

Public Document Pack

Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr

Bridgend County Borough Council

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



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

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



Cyfarwyddiaeth y Prif Weithredwr / Chief Executive's Directorate
Deialu uniongyrchol / Direct line /: 01656 643148 / 643694 / 643513
Gofynnwch am / Ask for:

Ein cyf / Our ref:
Eich cyf / Your ref:

Dyddiad/Date: Dydd Mercher, 29 Ionawr 2025

Annwyl Cyngorydd,

CABINET

Cynhelir Cyfarfod Cabinet Hybrid yn Siambr y Cyngor - Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr, CF31 4WB ar **Dydd Mawrth, 4 Chwefror 2025 am 14:30.**

AGENDA

1 Ymddiheuriadau am absenoldeb

Derbyn ymddiheuriadau am absenoldeb gan Aelodau.

2 Datganiadau o fuddiant

Derbyn datganiadau o ddiddordeb personol a rhagfarnol (os o gwbl) gan Aelodau / Swyddogion yn unol â darpariaethau'r Cod Ymddygiad Aelodau a fabwysiadwyd gan y Cyngor o 1 Medi 2008.

3 Strategaeth Ariannol Tymor Canolig 2025-26 i 2028-29 a Phroses Ymgynghori ar y Gyllideb Ddrafft

5 - 46

4 Mudo Cronfa Ddata Pridiannau Tir i Gofrestrfa Tir EM

47 - 50

5 Protocol Diwygiedig ar gyfer Enwi a Rhifo Strydoedd

51 - 70

6 Polisi Derbyn i Ysgolion 2026-2027

Ffon/Tel: 01656 643643

Facs/Fax: 01656 668126

Ebost/Email: talktous@bridgend.gov.uk

Negeseuon SMS/SMS Messaging: 07581 157014 Twitter@bridgendCBC

Gwefan/Website: www.bridgend.gov.uk

Cyfnwidd testun: Rhowch 18001 o flaen unrhyw un o'n rhifau ffon ar gyfer y gwasanaeth trosglwyddo testun

Test relay: Put 18001 before any of our phone numbers for the text relay service

Rydym yn croseawu gohebiaeth yn y Gymraeg. Rhowch wybod i ni os yw eich dewis iaith yw'r Gymraeg

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

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



- 71 - 138
- 7 Diweddariad Rhaglen Gyfalaf Chwarter 3 2024-25
139 - 158
- 8 Adroddiad Gwybodaeth i'w Nodi
159 - 172
- 9 Ymgynghoriad CCA Drafft Tai Fforddiadwy
173 - 220
- 10 Darparu Gwasanaethau Diogelwch Traeth a Dwr mewn Partneriaeth â Sefydliad Cenedlaethol Brenhinol y Badau Achub (RNLI)
221 - 230
- 11 Gorchymyn Prynu Gorfodol Adfywio Glannau Porthcawl Datganiad Breinio Cyffredinol
231 - 250
- 12 Gwahardd y Cyhoedd
Nid oedd yr eitemau canlynol yn cael eu cyhoeddi, gan fod eu bod yn cynnwys gwybodaeth eithriedig fel y'i diffinnir ym Mharagraffau 14 a 16 o Ran 4 a Pharagraff 21 o Ran 5, Atodlen 12A, Deddf Llywodraeth Leol 1972, fel y'i newidiwyd gan Orchymyn Llywodraeth Leol (Cymru) 2007 (Mynediad at Wybodaeth) (Amrywio).
Os, yn dilyn cymhwyso'r prawf budd y cyhoedd yn y Cabinet yn penderfynu yn unol â'r Ddeddf i ystyried yr eitemau hyn yn breifat, bydd y cyhoedd yn cael eu gwahardd o'r cyfarfod yn ystod ystyriaeth o'r fath.
- 13 Manylion Ariannol yn ymwneud â Gorchymyn Prynu Gorfodol Adfywio Glannau Porthcawl Adroddiad Datganiad Breinio Cyffredinol (Atodiad D)
251 - 256
- 14 Materion Brys
I ystyried unrhyw eitemau o fusnes y, oherwydd amgylchiadau arbennig y cadeirydd o'r farn y dylid eu hystyried yn y cyfarfod fel mater o frys yn unol â pharagraff 2.4 (e) o'r Rheolau Trefn y Cabinet yn y Cyfansoddiad.

Nodyn: Bydd hwn yn gyfarfod Hybrid a bydd Aelodau a Swyddogion mynychu trwy Siambr y Cyngor, Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont ar Ogwr / o bell Trwy Timau Microsoft. Bydd y cyfarfod cael ei recordio i'w drosglwyddo drwy wefan y Cyngor. Os oes gennych unrhyw gwestiwn am hyn, cysylltwch â cabinet_committee@bridgend.gov.uk neu ffoniwch 01656 643148 / 643694 / 643513 / 643159

Yn ddiffuant

K Watson

Prif Swyddog, Gwasanaethau Cyfreithiol a Rheoleiddio, AD a Pholisi Corfforaethol

Ffon/Tel: 01656 643643

Facs/Fax: 01656 668126

Ebost/Email: talktous@bridgend.gov

Negeseuon SMS/SMS Messaging: 07581 157014 [Twitter@bridgendCBC](https://twitter.com/bridgendCBC)

Gwefan/Website: www.bridgend.gov

Cyfnewid testun: Rhowch 18001 o flaen unrhyw un o'n rhifau ffon ar gyfer y gwasanaeth trosglwyddo testun

Test relay: Put 18001 before any of our phone numbers for the text relay service

Rydym yn croseawu gohebiaeth yn y Gymraeg. Rhowch wybod I ni os yw eich dewis iaith yw'r Gymraeg

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

Agenda Item 3

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29 AND DRAFT BUDGET CONSULTATION PROCESS
Report Owner / Corporate Director:	REPORT OF CORPORATE OVERVIEW AND SCRUTINY COMMITTEE
Responsible Officer:	MERYL LAWRENCE SENIOR DEMOCRATIC SERVICES OFFICER – SCRUTINY
Policy Framework and Procedure Rules:	The report relates to the role of Overview and Scrutiny Committees as Consultees in respect of the budget setting process in line with the Budget Policy and Framework Procedure Rules.
Executive Summary:	The report presents Cabinet with the findings and recommendations of the Corporate Overview and Scrutiny Committee (COSC) in relation to: a) The report of the Budget Research and Evaluation Panel (BREP) in respect of the draft Medium Term Financial Strategy; b) The comments and recommendations from the four Overview and Scrutiny Committees in relation to the draft Medium Term Financial Strategy, including the proposed budget pressures and budget reduction proposals, as part of the budget consultation process. The report includes background of the process and meetings held. Cabinet is requested to consider and respond to the Recommendations of the Corporate Overview and Scrutiny Committee, in response to the Medium Term Financial Strategy 2025-26 to 2028-29 and the Draft Budget Consultation Process.

