be approved by the VER Panel.

5.8 An employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment into additional pension.

6. SCHEME C – EARLY RETIREMENT IN THE INTEREST OF THE EFFICIENCY OF THE SERVICE WITH REDUNDANCY

6.1 This scheme will apply to pensionable employees who are eligible to retire early under the Local Government Pension Scheme Regulations 2013, but who have not reached normal retirement age and whose post becomes redundant in the interest of the efficiency of the service.

6.2 Those employees who qualify will be offered benefits in line with Parts II and III of the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006.

6.3 An employee who retires under this scheme will be entitled to receive:

- (a) an annual retirement pension; and
- (b) a lump sum retiring allowance (as appropriate)
(each calculated on the basis of reckonable service), together with
- (c) a statutory redundancy payment calculated in accordance with Regulation 5(2) of the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006. Payment will therefore be based upon average weekly wage to a maximum of 30 weeks' pay according to age and service; and
- (d) a compensatory lump sum payment based upon a multiplication factor of 1.2 applied to the formula for statutory redundancy pay equivalent to a maximum of 36 weeks' pay.

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

6.4 The employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment into additional pension.

6.5 To qualify for redundancy and compensatory payment employees must have a minimum of two years' qualifying service.

7. SCHEME D – REDUNDANCY (Voluntary or Involuntary)

7.1 This scheme will apply to those employees whose redundancy will produce measurable net savings, who have a minimum two years' qualifying employment, and who are:

- (a) LGPS Members (or those non-LGPS Members who are eligible for membership) who **do not qualify for early release of pension benefits** under the LGPS Regulations 2013; or
- (b) LGPS Members (or those non-LGPS Members who are eligible for membership) **who are over the permitted age for early retirement.**

7.2 An employee who retires under this scheme will be entitled to receive:

- (a) a statutory redundancy payment calculated in accordance with Regulation 5(2) of the Local Government (Early Termination of Employment) (Discretionary Payments) (England and Wales) Regulations 2006. Payment will therefore be based upon average weekly wage to a maximum of 30 weeks' pay according to age and service; and
- (b) a compensatory lump sum payment based upon a multiplication factor of 1.83 applied to the formula for statutory redundancy pay equivalent to a maximum of 55 weeks' pay.

7.3 An employee may request, before leaving and whilst an active member of the pension scheme, to convert the full amount of the compensatory payment into additional pension.

7.4 Exceptions to this scheme outlined above include:

- employees over the permitted age (55 years) to qualify for early release of pension who have opted out of the LGPS in the one-year period prior to termination on the grounds of redundancy; and
- re-employed pensioners who return to work following early retirement.

7.5 In these instances a compensatory payment will be based upon the average weekly wage to a maximum of 66 weeks according to age and service (a maximum of 30 weeks statutory redundancy pay and 36 weeks compensatory payment in total).

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

7.6 Subject to a minimum of 2 years' service, LGPS members who are under the permitted age to qualify for early release of pension (55 years) who are made redundant, will be entitled to preserved pension benefits.

8. SCHEME ON RETIREMENT ON THE GROUNDS OF ILL-HEALTH

8.1 The scheme will apply to all employees who have a minimum of 2 years membership of the Local Government Pension Scheme who become permanently or semi permanently unable to work due to ill-health. Any retirement on the grounds of ill-health will be dealt with in line with the Council's policy for managing attendance.

8.2 An employee who is absent from duty will be referred to the Council's Medical Adviser in line with the Council's corporate policy and procedure.

8.3 The Council's Medical Adviser, in consultation with the employee's physician where appropriate, will provide medical opinion regarding the employee's continued employment.

9. Termination of employment

9.1 If an employee is unable to discharge the duties of the post for which they are employed they will, wherever possible, be offered appropriate alternative employment, in line with the procedure outlined in the paragraph 5.1 of the Redundancy and Redeployment Protocol.

10 Ill-health retirement – seeking medical advice

10.1 In instances where the Council has determined that the employment of a scheme member is to be terminated, the employee will be referred to an independent registered medical adviser for a medical opinion on whether the employee is permanently incapable of discharging efficiently their duties of employment or that they are not immediately capable of undertaking any gainful employment.

10.2 The independent registered medical adviser will be required to certify whether the employee is capable of obtaining gainful employment before normal retirement age. If there is no such prospect, then a Tier 1 retirement with full enhancement to benefit is awarded. If there is no prospect of them undertaking gainful employment within 3 years of leaving employment but is likely to undertake gainful employment before normal retirement age, then a Tier 2 retirement with 25% of full enhancement to benefit is awarded. If there is a realistic prospect of obtaining gainful employment within 3 years, then a Tier 3 retirement is awarded without enhancement until such employment is obtained.

10.3 Tier 3 retirements are for a maximum duration of 3 years and are subject to review after 18 months. The retiree is obliged to inform the Council of changes to his/her employment status and repay any overpayment of pension so identified where employment has commenced.

10.4 The employee may be referred back to an independent registered medical adviser with a view to reviewing the Tier awarded.

Page 8 of 11

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

- 10.5 Employees who have less than 2 years total pension membership will receive a refund of contributions.
- 10.6 An employee who has over 2 years total pension membership will be entitled to immediate payment of a pension and a tax-free lump sum (as appropriate). These benefits are calculated in the same way as normal retirement benefits and increased in line with the Tier awarded to compensate for early retirement.
- 10.7 The enhancement to pension will be in accordance with the Local Government Pension Scheme Regulations.
- 10.8 The retired employee will be eligible to a period of notice in accordance with the individual's contractual rights, or statutory entitlement whichever is the greater. Where it would be impractical to serve such notice, e.g., due to a person's continued absence, a payment in lieu of notice will be payable.

Section 2 – Dependant’s Benefits

- 11 The LGPS Regulations provide for certain benefits to be payable on the death of a scheme member.
 - 11.1 Benefits are payable, when qualifying conditions are met, to the spouse, civil partner or cohabiting partner, together with dependent children’s pensions.

Death in service

- 11.2 If an employee were to die in service as a member of the LGPS, subject to qualifying conditions, following benefits are applicable:
 - A lump sum death grant of three times the assumed pensionable pay no matter how long they had been a member of the scheme.
 - If the employee had accrued 3 months total membership or if they had brought a transfer value into the scheme then there would be a long-term pension payable to the spouse, civil partner or nominated cohabiting partner.
 - Pensions for eligible children: A long-term children's pension would be payable for so long as eligible children remain following an employee's death. Eligible children are defined as children to the age of 18, together with those in full time education or vocational training up to a maximum of age 23.

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

Section 3 – Miscellaneous Provisions

12 GENERAL CONDITIONS

Reduction in pension benefits

- 12.1 If any employee is entitled to compensation upon retirement under any other Regulations, their pension and lump sum retiring allowances under this scheme could be reduced in accordance with the provisions of such regulations, or the regulations of the Local Government Pension Scheme.

Making application under the Schemes

- 12.2 An employee wishing to retire under Scheme A (The 85 Year Rule) must make a written request to the appropriate Corporate Director or Chief Officer for initial consideration prior to submission to the VER Panel.
- 12.3 Any proposal under Schemes B, C or D will be initiated by the appropriate Corporate Director or Chief Officer.
- 12.4 Should the number of approved applications under Scheme A (The 85 Year Rule) need to be limited for financial or other reasons, selection will be on the basis of economy, effectiveness and the efficiency of the service.

Notice periods

- 12.5 In normal circumstances the retiring or redundant employee will serve a notice period in accordance with the individual's contractual rights or statutory entitlement, whichever is the greater, although the entitlement to notice (or pay in lieu of notice) may be waived by the employee concerned. Only in cases where operational considerations make it impracticable for a period of notice to be served (e.g., closure of an establishment) will pay in lieu of notice be made.

Re-engagement of those in receipt of Pension

- 12.6 Employees whose employment terminates under Scheme A may only be re-engaged with the specific approval of the Group Manager Human Resources and Organisational Development. The same restriction will apply in the respect of the placement via employment agencies.

12.7 Re-engagement of those in receipt of Pension and been made redundant

In instances of termination under Scheme B and C employees will be prevented from being re-engaged until the expiration of a period equivalent to the discretionary element of the redundancy payment and may only be re-engaged with the specific approval of the Group Manager Human Resources and Organisational Development. The same restriction will apply in the respect of the placement via employment agencies.

Re-engagement of employees made redundant

Page 10 of 11

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

12.8 In instances of termination under Scheme D employees will be prevented from being re-engaged until the expiration of a period equivalent to the discretionary element of the redundancy payment. The same restriction will apply in the respect of the placement via employment agencies.

Internal Dispute Resolution Procedure (IDRP)

12.9 When a decision is made under the LGPS Regulations relating to the rights or liabilities of an employee under the scheme, that employee must be notified of the decision as soon as is reasonably practicable.

12.10 If the decision is disputed by the employee they should first contact the employing department who should review their decision after taking appropriate advice.

12.11 The notification sent to the employee must contain the address from which they may request an appeals application form to make an appeal against the decision under the formal Internal Disputes Resolution Procedure (IDRP).

12.12 The Internal Dispute Resolution Procedure (IDRP) will apply to prospective and active members of the LGPS and to others, such as deferred members, pensioner members and pension credit members, whose position may be affected by decisions of the Council.

12.13 On receipt of an appeal application form the Group Manager Human Resources and Organisational Development will pass the appeal to the nominated person(s) for adjudication under stage 1 of the appeals procedure.

Implementation of Policy Statement

12.14 The revised schemes will come into operation on the 15 April 2023 and will continue in force until such time as the Council resolves that it should be discontinued or amended.

12.15 Nothing in this policy statement or its schemes can override the statutory provisions of the Local Government Superannuation Acts, or any other relevant legislation or regulations.

Document Title	Early Retirement, Ill Health Retirement & Redundancy Policy	Department	HR&OD
Publication date	April 2023	Review Date	

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FLEXIBLE RETIREMENT POLICY

SCOPE STATEMENT

This Policy applies to all members of the Local Government Pension Scheme (or those non-LGPS members who are eligible for membership) excluding:

- Those employed by Governing Bodies in educational establishments under delegated powers.

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Document Title	Flexible Retirement Policy	Department	HR&OD
Publication date	April 2023	Review Date	

Contents

1. Introduction4

2. Procedure for Application.....4

3. Pensions Implications.....4

Document Title	Flexible Retirement Policy	Department	HR&OD
Publication date	April 2023	Review Date	

1. Introduction

- 1.1 The Council is committed to providing more choice and flexibility to employees who wish to transition into retirement or stay in work beyond retirement age.
- 1.2 The provisions of this policy are based on employee choice and needs of the service.
- 1.3 Flexible retirement occurs where an employee draws their pension at any time after the age of 55 years and carries on working.
- 1.4 Applications from full-time employees will need to reflect a proposal to reduce contractual hours normally by a minimum of 40%. This will apply to an existing or alternative position at the same or a lower grade.
- 1.5 Applications from part-time employees need to reflect a proposal to reduce contractual hours. Each case will be considered on its own merits.
- 1.6 Costs associated with early release of pension will be reflected in the actuarial reduction of retirement benefits to the employee.
- 1.7 In exceptional circumstances subject to a satisfactory business case the service may decide to waive part or all of the actuarial reduction that would have been applied to the early payment of retirement benefits. The cost of this will be met by the service.

2. Procedure for Application

- 2.1 The employee should send a written request to their manager, copied to Human Resources, at least six months before their proposed retirement date.
- 2.2 The manager will consider the business case for the request following consultation with Human Resources. The manager may give provisional support where it is considered that there is no detrimental effect on service delivery or team members.
- 2.3 An estimate will be obtained from pension fund to understand any costs that cannot be met by the employee due to historical protections.
- 2.4 The Voluntary Early Retirement (VER) Panel has the discretion to approve or not approve the request.

3. Pension Implications

- 3.1 Where an employee varies their working arrangement, they may elect to continue to pay pension contributions based on their new contractual arrangements. Pension rights accrued before the reduction in hours will be unaffected by the change.
- 3.2 Employees who remain in the scheme should be aware that a reduction in hours prior to normal retirement age may also affect their ill-health benefits, or redundancy

Document Title	Flexible Retirement Policy	Department	HR&OD
Publication date	April 2023	Review Date	

and compensation payments if they are made redundant or leave on efficiency grounds.

- 3.3 Employees should be mindful of the decisions they have to take before the date when their pension becomes payable (this is known as a “benefit crystallisation event”) and the tax implications of those decisions. Any tax liability incurred by such decisions is for the employee to resolve with His Majesty’s Revenue & Customs (www.hmrc.gov.uk).
- 3.4 In all cases where employees receive pension benefits whilst working, they must seek advice as to how flexible retirement will affect their net pay and pension entitlement. This is important, as an employee’s pension will normally be actuarially reduced if paid before normal retirement age. In addition, any job held while in receipt of pension benefits may attract a higher rate of tax. The employee may seek pay and pension figures from Human Resources and is encouraged to seek independent financial advice prior to pursuing flexible retirement.
- 3.5 Pension benefits will be determined by LGPS regulations.

Document Title	Flexible Retirement Policy	Department	HR&OD
Publication date	April 2023	Review Date	

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

15 MARCH 2023

REPORT OF THE MONITORING OFFICER

INDEPENDENT REMUNERATION PANEL FOR WALES ANNUAL REPORT 2023/24

1. Purpose of report

- 1.1 The purpose of this report is to advise Council of the Annual Report of the Independent Remuneration Panel for Wales in respect of the level and range of remuneration the Authority must make available to its elected members for the 2023/24 municipal year.

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

- 2.1 The Independent Remuneration Panel for Wales has acknowledged the need to ensure that financial barriers do not stand in the way of attracting more people to serve in local government. The active participation of all members contributes to the achievement of the following corporate well-being objectives under the Wellbeing 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 Local Authorities (Allowances for Members) (Wales) Regulations 2007 provided for the establishment of the Independent Remuneration Panel for Wales (“the Panel”).
- 3.2 The Panel issued its draft Annual Report for consultation on 6 October 2022 for an eight-week period and held engagement events to support the consultation process. This year, the Panel had the opportunity to engage with a wider group of stakeholders at the three Welsh Government “Diversity in Democracy” events and

workshops. The draft Annual Report was also considered by the Democratic Services Committee on 20 October 2022. Overall, the consultation responses supported the Panel's determinations and therefore no changes have been made in the final Determinations.

- 3.3 The Panel's Determinations for 2023/24 are shown at page 19 of the Annual Report (attached as **Appendix 1**). Section 153 of the Local Government (Wales) Measure 2011 empowers the Panel to require a relevant authority to comply with the requirements imposed on it by the Annual Report.
- 3.4 In making its determinations the Panel considered a range of benchmarks, including past, current and projected indices and actual figures and the known and forecast extent and impact of multiple economic and social factors. These included post Brexit and COVID-19 work environments and the cost of living, energy and climate crises.
- 3.5 Members are requested to note that the Panel has significantly reduced the size of their Report and made it more manageable to navigate. This approach is in line with the Panel's efforts to respect the challenges facing us in protecting our planet.

4. Current situation/proposal

- 4.1 The Panel's Annual Report 2023/24 proposes some changes to the current remuneration prescribed for elected members at Principal (County Borough) and Town and Community Council levels. The following paragraphs summarise the key elements of the Report applicable to principal councils.

4.2 The Basic Salary

- 4.2.1 Last year the Panel reset the basic salary to align with the 2020 Annual Survey of Hours and Earnings (ASHE) published by the Office of National Statistics. This reduced the imbalance that had arisen between the basic salary of members of principal councils and the average salaries of their constituents. The change took effect from the May 2022 local elections. Building on from this, the Panel has determined that for the financial year 1 April 2023 to 31 March 2023 it is right to retain a link between the basic salary of councillors and the average salaries of their constituents. The basic salary will be aligned with three fifths of the all Wales 2021 ASHE, the latest figure available at drafting. This will be £17,600 and represents an increase of 4.76% in the basic salary.

Determination 1

Basic salary in 2023/24 for elected members of principal councils shall be £17,600.

4.3 Salaries paid to Senior, Civic and Presiding members of principal councils

- 4.3.1 All senior salaries include the basic salary payment. The different levels of additional responsibility of and between each role is recognised in a banded framework. The framework was revised last year and no changes to banding are proposed this year. Early next year the Panel will gather evidence from principal

councils to explore whether and how the workload of elected members has changed.

- 4.3.2 The limit on the number of senior salaries payable (“the cap”) will remain in place. The maximum number of senior salaries payable within each council remains as set out in the 2022 to 2023 Report: <https://www.gov.wales/independent-remuneration-panel-wales-annual-report-2022-2023.html>.

Determination 2:
The Panel has determined that senior salary levels in 2023/24 for members of principal councils shall be as outlined below.

Basic salary (payable to all elected members) £17,600			
	Group A Cardiff, Rhondda Cynon Taf, Swansea	Group B Bridgend, Caerphilly, Carmarthenshire, Conwy, Flintshire, Gwynedd, Newport, Neath Port Talbot, Pembrokeshire, Powys, Vale of Glamorgan, Wrexham	Group C Blaenau Gwent, Ceredigion, Denbighshire, Merthyr Tydfil, Monmouthshire, Torfaen, Isle of Anglesey
Senior salaries (inclusive of basic salary)			
Band 1 Leader	£66,000	£59,400	£56,100
Deputy Leader	£46,200	£41,580	£39,270
Band 2 Executive Members	£39,600	£35,640	£33,660
Band 3 Committee Chairs (if remunerated)		£26,400	
Band 4 Leader of Largest Opposition Group		£26,400	
Band 5 Leader of Other Political Groups		£21,340	

- 4.3.3 There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations as set out in the 2022 to 2023 Report still stand and should be applied in 2023 to 2024, including those covering:

- Travel and subsistence
- Care and personal assistance
- Sickness absence
- Assistants to the Executive
- Additional salaries and Job sharing arrangements
- Co-opted members.