1. Purpose of Report

- 1.1 The purpose of this report is to present Cabinet with the findings and recommendations of the Corporate Overview and Scrutiny Committee (COSC) in relation to:
- a) the report of the Budget Research and Evaluation Panel (BREP) in respect of the draft Medium Term Financial Strategy (MTFS).
 - b) the comments and recommendations from the four Overview and Scrutiny Committees in relation to the draft MTFS including the proposed budget pressures and budget reduction proposals, as part of the budget consultation process.

2. Background

- 2.1 In considering the challenges associated with continued budget reductions, Members recognised the need for a 'whole Council' response to be adopted in managing anticipated reductions to services against a backdrop of increasing demand and the challenging financial outlook.
- 2.2 It was therefore recommended, in 2017, that a BREP be established to engage Members on budget proposals as well as to enable members to feed in community intelligence gained from their representative role and to engage in shaping future service provision.
- 2.3 COSC has the overall responsibility of scrutinising budget monitoring reports throughout the year. As such, it was agreed at a meeting of Council in September 2017 that it would continue this role and appoint BREP members from within the COSC membership.
- 2.4 The purpose of BREP was subsequently agreed as the following:
- To achieve consensus on the direction of the budget over the life of the medium term financial strategy;
 - To achieve a detailed overview and assessment of the budget proposals where the expertise and knowledge of each Committee contributes to a corporate understanding and appreciation of the draft budget proposals;
 - To assist the Council to develop a budget for the forthcoming year that aims to meet the needs of the communities of Bridgend County Borough;
 - To facilitate firmer understanding of the budget setting process and the draft proposals in order to assist the Committees in making informed comments, constructive challenge or recommendations to Cabinet as part of the budget consultation process.
- 2.5 The Panel would be presented with the budget reduction proposals and have the opportunity to discuss these with the Chief Executive and Corporate Directors and be asked to consider the information contained in these reports to determine

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

Budget Research and Evaluation Panel

- 2.6 BREP met on three occasions supported by the Scrutiny Team, Democratic Services Manager, Chief Officer - Finance, Housing and Change and Section 151 Officer, Deputy Head of Finance and the Cabinet Member for Finance and Performance.
- 2.7 At the BREP meetings the Panel considered information provided by the Chief Officer – Finance, Housing and Change and Section 151 Officer on the financial position for the MTFS 2025-26 to 2028-29 and headline figures from the Draft Settlement and had the opportunity to question Cabinet Members, Corporate Directors and the Chief Executive regarding School Deficit Budgets and the Social Services and Wellbeing Financial Update.
- 2.8 The Panel's Recommendations were included in the final BREP report which was presented to COSC on 28 January 2025.

Overview and Scrutiny Committees

- 2.9 Each of the four Overview and Scrutiny Committees met and considered the draft Medium Term Financial Strategy 2025-26 to 2028-29, including the proposed budget pressures and budget reduction proposals within the related Directorate and remit of the Scrutiny Committee, and made comments / recommendations for consolidation and inclusion in the report to Cabinet as part of the budget consultation process.

3. Current situation / proposal

- 3.1 COSC considered the findings of the BREP and all four Overview and Scrutiny Committees on 28 January 2025 and agreed to submit them to Cabinet, as part of the budget consultation process 2025-26, together with some additional final Recommendations from the Committee at this meeting. These are listed in **Appendices A and B**.

- 3.2 For ease of reference the Recommendations are split into the following separate appendices:

Appendix A - All final comments, recommendations and requests from BREP and the Overview and Scrutiny Committees on the Medium-Term Financial Strategy 2025-26 to 2028-29.

Appendix B - A table of all recommendations for Cabinet's response.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 A high level Equality Impact Assessment (EIA) will be carried out and included within the Final MTFS in February 2025. The high level EIA considers the impact of

the strategy, policy or proposal on the nine protected characteristics, the Socio-economic Duty and the use of the Welsh Language.

- 4.2 The proposals contained within this report cover a wide range of services and it is inevitable that the necessary budget reductions will impact on the local population in different ways. In developing these proposals, consideration has been given to their potential impact on protected groups within the community and on how to avoid a disproportionate impact on people within these groups.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The Well-being of Future Generations (Wales) Act 2015 provides a framework for embedding sustainable development principles within the activities of Council and has major implications for the long-term planning of finances and service provision. The 7 well-being goals identified in the Act have driven the Council's seven well-being objectives.

- 5.2 The Act provides the basis for driving a different kind of public service in Wales, with 5 ways of working to guide how public services should work to deliver for people. The following is a summary to show how the 5 ways of working to achieve the well-being goals have been used to formulate the recommendations within this report:

- Long-term - The consideration and approval of this report will assist in the budget setting process for both the short-term and in the long-term.
- Prevention - The consideration and approval of this report will assist in the budget setting process by approving and shaping preventative measures provided by Directorates to generate savings.
- Integration - The Medium Term Financial Strategy links to the Corporate Plan and well-being objectives.
- Collaboration - The consideration and approval of this report will assist in the budget setting process by approving and shaping collaboration and integrated working to generate savings.
- Involvement - Publication of the report ensures that the public and stakeholders can view the work that has been undertaken by Scrutiny members.