4.4 Joint Overview and Scrutiny Committees

- 4.4.1 The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800 and £4,400 for a vice-chair. There are no other changes.

Determination 3

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800 and £4,400 for a vice-Chair.

4.5 Compliance with Panel Requirements

- 4.5.1 The Authority must implement the Panel's determinations in this report from the date specified within the Annual Report (April 2023).

- 4.5.2 The Panel will monitor the compliance with the determinations in its Annual Report by relevant authorities against the following requirements:

- (i) The Authority must maintain an annual Schedule of Member Remuneration;
- (ii) The Authority must make arrangements for the Schedule's publication within the Authority area and send the Schedule to the Panel as soon as practicable and not later than 31 July in the year to which it applies;
- (iii) Any amendments to the Schedule made during the year must be conveyed to the Panel as soon as possible after the amendment is made;
- (iv) The Authority must make arrangements for publication within the Authority area of the total sum paid by it to each member and co-opted member in respect of salary (basic, senior and civic), allowances, fees and reimbursements in a Statement of Payments as soon as practicable and no later than 30 September following the close of the year to which it relates. It must be submitted to the Panel no later than that date.

5. Effect upon policy framework and procedure rules

- 5.1 There is no effect upon the policy framework and procedure rules in respect of this report.

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. No Equality Impact Assessment has been undertaken as the Panel has the power under the Local Government (Wales) Measure 2011 to set members allowances. This report is supportive of the equalities implications for elected members by including care, family and other allowances. 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 Annual Report contributes to the well-being goals identified in the Act. It is consistent with the five ways of working as defined within the sustainable development principle in the Act to encourage more diverse representation among Councillors and Co-opted Members. A more representative group should be better able to take into account the well-being goals when reviewing services and policies and consider the positive and negative impacts upon future generations, long term community resilience and economic, environmental and social capital.

8. Financial implications

- 8.1 The changes to the remuneration of Elected Members for the 2023-24 financial year will increase the financial commitment required from this Authority. Some of the cost may be negated by members electing to forgo some or all of their salaries or choosing not to opt into the Local Government Pension Scheme. Only an individual member may communicate in writing to the Monitoring Officer if, as an individual, they wish to decline all or part of the payment to which they are entitled. The additional costs will be met from the centrally held provision for pay and price increases during the 2023-24 financial year.

9. Recommendations

It is recommended that Council note the Annual Report for 2023/24 and approve:

- 9.1 The adoption of the relevant Determinations of the Panel contained within the Annual Report (attached as **Appendix 1**);
- 9.2 Those posts (shown in the revised Members' Schedule of Remuneration at Schedule 1 of **Appendix 2**) who will receive a senior / civic salary;
- 9.3 The revised Members' Schedule of Remuneration (**Appendix 2**) and for it to become effective from 1 April 2023;
- 9.4 That the Members' Schedule of Remuneration be updated with any changes to senior / civic salary positions subsequently made by Council during the 2023/24 municipal year.

Kelly Watson
Monitoring Officer
1 March 2023

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Background documents: None



Independent Remuneration Panel for Wales

Annual Report

February 2023

Annual Report 2023 to 2024

Section	Page number
1. Introduction	2
2. Role and Responsibilities of the Panel	4
3. Deliberations and Determinations	6
4. Consultation and Summary of Determinations	15

Section 1: Introduction

This is the Final Annual Report of the Independent Remuneration Panel for Wales, setting the Decisions and Determinations on pay, expenses and benefits for elected members of principal councils, community and town councils, National Park Authorities and Fire and Rescue Authorities for implementation from April 2023.

This is my first Report as Chair of the Panel, having been appointed in June 2022. I would like to take this opportunity to thank John Bader, the outgoing Chair, for his service over many years and who led the Panel through two significant pieces of work last year – the [Independent 10 Year Review of the Panel](#) and restoring the link between elected members salaries and average earnings in Wales. I also thank Joe Stockley for his service and I am pleased to announce the appointment of Bev Smith in June this year. Saz Willey, Vice Chair, and Ruth Glazzard continued to lead the work of the Panel during this period of change and I thank them for the support they have given both Bev and I, as new members. Ruth Glazzard stood down from the Panel at the end of 2022, when she took up a new Public Appointment. The Public Bodies Unit is currently recruiting for a new Panel member.

This year the Panel has continued to focus on and take forward the recommendations from the [Ten-Year Review](#). There are four key strands to this work – review the way we work, set out a three year strategy for the Panel, improve how we communicate and engage with stakeholders and build a robust evidence base to inform decisions.

We have embarked on the recommended Effectiveness Review of the way we work and have started developing our longer-term strategy with Panel Development Days in August and February. We have agreed that our mission is to deliver a fair and accountable reward framework for Wales, to support communities to have their voices heard within our local democratic bodies. We will use our expertise and professionalism to build trusting, sustainable partnerships to inform our work and deliver the changes Wales needs.

We aim to improve the way we communicate and engage both with our immediate stakeholders and the general public. As a first step we now publish a summary of our monthly meetings on our [website](#), but recognise there is much more to do. We aim to improve the accessibility and ease of use of our website and develop it into a more useful resource tool for people. We intend it to be an easy-to-use store of information on our Determinations, and, building on our current [Frequently Asked Questions](#) page, develop our Guidance on how all decisions should be applied.

Whilst we are an independent body, we will continue to work collaboratively with key stakeholders engaged in promoting participation in local democracy. The Welsh Government published research exploring the barriers to standing for elected office and the changing role of the councillor and held a series of events across Wales to highlight and discuss the findings.

We took an active part in these events, hosting seminars on remuneration and the changing role of local councillors. We welcomed the opportunity to share knowledge, experience, and best practice across a range of subjects and particularly the focus

on developing a shared understanding of how we can take collective action to increase diversity in local democracy.

The Panel has decided that this year will be a year of consolidation. Major changes were put in place last year, and a significant uplift in salary levels was agreed. We wish to allow time for last year's Determinations to bed in and to allow the Panel to continue its development of a research and evidence base to inform future decisions and move to a longer term planning cycle. This report reflects that decision.

During the past few years, we have been considering the structure of our reports and how we can make them more accessible to all. We have concluded that much of the information published replicates previous years, often without significant change. For this report we decided to focus on the changes made as a result of the proposals. We have therefore decided that the majority of the content set out in previous reports will be removed from the report and placed on the Panel's website. We will make arrangements for those who are unable to access the website.

This change has significantly reduced the size of the report and made it more manageable to navigate. This approach is also in line with our efforts to respect the challenges facing us in protecting our planet.

We included an online survey in this year's Draft Annual Report for the first time and would like to thank everyone who took the time to complete this, or send in written responses to our consultation questions and comments on the Draft report.

Panel Membership

Frances Duffy, Chair
Saz Willey, Vice Chair
Bev Smith

Detailed information about the members can be found on the website: [Panel website](#)

Section 2: Role and responsibilities of the Panel

Role of the Panel

The Panel is responsible for setting the levels and arrangements for the remuneration of members of the following organisations.

- Principal councils – county and county borough councils
- Community and town councils
- National Park Authorities
- Fire and Rescue Authorities
- Corporate Joint Committees

The Panel is an independent body and is able to make decisions about:

- The salary structure within which members are remunerated
- The type and nature of allowances to be paid to members
- Whether payments are mandatory or allow a level of local flexibility
- Arrangements in respect of family absence
- Arrangements for monitoring compliance with the Panel's decisions

The Panel is an independent organisation and the organisations listed above are required, by law, to implement the decisions it makes. There is no requirement set by the Panel for principal councils to vote on the Determinations. The Panel also sets out Guidance on how its Determinations should be applied, and all councils must have due regard to this Guidance. The current guidance is set out in the [2022 to 2023 Annual Report, Annex 2 "The Regulations"](#). This guidance is still applicable.

The Panel is also consultee for proposed changes to the pay of principal council Chief Executives.

Principles

The work of the Panel is underpinned by a set of principles which guides its approach, methodology and decision making. They are:

- **Upholding trust and confidence** – Citizens rightly expect that all those who choose to serve in local authorities uphold the public trust by embracing the values and ethics implicit in such public service.
- **Simplicity** – The Framework is clear and understandable.
- **Remuneration** – The Framework provides for payment to members of authorities who carry a responsibility for serving their communities. The level of payment should not act as a barrier to taking up or continuing in the post.
- **Diversity** – Democracy is strengthened when the membership of authorities adequately reflects the demographic and cultural make-up of the communities such authorities serve.