6. Climate Change Implications

- 6.1 The local authority's 'Bridgend 2030 – Net Zero Carbon Strategy' and Welsh Government's carbon reduction commitments will also be addressed through the Medium Term Financial Strategy, where funding allows, particularly through capital investment. Specifically, they will be addressed through a number of schemes, including the School Modernisation Programme, Ultra Low Emission Vehicles, and

a recurrent 2030 decarbonisation capital budget, amongst others. However, due to financial constraints, the ambition to achieve Net Zero 2030 may be compromised.

7. Safeguarding and Corporate Parent Implications

- 7.1 The Medium Term Financial Strategy is aligned with Bridgend County Borough Council's Corporate Parenting Strategy and provides substantial investment in children's services through revenue budget pressures.

8. Financial Implications

- 8.1 The report relates to BREP and Overview and Scrutiny responses to the draft MTFS, the budget setting process and the financial implications associated with that.

9. Recommendation

- 9.1 Cabinet is requested to consider and respond to the Recommendations of the Corporate Overview and Scrutiny Committee, in response to the Medium Term Financial Strategy 2025-26 to 2028-29 and the Draft Budget Consultation Process.

Background documents

None.

This page is intentionally left blank

Budget Research and Evaluation Panel (BREP) and Overview and Scrutiny Committees' Recommendations, Comments and Requests on the Medium Term Financial Strategy 2025-26 to 2028-29

Budget Research and Evaluation Panel (BREP)

Schools / Education Recommendations:

1. Any opportunity to reduce the proposed 2% cut should be explored and any savings identified to achieve the reduction should be put towards schools delegated budgets not towards central services.
2. Whilst noting that schools in a deficit budget position of over £50,000 must prepare a Deficit Recovery Plan that is carefully monitored, the Panel recommended that consideration be given to implementation of a similar plan to allow for schools who have a significant surplus to be similarly monitored.
3. A Member Briefing be provided on how the funding formula for schools is calculated, including detail regarding aspects over which the Authority has control and the process to be followed for any potential changes.
4. The Panel discussed the possibility of changing the schools funding formula in order to try and balance the schools' deficit and surplus positions and recommended that the Chair and Vice Chair of the School Budget Forum who are invited to the January meeting of SOSC 1 be asked for Headteacher views on the topic.
5. The Panel recommended that there be clear direction to School Governing Bodies on how they may be able to make efficiency savings, e.g. shared senior leadership teams, federated arrangements, etc. and that such direction needed to demonstrate clear figures on the savings that could be achieved.
6. The Panel referred to the amalgamation of the Education Engagement Team and Educational Welfare Service which had resulted in significant savings being made and front loaded into this financial year and recommended that this be used for learning as an example of best practice, to ensure that back office services run efficiently and that the delegation of funding to schools is optimal.

Requests for Additional Information:

Following detailed discussions, the Panel requested the following information be made available to them and Members of the Subject Overview and Scrutiny Committee 1 (SOSC 1) as soon as available, to inform their consideration and discussion of the Medium-Term Financial Strategy 2025-26 to 2028-29 Report within the remit of that Committee, at their meeting on 16 January 2025:

- a. For all 59 schools in the county borough, the forecasted deficit or surplus budget position with and without the indicative 2% cut in schools delegated budgets for 2025-26.

- b. What percentage of the overall delegated schools budget constitutes each schools' budget deficit or surplus.
- c. As far as possible, a list of reasons/themes why such a high number of schools are in a deficit budget position; to include information regarding how much of the deficit is as a result of efficiency savings made by the Council, how much is as a result of a fall in pupil roll numbers and how much is as a result of the loss of grants.
- d. The pupil roll numbers for all 59 county borough schools from the 2019/2020 academic year to date and their future roll number projections, to provide an understanding whether fall in pupil numbers is attributable to particular geographical areas, parental choice or any other factors and demonstrates any trends.
- e. For each school, the uptake of eFSM (eligible for Free School meals) before and since the introduction of Universal Primary Free School Meals, and the Chair and Vice Chair of Schools Budget Forum be requested to provide Headteachers' views on the potential numbers of eFSM pupils no longer applying and whether they feel there should be more publicity regarding the impact of not applying on the level of Pupil Deprivation Grant funding received.
- f. Whilst discussing the matter of school maintenance and the possibility of rationalising the estate, the Panel requested that the confidential response to Recommendation 6 from SOSC 1 on 16 September 2024 be shared with the Panel and recirculated to SOSC 1 Members.
- g. Written clarification regarding the difference between the delegation of 80% funding referred to at the beginning of the presentation and 87.7% schools budget delegation referred to later in the presentation.
- h. Further information regarding the impact of the reduction of funding on central support for Additional Learning Needs and the likely trend if further cuts are considered in this service area.
- i. An impact assessment of central Education Directorate cuts/efficiency savings on central services if the proposed cuts to schools delegated budgets were reduced or kept to a minimum.

The additional information in requests a. to i. above was circulated to BREP Members and Members of SOSC 1, ahead of consideration of the Draft Medium Term Financial Strategy, in the SOSC 1 meeting on Thursday, 16 January 2025.

Social Services and Wellbeing Recommendations:

- 1. The Panel discussed the different approaches of reporting between the Education, Early Years and Young People and the Social services and Wellbeing Directorates (and a different approach to Adult and Children Social Care within the Directorate. The Panel recommended that there needed to be

consistency in the reporting style from each Directorate and that a Corporate Template might assist the Panel and members of the public in understanding the financial position of each Directorate and the Council as a whole.

2. The Panel referred to potential future large scale housing developments being an opportunity to provide specialist housing in a different way via Section 106 agreement contributions. The Panel recommended that consideration be given to entering into S.106 agreements to provide an Extra Care style accommodation model or equivalent, recognising that the model is cost effective for the Authority and provides good outcomes for residents to live more independently for longer and those eligible can claim housing benefit.
3. The Panel referred to the specialist social worker with the relevant expertise that takes the lead in supporting the team in relation to the Continuing Healthcare (CHC) process. The Panel recommended that consideration be given to allocating additional resource to Adult Social Care to recruit an additional specialist social worker in order to accelerate savings associated with CHC.
4. The Panel expressed concern regarding the Directorate's significant overspend projection at the end of Quarter 1, soon after the setting of the 2024/25 budget. The Panel were concerned that the Directorate's demand projection framework, utilising the Population Needs Assessment and demographic growth, was insufficient and recommended that the Directorate consider a more robust, forward-looking demand forecast framework and statistical models to provide a more strategic look when setting the budget.
5. The Panel expressed concerns regarding the effectiveness and late commencing of the BREP process and that their concerns are expressed year on year without change. The Panel therefore recommended that there be a meeting of Group Leaders and Scrutiny Chairs, before the start of the next financial year, to discuss the future BREP process and consider the following:
 - a. that BREP commence immediately following the budget setting and that accurate forecasts be provided to the Panel allowing Members to understand the pressures and to start deep dives into particular areas of concern/risk at an early stage;
 - b. that BREP be a standing Panel, meeting on a monthly or bimonthly basis and that they have a Forward Work Programme allowing Members to own the process and request the information they want to see, negating the need to request and arrange meetings on an ad hoc basis; and
 - c. the different approaches of reporting, the need for consistency in the reporting style from each Directorate the proposal for a Corporate Template to assist the Panel and members of the public in understanding the financial position of each Directorate and the Council as a whole, as referred to in Recommendation 1 above.

Request for Additional Information:

Following the presentation and detailed discussions, the Panel requested the following information be made available to them and Members of the Subject Overview and Scrutiny Committee 2 (SOSC 2) as soon as available, to inform their consideration and discussion of the Medium-Term Financial Strategy 2025-26 to 2028-29 Report within the remit of that Committee, at their meeting on 17 January 2025:

- a. The Panel requested a list of savings made for Children's Social Care illustrating their BRAYG status, similarly to those provided in the report for Adult Social Care.

The additional information requested in a. above was circulated to BREP Members and Members of SOSC 2, ahead of consideration of the Draft Medium Term Financial Strategy, in the SOSC 2 meeting on Friday, 17 January 2025.

Corporate Overview and Scrutiny Committee (COSC) **Chief Executive's Directorate and Corporate / Council Wide**

Recommendations:

1. The Committee **recommended**:
 - a. that all financial reports be accompanied by a glossary which is also made available on the Council's website in order to assist residents in their reading and understanding of the reports;
 - b. that when reductions are referenced in the report that there is clarity about whether they are in net or real terms;
 - c. that charts/graphics be included showing:
 - i. the percentage increase in Council Tax over the period referred to;
 - ii. the demographic growth in the borough;
 - iii. the demographic growth compared to other Welsh local authorities and nationally; and
 - iv. the reduction in use of agency staff.
 - d. that comparison data be provided demonstrating the difference between the proposed increase to Council Tax and the average staff wage increase across the authority.
2. The Committee **recommended** piloting zero-based budgeting in a select area of Directorate to be determined by senior Officers.
3. The Committee **recommended** that a letter be sent on behalf of the Committee to Welsh Government and the UK Government regarding the following:
 - a. expressing that national policy commitments resulting from legislative changes should be fully funded both in terms of capital funding and ongoing revenue funding including a commitment to fund employer national insurance

payments for individuals employed by agencies who provide services to the Council which currently results in a £1.5m cost pressure; and

- b. expressing concern regarding the repeated lateness of the settlement and requesting a commitment to bring forward the settlement date and to request that consideration be given to providing indicative multi-year settlements.
4. The Committee **recommended** consideration be given to how invest to save models and further collaborative working and sharing of best practice across local authorities regarding ICT and use of artificial intelligence could expedite savings.
5. The Committee **recommended** that a letter be sent on behalf of the Committee to Welsh Government and the Department for Work and Pensions strongly recommend that they implement auto-enrolment of individuals to all benefits to which they are eligible/entitled when they apply for another benefit.
6. The Committee recognised that the funding to the Council and schools was being disadvantaged by individuals not claiming all benefits to which they are entitled and **recommended** that Council-wide external communications be issued encouraging residents to claim all benefits to which they are entitled including Pension Credit, Housing Benefit and Eligible Free School Meals and promoting the Council's auto-enrolment process.
7. With reference to the budget reduction proposal, CEX 6, the Committee **recommended** that a letter be sent on behalf of the Committee to the Police and Crime Commissioner to ascertain her reliance on the CCTV service created and managed by the Council and whether the Police and Crime Commission's contribution to CCTV has been cut and requesting a response prior to the next meeting of the Committee on 28 January 2025.
8. The Committee **recommended** that detailed discussions are held with town and community councils before suggestions are made in meetings that town and community councils may be able to assist when discussing funding gaps.
9. While the Committee recognised that there was a budget growth proposal for a Procurement Assistant (CEX 5) in central Procurement, they reflected that there appeared to be insufficient capacity, at times, within Directorates to provide timely contributions to the Procurement process and **recommended** that more urgency needed to be placed on procurement highlighting it was critical to a one-council approach.
10. The Committee expressed concern that all budget savings proposals within the Chief Executives Directorate and Council Wide were red and possibly difficult to achieve. The Committee were advised that the vast majority of the spend in these areas is on staffing and the savings would be subject to consultation and therefore would remain red until these were complete and were then likely achievable. The Committee **recommended** that the narrative in the budget savings proposals to reflect that position and its red status.

Additional Information

11. The Committee **requested** Officer responses as to whether the population growth in the county borough was creating more demand in specific areas, e.g. whether families with children with special needs were moving into the area to take up the offer of in-county special schools offer or whether older people were relocating to the area.
12. The Committee **requested** a copy of the report being presented to the Shared Regulatory Services Joint Committee at the end of January 2025 to assist the Committee in identifying statutory and non-statutory services provided by Regulatory and Corporate Services.
13. The Committee **requested** a written response setting out:
 - a. the value of the Council's borrowing liability benchmark;
 - b. the Council's current level of borrowing;
 - c. whether the Council can increase its borrowing to support capital projects; and
 - d. clarification as to whether external borrowing below the liability benchmark indicates a borrowing requirement and whether external borrowing above the liability benchmark indicates an over-borrowed position.