- **Accountability** - Taxpayers and citizens have the right to receive value for money from public funds committed to the remuneration of those who are elected, appointed or co-opted to serve in the public interest.
- **Fairness** - The Framework will be capable of being applied consistently to members of all authorities within the Panel's remit as a means of ensuring that levels of remuneration are fair, affordable and generally acceptable.
- **Quality** - The Panel recognises that the complex mix of governance, scrutiny and regulatory duties incumbent upon members requires them to engage with a process of continuous quality improvement.
- **Transparency** - Transparency of members' remuneration is in the public interest.

Section 3: Summary of Deliberations and Determinations

Methodology

Each year the Panel engages with members of the bodies for which it sets remuneration levels, officers within those organisations and clerks. The Panel also engages with relevant membership bodies including Welsh Local Government Association, One Voice Wales and the Society for Local Council Clerks. It does this through a range of meetings which, at the moment, remain mostly online. The Panel has continued with these discussions. They provide an opportunity for the Panel to explore views about existing arrangements, the impact decisions are having on individuals, how the arrangements are operating in practice and any issues or concerns individuals wish to raise. They have also provided an opportunity for discussion about emerging situations which the Panel has considered in its decision making.

The draft report was published widely and members of the public encouraged to and have provided valuable feedback and we welcome this. This year, the Panel had the opportunity to engage with a wider group of stakeholders at the three Welsh Government “Diversity in Democracy” events and workshops.

The Panel also considers feedback from the publishing of the Annual Report in the previous year. The changes made in last year’s Report, in particular the uplift in the basic salary, seem to have been well received by stakeholders. The issues raised with the Panel have all been centred around the detail of the Determinations, asking for guidance on how they should be applied or asking for points of clarification where the text of the Report was unclear.

The Panel has therefore agreed to review the format and structure of the main Report and make better use of the Panel website to provide information and guidance.

The Panel has a duty to set payments that are fair and that encourage and enable democratic participation. It must also take account of affordability and acceptability.

In making its determinations the Panel considered a range of benchmarks, including past, current and projected indices and actual figures and the known and forecast extent and impact of multiple economic and social factors. These included post Brexit and COVID work environments and the cost of living, energy and climate crises.

Consultation on the draft Annual Report

The Panel produced and issued a draft report on 6 October 2022 for an eight-week consultation, which closed on 1 December 2022.

In addition, as part of the consultation process, stakeholders were invited to answer five questions using an online survey or by return email. A total of 89 responses were received online, whilst 44 were submitted by email to the IRP Mailbox. The

Panel would like to thank everyone who contributed to the consultation. A summary of the responses is included in section 4.

Overall, the responses supported the Panel's determinations and so no changes have been made in the final Determinations. In some areas the wording of the Determinations has been strengthened to clarify areas of uncertainty raised through the consultation, primarily a restatement of the ability for members, on an individual basis, to opt out of part or all of their remuneration.

In addition, the consultation responses, highlighted a few areas that the Panel will consider in their forward work programme for this year. The forward work programme will be published on the Panel's website at the end of March.

Following consideration of the views received in response to its consultation the Panel now makes its final determinations.

Panel's Determinations for 2023 to 2024

Basic salary for elected members of principal councils: Determination 1

The basic salary, paid to all elected members, is remuneration for the responsibility of community representation and participation in the scrutiny, regulatory and related functions of local governance. It is based on a full time equivalent of three days a week. The Panel regularly reviews this time commitment and no changes are proposed for 2023 to 2024.

Last year the Panel reset the basic salary to align with the [2020 Annual Survey of Hours and Earnings \(ASHE\)](#) published by the Office of National Statistics. This reduced the imbalance that had arisen between the basic salary of members of principal councils and the average salaries of their constituents. The change took effect from the May 2022 local elections. The rationale for this significant step can be found in last year's Annual Report and a detailed explanatory paper setting out the historical context and analysis is available on the Panel's website.

Building on this decision the Panel has determined that for the financial year 1 April 2023 to 31 March 2024 it is right to retain a link between the basic salary of councillors and the average salaries of their constituents. **The basic salary will be aligned with three fifths of the all Wales 2021 ASHE, the latest figure available at drafting. This will be £17,600. This will represent a 4.76% increase in the basic salary.**

Salaries paid to Senior, Civic and Presiding members of principal councils: Determination 2

The limit on the number of senior salaries payable ("the cap") will remain in place. At the 2022 local elections boundary reviews changed the number of members for some councils. The Panel adjusted the senior salary cap for these councils in its 2022 to 2023 Annual Report. As there are no further changes for 2023 to 2024, the

maximum number of senior salaries payable within each council remains as set out in the 2022 to 2023 [Report](#).

All senior salaries include the basic salary payment. The different levels of additional responsibility of and between each role is recognised in a banded framework. The framework was revised last year after a review of differentials and market comparators. No changes to banding are proposed this year. Early next year the Panel will gather evidence from principal councils to explore whether and how the workload of elected members has changed.

The [ASHE 2021](#) increase applies to the role element of Band 1 and Band 2 salaries – leader, deputy leader and executive members.

To complete the last year’s realignment of the framework, Band 3 and Band 4 salary holders will receive a small increase to the role element of their pay and the role element of Band 5 pay will remain frozen. The increase in basic salary will apply.

The salary of a leader of the largest (Group A) council will therefore be £66,000. All other payments have been decided in reference to this and are set out in Table 1.

Table 1 – Salaries payable to Basic, Senior, Civic and Presiding members of principal councils

Description	Remuneration		
Elected members of principal councils			
Basic salary (payable to all elected members)	£17,600		
Senior salaries (inclusive of basic salary)	Group A	Group B	Group C
Band 1:			
Leader	£66,000	£59,400	£56,100
Deputy Leader	£46,200	£41,580	£39,270
Band 2:			
Executive members	£39,600	£35,640	£33,660
Band 3:			
Committee Chairs (if remunerated): Civic Head Presiding Officer	£26,400		
Band 4:			
Leader of largest Opposition Group	£26,400		
Band 5:			
Leader of Other Political Groups Deputy Civic Head	£21,340		
Deputy Presiding Member – no role payment	£17,600		

Group A: Cardiff, Rhondda Cynon Taf, Swansea

Group B: Bridgend, Caerphilly, Carmarthenshire, Conwy, Flintshire, Gwynedd, Newport, Neath Port Talbot, Pembrokeshire, Powys, Vale of Glamorgan, Wrexham

Group C: Blaenau Gwent, Ceredigion, Denbighshire, Merthyr Tydfil, Monmouthshire, Torfaen, Isle of Anglesey

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- Travel and subsistence;
- Care and personal assistance;
- Sickness absence;
- Corporate Joint Committees,
- Assistants to the Executive,
- Additional salaries and Job sharing arrangements and
- Co-opted members

Salaries for Joint Overview and Scrutiny Committees: Determination 3

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800.

The salary of vice-chair will be £4,400.

There are no other changes.

Contribution to costs and expenses of members of Community and Town Councils: Determination 4

Last year the Panel carried out a major review of the remuneration framework for community and town councils and undertook a comprehensive consultation exercise with the sector. The Framework was updated then and this year the Panel has decided to make limited but important changes.

The Panel recognise that all members of community and town councils necessarily spend time working from home on council business. This was the case before and during COVID and is continuing. As a result, members have extra domestic costs and also need office consumables.

The Panel considers members should not be out of pocket for carrying out their duties. However, an individual may decline to receive part, or all, of the payments if they so wish. This must be done in writing and is an individual matter. A community or town council member wishing to decline payments must themselves write to their proper officer to do so. Each community and town council must ensure that it does not create a climate which prevents persons accessing any monies to which they are entitled that may support them to participate in local democracy. Payments should be made efficiently and promptly.

Reimbursement for extra costs of working from home

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Reimbursement for consumables

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

Guidance on taxation

It is not within the remit or authority of the Panel to provide specific advice on matters of taxation. Advice can be provided by One Voice Wales and guidance is available on the HMRC website.

The £156 should fall under the statutory provisions of section 316A ITEPA: [Income Tax \(Earnings and Pensions\) Act 2003 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2003/18/section/316A) and the current amount that can be paid without attracting a tax liability is £6 per week: [Expenses and benefits: homeworking: Homeworking expenses and benefits that are exempt from tax - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/expenses-and-benefits-homeworking).

The level of payments is set out in Table 2.