14. Budget Reduction Proposals - CEX 6

The Committee **requested**:

- a. a map of the CCTV locations;
- b. information regarding which service areas benefit from the CCTV, i.e. does it cover out of hours, alarm monitoring for Council buildings, RSLs, etc.;
- c. confirmation of other service areas who could benefit from use of the CCTV but do not yet do so;
- d. granular detail setting out what the sum of the saving of £444k entails;
- e. clarity on the Crime and Disorder Act 1998 as to where the statutory responsibility for the CCTV lies and who are mandated partners including whether Town and Community Councils are considered statutory partners under the Act;
- f. that the narrative in the budget reduction proposal be amended to reflect whether the saving related to removal of the service or a review seeking contributions from statutory partners in order to maintain the CCTV service.

Subject Overview and Scrutiny Committee 1 (SOSC 1)

Education and Early Years and Young People Directorate and Schools

Recommendations:

1. Members discussed in depth the efficiency savings against School Delegated Budgets – 1% for 2025-26 and 1% thereafter.

Members expressed concern over School Deficit budgets in that between 50% and 75% of schools are reporting deficit budgets for 2024-25 and this will only be further exacerbated by further budget reductions. Some schools were even reporting in their recovery plans that were simply not going to recover, meaning the Local Authority (LA), after 5 years, would have to cover the deficit.

Members also expressed concern over the fact that this reduction went against the Council's own priority to protect vulnerable children and young people and could result in cuts to key supportive services to these individuals.

Members noted that whilst Welsh Government funding would be provided for pay and price increases this year, this was one-off funding that could not be guaranteed for next year and would not resolve the ongoing deficit budget issue for schools. Linked to this and for the future, just as areas such as homelessness is being considered for growth proposals due to reductions in Welsh Government grant funding, so should schools and education be considered for potential growth and solutions to replace and help mitigate against their reductions in Welsh Government grant funding in various areas. Alternatively, the Local Authority needed to push back with Welsh Government in relation to the pressure on local authorities to administer new schemes and implement new legislation without the continued supporting funding behind it.

Based on their concerns, the Committee were in consensus and strongly **recommended** that Cabinet are asked to do all they can to remove the 1% budget saving proposed for schools.

2. Members discussed in detail the importance to maintain both the Counselling and Bridgend Music Service.

Members highlighted that both services were vital in supporting pupils who experience mental health issues, as whilst this was obvious with Counselling services, evidence was heard about how Music services also helps children and young people who have difficulties with their mental health. Members therefore pointed out that these proposals to reduce or remove these services was against the LA's priority to protect vulnerable individuals.

It was further highlighted by both Headteachers and Members, that Music provision now formed a significant part of the new curriculum and provided valuable enrichment to pupils.

Concerns were raised that schools might not be able to afford to fund Counselling or Music services going forward and provide valuable opportunities to their pupils.

The Committee **recommended** that opportunities be explored further to find alternative delivery models such as not-for-profit or commercial partnerships, in order to continue providing these important services.

3. Members asked for clarification on whether the underspend now projected for 2024 as reported under Q3 meant there was any capacity to reduce any proposed budget cuts. If this was the case the Committee **recommended** that School Delegated Budgets, Music Services and Counselling Services be prioritised for reduction in saving, if not full removal of saving if possible, in the proposed budget for 2025-26.
4. Subject to the Directorate response to the Committee on Base Budget Pressures above, Members wished to support the budget pressure proposals

Additional information:

Following detailed consideration and discussion with the Cabinet Member, Officers and Invitees, the Committee made the following requests for information:

5. Members **requested** more information on what other local authorities were doing to set a balanced budget which Officers advised once they had the wider Wales view they would be content to share with the Committee.
6. Members discussed the implications of Legal Services for schools expressing their concerns with more complex casework involving behaviour, attendance, health, and safety legislation.
Headteachers advised they have external arrangements with legal services who are knowledgeable and are able to turn things around in a timely manner to support schools. Headteachers stated that the conflict came where the Local Authorities' legal team may not agree with the external legal advice which could be a challenge for the schools. The Committee **requested** that this is investigated further as to whether the external legal support was sustainable, manageable, affordable and whether the support was sufficient for today's demands on schools.
7. The Committee **requested** more information with regards to the Welsh Governments revenue support grant and other grants that might be forthcoming.

Subject Overview and Scrutiny Committee 2 (SOSC 2)

Social Services and Wellbeing Directorate

Recommendation:

1. The Committee expressed grave concerns regarding budget reduction proposals SSW 12 and 13, highlighting the widespread ramifications that would follow from redundancies and impact on the caseloads and wellbeing of remaining staff and the reputational risk they would create. The Committee therefore **recommended** that budget reduction proposals SSW 12 and 13 be removed and not pursued as savings.

SOSC 2 Forward Work Programme

1. The Committee **recommended** that there be an all Member briefing on the use of artificial intelligence within the Social Services and Wellbeing Directorate and how it is envisaged it could safely aid a reduction in staff numbers.
2. The Committee **requested** that the following reports be added to their Forward Work Programme:
 - a. Placement Commissioning Strategy;
 - b. Implementation of the Home Remodelling Programme across Adult Services;
 - c. Policy Revision to include case studies from across the demographic; and
 - d. Assisted Transport Policy.

Subject Overview and Scrutiny Committee 3 (SOSC 3)

Communities Directorate

Recommendations:

Budget Pressures

1. Members discussed in detail the additional revenue funding required, over and above the current budget, to operate the waste service as an in-house service from 2026-27, as agreed by Cabinet in November 2024. Following consideration of the Future Waste report on the 30 September 2024 by the Committee, Members had felt that more investigation was needed to provide further analysis on whether the service should be brought in-house or not, and also recommended that a potential extension of the existing contract be considered.

There was disappointment from Members that the previous recommendations made by the Committee had not appeared to have been considered and that there was now a £1.2 million budget pressure sooner than it was necessarily needed.

The Committee **recommended** that the insourcing of the service be looked at again, that modelling and further analysis be done and that the current contract be deferred for a further year to get a better understanding of the situation. Members were concerned that the costs predicted and associated budget pressure for this set for 2026-27 could potentially manifest itself during 2025-26 and also, whether there then could potentially be further recurring pressures for next year.

2. Members discussed the recurrent budget pressure associated with the closure of Bridgend Market and the recurring 300k per annum that was still being paid on the lease, as well as holding costs and covering the cost of the small market hall which was opened in the Rhiw centre where 5 traders currently operate. Members were informed that the future of Bridgend Market Hall itself was still being determined.

Members expressed concern that with the hundred-year lease that was taken out initially in 1971; the authority could potentially be paying out 300k for the next 47 years which would accumulate into millions.

The Committee **recommended** that this agreement be explored further to find a long-term resolution and address this funding pressure.

Budget Reduction Proposals

3. Members discussed the ongoing reduction in income across parking services and the specifics on the general downturn in car park income.

Officers explained that since the pandemic the Authority had seen a drop in its entirety across all the car parks with the exception of Porthcawl, in Salt Lake and Rest Bay car parks where the number of visitors has increased.

Members expressed that in their own experience, the car parks in Bridgend were very often full and considering the regeneration plans for Bridgend Town Centre, more car parking provision would be vital. The Committee **recommended** that further exploration be undertaken and evidence examined and reported to the Committee with regard to the car parking offer in the town centre and the budget pressure as a whole.

4. Members discussed at length the reduction in staff who undertake enforcement activities relating to waste. The Committee were concerned with the failure to issue enforcement notices at present and feared what the outcome would be should the enforcement team be cut by such a significant amount.

Recognising the difficulty there was with the burden of proof, Members were greatly concerned there was a risk that the ability to react to these issues would be reduced if the cut was made and therefore the Committee urged and **recommended** the Cabinet revisit the reduction with a view to removing or reducing the proposal.

5. Members expressed concern over the budget reductions relating to increasing fees on Bereavement services, i.e. burial charges by 20%, and stopping the bi-annual supply of blue refuse sacks to all residents. The Committee felt that these proposals, particularly the increase in burial fees, could have a significant impact on the public and **recommended** that if there is any leeway or additional funding potentially available, or changes to budget proposals, that these reductions be prioritised for reconsideration and either removed, or, in the instance of the 20% proposed increase in burial fees, at least reduced.

Supplementary Recommendations

6. Members discussed the Porthcawl Metrolink Station and the justification behind having to pay ongoing revenue costs. They expressed their frustration that when first scrutinising the Metrolink Station they were not informed of the ongoing costs of £100,000 a year until the other redevelopment went ahead.

The Committee **recommended** that any potential revenue liabilities associated with future capital programmes and projects be looked into and predicted as far as possible and fully disclosed when the decisions are made, especially in this time of austerity.

7. Members expressed concerns over the current conditions of highways within the County Borough and the time taken to action any reported issues. Members questioned whether the proposed approximate £1M increase for Capital funding was sufficient to cover the work needed in the forthcoming year. The Committee **recommended** that consideration be given to whether there is any additional funding that could be allocated to this budget to ensure Highways are maintained to an optimal standard.

Additional information:

The Committee made the following requests for information:

- a. Members requested figures to show the income, expenditure and overall cost to Bridgend County Borough Council for burial services.
- b. Members asked Officers for clarification on what other Local Authorities provide with regard to the supply of blue refuse sacks to residents.
- c. Further to the appointment of the 2 x S.106 Officers, to facilitate a S.106 & Infrastructure Delivery Team within the Planning & Development Services the Corporate Director agreed that these Officers could potentially come along to a SOSC 3 to explain their roles.

Corporate Overview and Scrutiny Committee (COSC) – 30 January 2024
Final Consideration of all BREP and Overview and Scrutiny Committee MTFS
Recommendations

Recommendations:

1. Bridgend Music Service

The Committee discussed the overwhelming number of representations they had each received from headteachers, parents and learners regarding the powerful impact the Bridgend Music Service has had on the lives and wellbeing of all who use it and also highlighted its importance for those learners who find academia or sport difficult.

The Committee **strongly recommended** that Bridgend Music Service be retained as a fully subsidised service.

However, whilst recognising that it was a significant budget pressure, the Committee considered that the value provided by the Service was such that they **recommended** that the budget reduction proposal EEYYP 12, at least, be deferred pending exploration of all possible alternative delivery models to ensure that the Service can continue long term.

The Committee further **recommended** that any alternative delivery model, whether or not involving other stakeholders or parental contribution models, should maintain the free provision of the Service, at the very least, for learners from low income families.

2. Counselling Services

In addition to the comments made by SOSC 1 regarding Budget Reduction Proposal EEYYP 3: *that opportunities be explored further to find alternative delivery models such as not-for-profit or commercial partnerships, in order to continue providing these important services*, COSC stressed the importance of working with partners and **recommended** that the Authority work closely with Cwm Taf Morgannwg University Health Board in providing support for the mental health and wellbeing of children and young people across the county borough.

3. EEYYP and Schools Budget Pressures

Further to SOSC 1's support for the budget pressure proposals, the Committee specifically wished to support the budget growth for Additional Learning Needs (ALN). However, the Committee **recommended** that the budget growth proposal of providing additional support for those with ALN needed to be carefully balanced with the demand and impact that the budget reductions proposals regarding ALN would have on staffing and support for learners.

4. School Delegated Budgets – SCH 1

The Members discussed representations received from headteachers regarding the detrimental impact that the further 1% cut would have on their ability to deliver a wide range of service and on their already significant deficit budgets including the significant impact on staffing and their wellbeing, potentially larger class sizes, the narrowing of the curriculum and potential impact on additional

provisions such as, extracurricular activities. Therefore, the Committee **recommended** that SOSC 1's recommendation *that the Cabinet are asked to do all they can to remove the 1% budget saving proposed for schools* be wholly endorsed by COSC, and that Cabinet reconsider this significant proposed budget reduction for the reasons above.