Table 2 – Payments to Community and Town Councils

Type of payment	Requirement
Group 1	Electorate over 14,000
Extra Costs Payment	Mandatory for all Members
Senior Role	Mandatory £500 for 1 member; optional for up to 7
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Costs of Care or Personal Assistance	Mandatory
Group 2	Electorate 10,000 to 13,999
Extra Costs Payment	Mandatory for all members
Senior Role	Mandatory for 1 member; optional up to 5
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
Group 3	Electorate 5,000 to 9,999
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory
Group 4	Electorate 1,000 to 4,999
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory

Type of payment	Requirement
Group 5	Electorate less than 1,000
Extra Costs Payment	Mandatory for all members
Senior Role	Optional up to 3 members
Mayor or Chair	Optional - Up to a maximum of £1,500
Deputy Mayor or Deputy Chair	Optional - Up to a maximum of £500
Attendance Allowance	Optional
Financial Loss	Optional
Travel and Subsistence	Optional
Cost of Care or Personal Assistance	Mandatory

Group number	Size of Electorate
Group 1	Electorate over 14,000
Group 2	10,000 to 13,999
Group 3	5,000 to 9,999
Group 4	1,000 to 4,999
Group 5	Under 1,000

There are no further changes to the payments and benefits paid to elected members and therefore all other Determinations from 2022 to 2023 still stand and should be applied in 2023 to 2024, including those covering:

- Payments for undertaking senior roles;
- Contributions towards costs of care and personal assistance;
- Reimbursement of travel and subsistence costs;
- Compensation for financial loss:
- Attendance allowance and
- Co-opted members

Payments to National Parks Authorities and Fire and Rescue Authorities: Determination 5

The three national parks in Wales - Brecon Beacons, Pembrokeshire Coast and Snowdonia were formed to protect spectacular landscapes and provide recreation opportunities for the public. The Environment Act 1995 led to the creation of a National Park Authority (NPA) for each park.

National Park authorities comprise members who are either elected members nominated by the principal councils within the national park area or are members appointed by the Welsh Government through the Public Appointments process. Welsh Government appointed and council nominated members are treated equally in relation to remuneration.

The three fire and rescue services (FRAs) in Wales: Mid and West Wales, North Wales and South Wales were formed as part of Local Government re-organisation in 1996. FRAs comprise elected members who are nominated by the Principal Councils within each fire and rescue service area.

Payments will increase as a result of the uplift proposed for elected members of principal councils. Therefore, there will also be an uplift of 4.76% in the basic salary element.

The remuneration for Chairs will remain linked to a Band 3 senior salary of principal councils. Therefore there will be a small increase to the role element of their pay. Deputy Chairs, Committee Chairs and other senior roles will remain linked to Band 5. Therefore their role element of pay will remain frozen. The increase in basic salary will apply. Full details of the levels of remuneration for members of National Park Authorities and Fire and Rescue Authorities, is set out in Table 3.

Table 3 – Payments to National Parks Authorities and Fire and Rescue Authorities

National Parks Authorities	
Basic salary for ordinary member	£4,964
Chair	£13,764
Deputy Chair (where appointed)	£8,704
Committee Chair or other senior post	£8,704
Fire and Rescue Authorities	
Basic salary for ordinary member	£2,482
Chair	£11,282
Deputy Chair (where appointed)	£6,222
Committee Chair or other senior post	£6,222

All other Determinations for 2022 to 2023 will still stand and should be applied in 2023 to 2024, including those covering;

- Contributions towards costs of care and personal assistance;
- Reimbursement of travel and subsistence costs;

- Compensation for financial loss;
- Co-opted members and
- Restrictions on receiving double remuneration where a member holds more than one post.

Section 4: Consultation: Summary of Responses

The Panel produced and issued a draft report on 6 October 2022 for an eight-week consultation, which closed on 1 December 2022.

The website link and pdf version of the draft report was sent to:

- One Voice Wales
- Welsh Local Government Association
- Society for Local Council Clerks
- Principal councils
- Fire and Rescue Authorities
- National Park Authorities and
- Community and Town Councils.

Determination 1: Basic Salary increase

Not all councils commented. Three highlighted whether it was correct that members be given an increase during the current cost of living crisis. However, these accepted that personal circumstances of members need to be considered and therefore it should be a personal matter for members to determine themselves whether or not they accept the pay rise or make the choice to opt-out. The Panel considered this feedback, and, whilst mindful of the overall impact on council budgets, agreed that the increase in basic salary was an important factor in encouraging and supporting a diverse group of people to stand for election.

Determination 2: Senior Salaries

There were two key issues raised by stakeholders; firstly whether the level of remuneration adequately recognises the increasing responsibilities of principal council members and secondly whether the current maximum number of senior salaries ought to be reviewed. The Panel noted these points and will consider whether this area should be a focus of the future workplan.

Determination 3: Salaries for Joint Overview and Scrutiny Committees

No representations were received in relation to the salaries for Joint Overview and Scrutiny Committees.

Determination 4: Payments towards costs and expenses of members of Community and Town Councils

Over half of the responses highlighted a concern that the payments were mandatory and that their council did not wish to increase their precept to meet these costs. The fact that the Report did not restate that members can choose to decline their entitlement to payments was not helpful. However, other responses supported the payments.

Ten per cent of the responses received raised concerns about the costs of administration and fifteen responses raised questions about the correct treatment for tax purposes. One clerk also asked if the payments that members receive could be

published globally, similar to how the contribution to costs of care and personal assistance is publicised.

Other comments mentioned the need to encourage “green” travel and one queried the need for payments to be made for senior positions.

The Panel considered these responses and agreed to reiterate the policy on individual opt outs in the Final Report and to provide a link to helpful HMRC websites.

The Panel will continue to work with stakeholders to improve support and advice to Community and Town Councils.

Determination 5: Payments to National Parks Authorities and Fire and Rescue Authorities

No representations were made in relation to payments to members of National Parks Authorities and Fire and Rescue Authorities.

In addition, as part of the consultation process, stakeholders were invited to answer five questions via an online survey or by return email. A total of 89 responses were received online, whilst 48 were submitted by email to the IRP Mailbox.

Question 1

The Panel has continued to use the Annual Survey of Hours and Earnings (ASHE) published by the Office for National Statistics as the benchmark for setting the basic salary of elected members of principal councils. There is a corresponding proportionate increase proposed for the members of National Park and Fire and Rescue Authorities. The Panel has continued to refer to the last published ASHE which was 2021. Do you agree that the basic salary element should be referenced to the [ASHE 2021](#) data.

Responses

90% of those who answered this question agreed that the Panel should reference the basic salary element to the ASHE 2021 data. 3% did not agree whilst 7% had no opinion on this question

Question 2

The Panel has made changes to the payment of costs and expenses of members of community and town councils. Do you agree with the addition of the “consumables” element?

Responses

72% agreed to the addition of the ‘consumables’ element, whilst 25% did not agree to this additional payment.

The most common theme in the answers given to question two was whether this payment was now mandatory or if the payment was optional and that Councillors had the choice to forgo. The same question was asked of the £156 payment.

Question 3

The Panel will gather evidence from principal councils to explore whether and how the workload of elected members has changed to inform future Determinations. Are you content that the Panel should build this review into its future work plan and build the evidence base to support decisions?

Responses

97% of those who responded to this question agreed.

The majority of the answers highlighted the additional work that elected members now undertook in their role.

Community and town councils welcomed this as it would recognise the amount of work that the sector does.

Question 4

We have significantly reduced the size of the report this year to concentrate on key decisions made and intend to make more use of the website to provide easy to use guidance to users. This approach is also in line with our efforts to respect the challenges facing us in protecting our planet.

How would you like to access information and guidance from the Panel? (choose all that apply)

Responses

Summary report with links to detailed guidance	84
Easy to use guidance notes	71
Frequently asked questions	49
Website	54
Social media	16
Information events	25
Other	14

If other, please specify:

The proposed summary report, detailed guidance notes and frequently asked questions were welcomed. Other answers included seminars, online meetings and an information event.

Have you experienced any challenges accessing or understanding our guidance and information through our website? Please let us know how we can make it easier for you?

A simplified report and separate guidance document will help stakeholders find the information they require.

No stakeholders experienced any challenges accessing or understanding the guidance and information through the website

Question 5

The Panel intend to undertake a series of engagements with all relevant stakeholders over the next year as part of the development of its forward planning and building of its evidence and research strategy.

Have you any comments that would help the Panel shape this engagement?

For example, a preference for online polls, the holding of engagement events, virtual or face to face, which groups should be involved, how do we engage with prospective candidates etc.

Responses

The most popular answers given to this question were:

- online polls
- Virtual meetings
- Face to face meetings

There was a mixture of support for both online and in-person events. Some responses proposed that the Panel held regional engagement events so that several Councils could attend at the same time. Other comments received suggested these events would help to discuss any issues with the Panel in depth and for the Panel to receive a broader viewpoint and more comprehensive feedback on any proposals.

One Voice Wales offered support to the Panel in arranging any events in the Community and Town Council sector.

Summary of Determinations:

Determination 1:

The basic level of salary for elected members of principal councils will set at £17,600.

Determination 2:

The salary of a leader of the largest (Group A) council will be £66,000. All other payments have been decided in reference to this and are set out in Table 1.

Determination 3:

The salary of a chair of a Joint Overview and Scrutiny Committee will be £8,800.

The salary of vice-chair will be £4,400.

Determination 4:

Members of Community and Town Councils will be paid £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home. And councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

Determination 5:

The basic pay of members of National Park Authorities and Fire and Rescue Authorities has been increased by 4.76%. All payments are set out in Table 3.

Determination 6:

All other Determinations set out in the 2022 to 2023 [Annual Report](#) of the Panel remain valid and should be applied.

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The Report and other information about the Panel and its work are available on our website at:

[Independent Remuneration Panel for Wales](#)

BRIDGEND COUNTY BOROUGH COUNCIL

MEMBERS' SCHEDULE OF REMUNERATION

This Scheme is made under the Local Government (Wales) Measure 2011. With regard to Independent Remuneration Panel for Wales (IRPW) Regulations which apply to payments made to members and co-opted members of local authorities.

1. Basic Salary

- 1.1 A Basic Salary shall be paid to each elected Member of the Authority not in receipt of a Senior Salary or Civic Salary as set out in **Schedule 1**.
- 1.2 In accordance with the Regulations, the rate of the Basic Salary shall be reviewed annually as determined by the Independent Remuneration Panel for Wales.
- 1.3 Where the term of office of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Basic Salary will be pro-rata.
- 1.4 No more than one Basic Salary is payable to a Member of the Authority.

2. Senior Salaries & Civic Salaries

- 2.1 Members occupying specific posts shall be paid a Senior Salary as set out in **Schedule 1**.
- 2.2 In accordance with the Regulations, the rates of Senior Salaries and Civic Salaries shall be reviewed annually as determined by the Independent Remuneration Panel for Wales.
- 2.3 Only one Senior Salary or Civic Salary is payable to a Member of the Authority.
- 2.4 A Member of the Authority cannot be paid a Senior Salary and a Civic Salary.
- 2.5 All Senior and Civic Salaries are paid inclusive of Basic Salary.
- 2.6 A Senior Salary may not be paid to more than fifty percent of the Members of the Authority, except to include a temporary Senior Salary office holder providing temporary cover for the family absence of the appointed office holder.
- 2.7 A Member of the Authority in receipt of a Senior Salary **cannot** receive a salary from any National Park Authority (NPA) or Fire and Rescue Authority (FRA) for which he/she has been nominated.
- 2.8 Where the term of Senior Salary or Civic Salary of a Member begins or ends other than at the beginning or end of a year, his/her entitlement to the Salary will be pro-rata.

3. Election to Forgo Entitlement to Allowance

- 3.1 A Member may, by notice in writing delivered to the Monitoring Officer, elect to forgo any part of his/her entitlement to any salary, allowance or fee payable under this Scheme from the date set out in the notice.

4. Suspension of a Member

- 4.1 Where a Member of the Authority is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the part of

the Basic Salary payable to him/her in respect of that period for which he or she is suspended will be withheld by the Authority (Section 155 (1) of the Measure.

- 4.2 Where a Member in receipt of a Senior Salary is suspended or partially suspended from being a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, the Authority must not make payments of the Member's Senior Salary for the duration of the suspension (Section 155 (1) of the Measure). If the partial suspension relates only to the specific responsibility element of the payment, the member may retain the Basic Salary.

5. Repayment of salaries, allowances or fees

- 5.1 Where payment of any salary, allowance or fee has been made to a Member of the Authority or Co-opted Member in respect of any period during which the Member concerned:

- (a) is suspended or partially suspended from that Member's/Co-opted Member's duties or responsibilities in accordance with Part 3 of the 2000 Act or regulations made under that Act;
- (b) ceases to be a Member of the Authority or Co-opted Member; or
- (c) is in any other way not entitled to receive a salary, allowance or fee in respect of that period,

the Authority will require that such part of the allowance as relates to any such period be repaid.

6. Payments

- 6.1 Payments of all allowances will be made by the Chief Finance Officer by direct bank credit in instalments of one-twelfth of the Member's annual entitlement on the 18th of each month.
- 6.2 Where payment has resulted in a Member receiving more than his/her entitlement to salaries, allowances or fees the Authority will require that such part that is overpayment be repaid.
- 6.3 All payments are subject to the appropriate tax and National Insurance deductions.

7. Dependents – Costs of Care

- 7.1 Reimbursement for the cost of Care shall be made to a Member or Co-opted Member, who has caring responsibility for dependent children or adults, provided the Member incurs expenses in the provision of such care whilst undertaking 'approved' council duties.
- 7.2 Costs of Care applies in respect of children who are aged 15 or under and other persons for whom the Member or Co-opted Member can show that care is required. If a Member or Co-opted Member has more than one dependent the Member may claim more than one allowance, provided the Member can demonstrate a need to make separate arrangements for care.
- 7.3 Eligible Members may claim Care costs for actual and receipted costs up to a maximum amount not exceeding that determined by the Independent Remuneration Panel as set out in **Schedule 1**. All claims for Care Costs should be made in writing to Democratic Services detailing times, dates and reasons for claim. Receipts are required for both informal and formal care arrangements.

8. Personal- Costs of Care

- 8.1 Reimbursement for the cost of Personal Care shall be paid to a Member or Co-opted Member, who has personal assistance costs, provided the Member incurs expenses in respect of personal assistance whilst undertaking 'approved' council duties.
- 8.2 Eligible Members may claim Personal Care costs for actual and receipted costs up to a maximum amount not exceeding that determined by the Independent Remuneration Panel as set out in **Schedule 1**. All claims for Care costs should be made in writing to Democratic Services detailing times, dates and reasons for claim. Receipts are required for both informal and formal care arrangements.

9. Family Absence

- 9.1 Members are entitled under the provisions of the Family Absence for Members of Local Authorities (Wales) Regulations 2013 to a period of family absence, during which if they satisfy the prescribed conditions they are entitled to be absent from Authority meetings.
- 9.2 When taking family absence Members are entitled to retain a basic salary irrespective of their attendance record immediately preceding the commencement of the family absence.
- 9.3 Should a senior salary holder be eligible for family absence they will be able to continue to receive their senior salary for the duration of the absence.
- 9.4 If the Authority agrees that it is necessary to make a substitute appointment to cover the family absence of a senior salary holder the Member substituting will be eligible if the authority so decides to be paid a senior salary.
- 9.5 If the paid substitution results in the Authority exceeding its maximum number of senior salaries, an addition to the maximum will be allowed for the duration of the substitution.

10. Sickness Absence

- 10.2 A senior salary holder on long term sickness can if the Authority determines continue to receive remuneration for the post held subject to the following provisions.
- 10.2 Long term sickness absence is defined as certified absences in excess of 4 weeks.
- 10.3 The maximum length of sickness absence is 26 weeks or until the individual's term of office ends, whichever is sooner (if reappointed any remaining balance of the 26 weeks will be included)
- 10.4 The Authority can if it so decides make a substitute appointment to cover the absence and the substitute will be eligible to be paid the senior salary appropriate to the post
- 10.5 If the paid substitution results in the Authority exceeding the maximum number of senior salaries payable, an addition will be allowed for the duration of the substitution.
- 10.6 If the Authority agrees to make a substitution the IRP must be informed within 14 days of the decision of the details, including the name of the post and the estimated length of the substitution. The Authority's Schedule of Remuneration must be amended accordingly.
- 10.7 Sickness absence does not apply to elected members who are not senior post holders.

11. Co-optees' payments

- 11.1 A Co-optees' daily fee (with a provision for half day payments) shall be paid to Co-optees, provided they are statutory Co-optees with voting rights.

- 11.2 Co-optees' payments will be capped at a maximum of the equivalent of 10 full days a year for each committee to which an individual may be co-opted.
- 11.3 Payments will take into consideration travelling time to and from the place of the meeting, reasonable time for pre meeting preparation and length of meeting (up to the maximum of the daily rate).
- 11.4 The Monitoring Officer is designated as the "appropriate officer" and will determine preparation time, travelling time and length of meeting, the fee will be paid on the basis of this determination.
- 11.5 The Monitoring Officer can determine in advance whether a meeting is programmed for a full day and the fee will be paid on the basis of this determination even if the meeting finishes before four hours has elapsed.
- 11.6 A half day meeting is defined as up to 4 hours.
- 11.7 A full day meeting is defined as over 4 hours.
- 11.8 The daily and half day fee for the Chairpersons of the Standards Committee and Audit Committee, as determined by the Independent Remuneration Panel, is set out in **Schedule 1**.
- 11.9 The daily and half day fee for other statutory Co-optees with voting rights, as determined by the Independent Remuneration Panel, is set out in **Schedule 1**.