5. Grant funding

The Committee requested a breakdown of value of the grant funding which the Council could expect to receive from the UK and Welsh Government in 2025/26 including the expected timeline for receipt and whether this represented an increase or decrease from previous years.

The Committee were advised that although some headline figures had been received on an all-Wales basis, it was, as yet, unknown what Bridgend's allocation from these would be. The Committee **recommended** that should this information be available prior to the setting of the budget, that Cabinet consider it as part of the full financial outline during the budget setting process.

Additional Information:

6. The Committee expressed concern regarding the perceived discrepancy between the Welsh Government promoting a 4% investment in education and Bridgend proposing a 1% cut to school budgets. The Committee were advised that Bridgend's allocation from the additional Welsh Government funding for education in Wales equated to around £10.8m. The Committee **requested** a copy of the letter from the Cabinet Secretary for Education detailing the breakdown of this allocation referred to by the Corporate Director – Education, Early Years and Young People.
7. The Committee expressed concern regarding the impact of falling pupil roll numbers on funding for schools and **requested** the pupil numbers on roll for past years and a projection of future numbers including the Pupil Admission Number (PAN) for each school.
8. The Committee **requested** a written response providing an estimated value of the revenue lost, at the Rhiw Car Park, as a result of the car park barrier remaining up all day.
9. The Committee were advised that the Council's charging regime for car parking, including the free parking offers, were being reviewed. The Committee **requested** that the Subject Overview and Scrutiny Committee 3 consider requesting a report detailing the outcome of the exercise referred to above and that such report demonstrates the difference in revenue between the free parking period and a full charging model.