12. Travel and Subsistence Allowances

12.1 General Principles

- 12.2 Members, Co-opted Members and Members of Educational Appeals Panels may claim travelling expenses when travelling on the Authority's business for 'approved duties' as set out in **Schedule 2**. Where Members travel on the Authority's business they are expected to travel by the most cost effective means. In assessing cost effectiveness regard will be given to journey time. A Member who does not travel by the most cost effective means may have his/her claim abated by an appropriate amount.
- 12.3 Where possible Members should share transport.
- 12.4 The distance claimed for mileage should be the shortest reasonable journey by road from the point of departure to the point at which the duty is performed, and similarly from the duty point to the place of return.
- 12.5 The rates of Members' Travel and Subsistence Allowances are set out in **Schedule 3** and are subject to annual review by the Independent Remuneration Panel for Wales.
- 12.6 Where a Member is suspended or partially suspended from his or her responsibilities or duties as a Member of the Authority in accordance with Part III of the Local Government Act 2000 (Conduct of Members), or regulations made under the Act, any travel and subsistence allowances payable to him/her in respect of that period for which he or she is suspended or partially suspended must be withheld by the Authority.
- 12.7 "Approved duties" as set out in **Schedule 2** does not include constituency responsibilities.

13. Travel by Private Vehicle

- 13.1 The Independent Remuneration Panel for Wales has determined that the maximum travel rates payable should be the rates set out by Her Majesty's Revenue & Customs for the use of private cars, motor cycles and pedal cycles plus any passenger supplement.
- 13.2 The mileage rates for private vehicles as determined by the Independent Remuneration Panel for Wales are set out in **Schedule 3**.
- 13.3 Where a Member makes use of his/her private vehicle for approved duty purposes, the vehicle must be insured for business use. Proof of appropriate insurance must be provided to the Authority on request.
- 13.4 Mileage allowances can only be paid where claims are accompanied by VAT fuel receipts. The receipt date must be prior to the time/date of the journey for which allowances are being claimed.
- 14. Travel by Public Transport**
- 14.1 Rail/Coach Travel**
- Democratic Services will purchase requisite rail and coach tickets for Members in advance of journeys. Unless otherwise authorised rail tickets will be second-class. In the unlikely event that a Member needs to purchase a ticket directly, payment will be reimbursed upon production of the used ticket and/or a receipt.
- 14.2 Taxi Fares**
- Taxi fares will only be reimbursed where their use has been authorised for cases of urgency or where no public transport is reasonably available. Re-imburement will be upon receipt only.
- 14.3 Air Fare**
- Travel by air is permissible if it is the most cost effective means of transport. Authorisation of the Monitoring Officer is required and tickets will be purchased by Democratic Services.
- 14.4 Travel Abroad**
- Travel abroad on the Authority's business will only be permitted where authorised by the Monitoring Officer. Democratic Services will arrange travel and accommodation.
- 14.5 Other Travel Expenses**
- Members will be entitled to reimbursement of toll fees, parking fees, overnight garaging and other necessary travel associated expenses. Re-imburement will be upon receipt only.
- 15. Overnight Accommodation**
- 15.1 Overnight stays will only be permitted where the Authority's business extends to two days or more, or the venue is at such a distance that early morning or late night travel would be unreasonable. All overnight stays must receive prior authorisation from the Monitoring Officer.
- 15.2 Overnight accommodation will be booked by Democratic Services. Wherever possible the overnight accommodation will be pre-paid or invoiced. Where this is not possible a cheque payable to the establishment will be provided to the Member prior to travel.

- 15.3 Direct booking of overnight accommodation by a Member will only be permitted in the event of an emergency. Reimbursement will only be made upon the production of a receipt and will be at a level deemed reasonable and not in excess of the rates set out in **Schedule 3**.

16 Subsistence Allowance

- 16.1 The day subsistence rate to meet the costs of meals and refreshments in connection with approved duties (including breakfast when not provided as part of overnight accommodation) is set out in **Schedule 3**. The maximum daily rate covers a 24 hour period and can be claimed for any meal that is relevant, providing such a claim is supported by receipt(s)
- 16.2 No provision is made for subsistence claims within the County Borough.

17. Claims and Payments

- 17.1 A claim for travel and subsistence allowances must be made in writing within two months of the end of the calendar month in which entitlement to allowances arises and must be accompanied by the relevant receipts.
- 17.2 Allowances will be paid by the Chief Finance Officer by direct bank credit.

18. Pensions

- 18.1 The Authority shall enable its Members who are eligible to join the Local Government Pension Scheme.

19. Compliance

- 19.1 In accordance with the Regulations, the Authority must comply with the requirements of the Panel in respect of the monitoring and publication of payments made to members and co-opted members as set out in **Schedule 4**.

Members are reminded that expense claims are subject to both internal and external audit.

SCHEDULE 1

SCHEDULE OF REMUNERATION 2023-24

	MEMBERS ENTITLED TO BASIC SALARY	ANNUAL AMOUNT OF BASIC SALARY
	All non senior/civic salary holders:	£17,600

	SENIOR SALARIES ENTITLEMENTS		ANNUAL AMOUNT OF SENIOR SALARY
	ROLE	MEMBER	
1.	Leader		£59,400
2.	Deputy Leader and Cabinet Member for Social Services		£41,580
3.	Cabinet Member for Regeneration		£35,640
4.	Cabinet Member for Education		£35,640
5.	Cabinet Member for Future Generations		£35,640
6.	Cabinet Member for Communities		£35,640
7.	Cabinet Member for Resources		£35,640
8.	Chairperson Overview and Scrutiny Subject Committee		£26,400
9.	Chairperson Overview and Scrutiny Subject Committee		£26,400
10.	Chairperson Overview and Scrutiny Subject Committee		£26,400
11.	Chairperson of Development Control Committee		£26,400
12.	Chairperson of Licensing Committee		£26,400
13.	Chairperson of Audit Committee		£26,400
14.	Chairperson of the Appeals Panel		£26,400
15.	Leader Of The Largest Opposition Group		£26,400
16.	Leader of an opposition group with at least 10% of the membership of the Council		£21,340
17.	Not currently used		
18.	Not currently used		
A maximum of 18 Senior salaries for Bridgend County Borough Council may be paid			

ENTITLEMENT TO CIVIC SALARIES	
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ROLE	MEMBER	ANNUAL AMOUNT OF CIVIC SALARY
Civic Head (Mayor)		£26,400
Deputy Civic Head (Deputy Mayor)		£21,340

ENTITLEMENT AS STATUTORY CO-OPTEEES		AMOUNT OF CO-OPTEEES ALLOWANCES
ROLE	MEMBER	
Chairperson Of Standards Committee		£268 Daily Fee £134 ½ Day Fee
Chairperson of Audit Committee	N/A	£268 Daily Fee £134 ½ Day Fee
Statutory Co-optees - Standards Committee, Scrutiny Committee – subject 1, Audit Committee, Crime and Disorder OVSC	<u>Standards:</u> <u>Scrutiny</u> Parent Governor (Special Schools) Parent Governor Representative (Secondary Schools) Parent Governor Representative (Primary Schools) Church Representative (Church in Wales) Church Representative (Roman Catholic Church) <u>Audit</u> Lay Members	£210 Daily Fee £105 ½ Day Fee
Statutory Co-optees -ordinary members of Standards Committee who also chair Standards Committees for Community Councils	Not Applicable	£238 Daily Fee £119 ½ Day Fee

MEMBERS ELIGIBLE TO RECEIVE COSTS OF CARE (Dependents/Personal Assistance)	
All Members	
<ul style="list-style-type: none"> • Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced. • Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred. 	

SCHEDULE 2

Approved duties: -

- attendance at a meeting of the Authority or of any committee of the Authority or of any body to which the Authority makes appointments or nominations or of any committee of such a body;
- attendance at a meeting of any association of authorities of which the Authority is a member;
- attendance at any other meeting the holding of which is authorised by the Authority or by a committee of the Authority or by a joint committee of the Authority and one or more other Authorities;
- a duty undertaken for the purpose of or in connection with the discharge of the functions of Cabinet;
- a duty undertaken in pursuance of a standing order which requires a Member or Members to be present when tender documents are opened;
- a duty undertaken in connection with the discharge of any function of the Authority which empowers or requires the Authority to inspect or authorise the inspection of premises;
- attendance at any training or developmental event approved by the Authority or its Cabinet;
- the following duties which have been approved by Council:
 - Approved conferences;
 - Rota visits to Social Services establishments;
 - Meetings with Senior Officers;
 - Attendance at Civic Offices to welcome school visits provided the school is within the Member's ward.

Where a local authority association or other outside body has its own scheme for the payment of allowances, the Member should claim his/her travelling and subsistence from the other body and not from the Authority.

SCHEDULE 3

Mileage Rates 2023-24

All sizes of private motor vehicle Up to 10,000 miles Over 10,000 miles	45 pence per mile 25 pence per mile
Private Motor Cycles Pedal Cycles	24 pence per mile 20 pence per mile
Passenger supplement	05 pence per mile

Subsistence Allowance 2023/24

The day subsistence rate is up to a maximum of £28 and covers a 24 hour period and can be claimed for any meal if relevant provided such a claim is supported by receipts.

Re-imbusement of alcoholic drinks is not permitted.

Overnight Stay

The maximum allowances for an overnight stay are £200 for London and £95 for elsewhere. A maximum of £30 is available for an overnight stay with friends or relatives whilst on approved duty.

SCHEDULE 4

Compliance

- The Authority will arrange for the publication on the council's website the total sum paid by it to each member and co-opted member in respect of salary, allowances, fees and reimbursements no later than 30 September following the close of the year to which it relates. In the interests of transparency this will include remuneration from all public service appointments held by elected members.
- The Authority will publish on the council's website a statement of the basic responsibility of a councillor and role descriptors for senior salary office holders, which clearly identify the duties expected.
- The Authority will publish on the council's website the annual schedule of Member Remuneration not later than 31 July of the year to which the schedule refers.
- The Authority will send a copy of the schedule to the Remuneration Panel no later than 31 July of the year to which the schedule refers.
- The Authority will maintain records of member/co-opted members attendance at meetings of council, cabinet and committees and other approved duties for which a member/co-opted member submits a claim for reimbursement.
- The Authority will arrange for the publication on the council's website of Annual Reports prepared by members.
- When the Authority agrees a paid substitution for family absence it will notify the Remuneration Panel within 14 days of the date of the decision of the details including the particular post and the duration of the substitution.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

15 MARCH 2023

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

INFORMATION REPORT FOR NOTING

1. Purpose of report

- 1.1 The purpose of this report is to inform Council of the Information Report for noting that has been published since its last scheduled meeting.

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

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

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

3. Background

- 3.1 At a previous meeting of Council, it was resolved to approve a revised procedure for the presentation to Council of Information Reports for noting.

4. Current situation/proposal

4.1 Information Report

The following Information Report has been published since the last meeting of Council:-

<u>Title</u>	<u>Date Published</u>
Budget 2023-24	9 March 2023

4.2 Availability of Document

The document has been circulated to Elected Members electronically via email and placed on the Bridgend County Borough Council website. The document is available from the above date of publication.

5. Effect upon policy framework and procedure rules

- 5.1 This procedure has been adopted within the procedure rules of the Constitution.

6. Equality Act 2010 implications

- 6.1 The protected characteristics identified within the Equality Act, Socio-economic Duty and the impact on the use of the Welsh Language have been considered in the preparation of this report. As a public body in Wales the Council must consider the impact of strategic decisions, such as the development or the review of policies, strategies, services and functions. This is an information report, therefore it is not necessary to carry out an Equality Impact assessment in the production of this report. It is considered that there will be no significant or unacceptable equality impacts as a result of this report.

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

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

8. Financial implications

- 8.1 There are no financial implications regarding this report.

9. Recommendation

- 9.1 That Council acknowledges the publication of the document listed in this report.

K Watson

Chief Officer Legal and Regulatory Services, HR and Corporate Policy

March 2023

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Background documents: None.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO COUNCIL

15 MARCH 2023

REPORT OF THE CHIEF OFFICER – FINANCE, PERFORMANCE AND CHANGE

BUDGET 2023-24

1. Purpose of report

- 1.1 The purpose of this report is to inform Council of the updated net budget requirement for 2023-24 following the Welsh Government's announcement of the Final Local Government Settlement on 28 February 2023, further to Council's approval of the original net budget requirement, based on the Provisional Local Government Settlement, at its meeting on 1 March 2023.

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

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

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

- 2.2 The allocation of budget determines the extent to which the Council's well-being objectives can be delivered. The Corporate Plan and Medium Term Financial Strategy (MTFS) identify the Council's service and resource priorities for the next four financial years, with particular focus on 2023-24.

3. Background

- 3.1 Members will recall that as part of the approval process for the Medium Term Financial Strategy (MTFS) 2023-24 to 2026-27 at the meeting of Council on 1 March 2023, approval was given for a net budget requirement of £342,047,227 in 2023-24. This was to be funded as follows:

	£	%
Revenue Support Grant	202,269,300	59.13
Non Domestic Rates	47,625,526	13.92
Council Tax Income	92,152,401	26.94
Total	342,047,227	100%

- 3.2 The report to Council also stated that the budget was based on the provisional settlement received in December 2022 and that whilst we did not anticipate any significant change in funding between the provisional and final settlement, there may be a change in respect of the potential transfer into the final local government settlement of the Fire and Rescue Authority (FRA) Scape grant, which funds increased employer costs related to FRA pensions. It was not envisaged that any changes would impact upon council tax.
- 3.3 The Welsh Government announced its Final Local Government Settlement on 28 February 2023. Only minor changes have been to the provisional settlement including incorporation of the Scape grant into the settlement and an adjustment in relation to specified bodies data (in this instance the Welsh Local Government Association, which provides services for local authorities). When announcing the final settlement the Minister for Local Government and Housing stated: *“Other than a small increase of £113 thousand to the distributable RSG as a result of .. adjustments to specified bodies data, I allocated all available funding into the provisional settlement to give as much early certainty as I could to authorities. I have no further funding currently available”*. The impact of these adjustments means an increase in the Revenue Support Grant (RSG) for the Council of £287,106 resulting in an increase in Aggregate External Finance (RSG plus share of Non Domestic Rates) for the Council from £249,894,826 to £250,181,932. Of the £287,106 increase, £280,314 relates to the transfer in of the Scape grant, with the balance of £6,792 arising as a result of the adjustment in relation to specified bodies.

4. Current situation/proposal

- 4.1 As a result of the change in RSG the Council’s net budget requirement will also increase, from £342,047,227 as approved by Council on 1 March 2023 to £342,334,333. A sum of £281,997 will be added to the budget to pay the Fire and Rescue Authority levy, increasing that budget to £8,522,690 for 2023-24, in line with the agreed contribution for 2023-24, as outlined in the MTFS report to Council on 1 March 2023. The remaining £5,109 will be added to the pay and price budgets. These changes result in a final net revenue budget of:

	Revised Budget 2022-23 £000	Inter-Directorate Transfers (Pensions / Nat. Insurance) £000	Pay / Prices £000	Budget Pressures £000	Budget Reduction Proposals £000	Opening Revenue Budget 2023-24 £000
Service Directorate Budgets:						
Central Education & Family Support	27,497	-89	132	200	-40	27,700
Schools	110,437	-463	1,932		-2,118	109,788
Education and Family Support	137,934	-552	2,064	200	-2,158	137,488
Social Services & Wellbeing	84,956	-393	54	8,174	0	92,791
Communities	31,013	-115	22		-375	30,545
Chief Executives	23,489	-112	1	700	-75	24,003
Total Directorate Budgets	277,392	-1,172	2,141	9,074	-2,608	284,827
Council Wide Budgets:						
Capital Financing	7,203					7,203
Levies	8,210			979		9,189
Repairs and Maintenance	670					670
Council Tax Reduction Scheme	16,054					16,054
Apprenticeship Levy	650					650
Pension Related Costs	430					430
Insurance Premiums	1,363					1,363
Other Council Wide Budgets	7,542	1,172	11,909	1,325		21,948
Total Council Wide Budgets	42,122	1,172	11,909	2,304	0	57,507
Net Budget Requirement	319,514	0	14,050	11,378	-2,608	342,334

4.2 This will be funded as follows:

	£	%
Revenue Support Grant	202,556,406	59.17
Non Domestic Rates	47,625,526	13.91
Council Tax Income	92,152,401	26.92
Total	342,334,333	100%

4.3 No other changes to the budget are proposed.

5. Effect upon policy framework and procedure rules

5.1 The budget setting process is outlined within the Council's Constitution and Financial Procedure Rules.

6. Equality Act 2010 implications

6.1 The Equality Act 2010 implications for the Medium Term Financial Strategy 2023-24 to 2026-27 were included within the report to Council on 1 March 2023.

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

7.1 The Well-Being of Future Generations (Wales) Act 2015 Assessment for the Medium Term Financial Strategy 2023-24 to 2026-27 were included within the report to Council on 1 March 2023.

8. Financial implications

8.1 These are reflected within the report.

9. Recommendation

9.1 Council is asked to note the revised Net Budget Requirement of £342,334,333 for 2023-24.

Carys Lord
Chief Officer – Finance, Performance and Change and Section 151 Officer
March 2023

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Background Documents: None