This page is intentionally left blank

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
General Points and Report Presentation			
1	The Panel discussed the different approaches of reporting between the Education, Early Years and Young People and the Social services and Wellbeing Directorates (and a different approach to Adult and Children Social Care within the Directorate. The Panel recommended that there needed to be consistency in the reporting style from each Directorate and that a Corporate Template might assist the Panel and members of the public in understanding the financial position of each Directorate and the Council as a whole. (BREP)		
2	The Committee recommended : a. that all financial reports be accompanied by a glossary which is also made available on the Council's website in order to assist residents in their reading and understanding of the reports; b. that when reductions are referenced in the report that there is clarity about whether they are in net or real terms; c. that charts/graphics be included showing:		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	i. the percentage increase in Council Tax over the period referred to; ii. the demographic growth in the borough; iii. the demographic growth compared to other Welsh local authorities and nationally; and iv. the reduction in use of agency staff. d. that comparison data be provided demonstrating the difference between the proposed increase to Council Tax and the average staff wage increase across the authority. (COSC)		
3	<u>Zero-based budgeting</u> The Committee recommended piloting zero-based budgeting in a select area of Directorate to be determined by senior Officers. (COSC)		
4	<u>Budget Settlement and Fully Funding National Policy Commitments</u> The Committee recommended that a letter be sent on behalf of the Committee to Welsh Government and the UK Government regarding the following: a. expressing that national policy commitments resulting from legislative changes should be fully funded both in terms of capital funding and		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	ongoing revenue funding including a commitment to fund employer national insurance payments for individuals employed by agencies who provide services to the Council which currently results in a £1.5m cost pressure; and b. expressing concern regarding the repeated lateness of the settlement and requesting a commitment to bring forward the settlement date and to request that consideration be given to providing indicative multi-year settlements. (COSC)		
<u>Auto-Enrolment to Benefits and External Communications</u>			
5	The Committee recommended that a letter be sent on behalf of the Committee to Welsh Government and the Department for Work and Pensions strongly recommend that they implement auto-enrolment of individuals to all benefits to which they are eligible/entitled when they apply for another benefit. (COSC)		
6	The Committee recognised that the funding to the Council and schools was being disadvantaged by individuals not claiming all benefits to which they are entitled and recommended that Council-wide external communications be issued encouraging residents to claim all benefits to which they are entitled including Pension Credit, Housing Benefit		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	and Eligible Free School Meals and promoting the Council's auto-enrolment process. (COSC)		
7	<u>Engagement with Town and Community Councils</u> The Committee recommended that detailed discussions are held with town and community councils before suggestions are made in meetings that town and community councils may be able to assist when discussing funding gaps. (COSC)		
8	<u>Prioritising Procurement</u> While the Committee recognised that there was a budget growth proposal for a Procurement Assistant (CEX 5) in central Procurement, they reflected that there appeared to be insufficient capacity, at times, within Directorates to provide timely contributions to the Procurement process and recommended that more urgency needed to be placed on procurement highlighting it was critical to a one-council approach.		
<u>Projecting Demand and Complexity of Need</u>			
9	The Panel expressed concern regarding the Directorate's significant overspend projection at the end of Quarter 1, soon after the setting of the 2024/25 budget. The Panel were concerned that the Directorate's demand projection framework, utilising the Population Needs Assessment and demographic growth, was insufficient and recommended that the Directorate consider a		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	more robust, forward-looking demand forecast framework and statistical models to provide a more strategic look when setting the budget. (BREP)		
10	<u>Grant funding</u> The Committee requested a breakdown of value of the grant funding which the Council could expect to receive from the UK and Welsh Government in 2025/26 including the expected timeline for receipt and whether this represented an increase or decrease from previous years. The Committee were advised that although some headline figures had been received on an all-Wales basis, it was, as yet, unknown what Bridgend's allocation from these would be. The Committee recommended that should this information be available prior to the setting of the budget, that Cabinet consider it as part of the full financial outline during the budget setting process. (COSC – 28 Jan 2025)		
<u>BREP Process</u>			
11	The Panel expressed concerns regarding the effectiveness and late commencing of the BREP process and that their concerns are expressed year on year without change. The Panel therefore recommended that there be a meeting of Group Leaders and Scrutiny Chairs, before the start of the		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	next financial year, to discuss the future BREP process and consider the following: i. that BREP commence immediately following the budget setting and that accurate forecasts be provided to the Panel allowing Members to understand the pressures and to start deep dives into particular areas of concern/risk at an early stage; ii. that BREP be a standing Panel, meeting on a monthly or bimonthly basis and that they have a Forward Work Programme allowing Members to own the process and request the information they want to see, negating the need to request and arrange meetings on an ad hoc basis; and iii. the different approaches of reporting, the need for consistency in the reporting style from each Directorate the proposal for a Corporate Template to assist the Panel and members of the public in understanding the financial position of each Directorate and the Council as a whole, as referred to in Recommendation 1 above. (BREP)		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
Budget Reduction Proposals			
<u>Chief Executive's Directorate and Council Wide:</u>			
<u>CEX 6 – Provision of CCTV</u>			
12	With reference to the budget reduction proposal, CEX 6, the Committee recommended that a letter be sent on behalf of the Committee to the Police and Crime Commissioner to ascertain her reliance on the CCTV service created and managed by the Council and whether the Police and Crime Commission's contribution to CCTV has been cut and requesting a response prior to the next meeting of the Committee on 28 January 2025. (COSC)		
13	The Committee expressed concern that all budget savings proposals within the Chief Executives Directorate and Council Wide were red and possibly difficult to achieve. The Committee were advised that the vast majority of the spend in these areas is on staffing and the savings would be subject to consultation and therefore would remain red until these were complete and were then likely achievable. The Committee recommended that the narrative in the budget savings proposals to reflect that position and its red status. (COSC)		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
Budget Reduction Proposals			
<u>Education, Early Years and Young People:</u>			
<u>Proposed 2% Cut:</u>			
14	The Panel recommended that any opportunity to reduce the proposed 2% cut should be explored and any savings identified to achieve the reduction should be put towards schools delegated budgets not towards central services. (BREP)		
<u>Schools Delegated Budgets – SCH 1</u>			
15	Members discussed in depth the efficiency savings against School Delegated Budgets – 1% for 2025-26 and 1% thereafter. Members expressed concern over School Deficit budgets in that between 50% and 75% of schools are reporting deficit budgets for 2024-25 and this will only be further exacerbated by further budget reductions. Some schools were even reporting in their recovery plans that were simply not going to recover, meaning the Local Authority (LA), after 5 years, would have to cover the deficit. Members also expressed concern over the fact that this reduction went against the Council's own priority to protect vulnerable children and young people and could result in cuts to key supportive services to these individuals.		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	Members noted that whilst Welsh Government funding would be provided for pay and price increases this year, this was one-off funding that could not be guaranteed for next year and would not resolve the ongoing deficit budget issue for schools. Linked to this and for the future, just as areas such homelessness is being considered for growth proposals due to reductions in Welsh Government grant funding, so should schools and education be considered for potential growth and solutions to replace and help mitigate against their reductions in Welsh Government grant funding in various areas. Alternatively, the Local Authority needed to push back with Welsh Government in relation to the pressure on local authorities to administer new schemes and implement new legislation without the continued supporting funding behind it. Based on their concerns, the Committee were in consensus and strongly recommended that Cabinet are asked to do all they can to remove the 1% budget saving proposed for schools. (SOSC 1)		
16	The Members discussed representations received from headteachers regarding the detrimental impact that the further 1% cut would have on their		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	ability to deliver a wide range of service and on their already significant deficit budgets including the significant impact on staffing and their wellbeing, potentially larger class sizes, the narrowing of the curriculum and potential impact on additional provisions such as, extracurricular activities. Therefore, the Committee recommended that SOSC 1's recommendation <i>that the Cabinet are asked to do all they can to remove the 1% budget saving proposed for schools</i> be wholly endorsed by COSC, and that Cabinet reconsider this significant proposed budget reduction for the reasons above. (COSC – 28 Jan 2025)		
17	<u>Capacity to Reduce Proposed Budget Cuts</u> Members asked for clarification on whether the underspend now projected for 2024 as reported under Q3 meant there was any capacity to reduce any proposed budget cuts. If this was the case the Committee recommended that School Delegated Budgets, Music Services and Counselling Services be prioritised for reduction in saving, if not full removal of saving if possible, in the proposed budget for 2025-26. (SOSC 1)		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
<u>Bridgend Music Service and Counselling Services – EEYYP 3 and 12</u>			
18	Members discussed in detail the importance to maintain both the Counselling and Bridgend Music Service. Members highlighted that both services were vital in supporting pupils who experience mental health issues, as whilst this was obvious with Counselling services, evidence was heard about how Music services also helps children and young people who have difficulties with their mental health. Members therefore pointed out that these proposals to reduce or remove these services was against the LA's priority to protect vulnerable individuals. It was further highlighted by both Headteachers and Members, that Music provision now formed a significant part of the new curriculum and provided valuable enrichment to pupils. Concerns were raised that schools might not be able to afford to fund Counselling or Music services going forward and provide valuable opportunities to their pupils. The Committee recommended that opportunities be explored further to find alternative delivery		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	models such as not-for-profit or commercial partnerships, in order to continue providing these important services. (SOSC 1)		
19	The Committee discussed the overwhelming number of representations they had each received from headteachers, parents and learners regarding the powerful impact the Bridgend Music Service has had on the lives and wellbeing of all who use it and also highlighted its importance for those learners who find academia or sport difficult. The Committee strongly recommended that Bridgend Music Service be retained as a fully subsidised service. However, whilst recognising that it was a significant budget pressure, the Committee considered that the value provided by the Service was such that they recommended that the budget reduction proposal EEYYP 12, at least, be deferred pending exploration of all possible alternative delivery models to ensure that the Service can continue long term. The Committee further recommended that any alternative delivery model, whether or not involving other stakeholders or parental contribution models,		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	should maintain the free provision of the Service, at the very least, for learners from low income families. (COSC – 28 Jan 2025)		
20	In addition to the comments made by SOSC 1 regarding Budget Reduction Proposal EEYYP 3: <i>that opportunities be explored further to find alternative delivery models such as not-for-profit or commercial partnerships, in order to continue providing these important services</i> , COSC stressed the importance of working with partners and recommended that the Authority work closely with Cwm Taf Morgannwg University Health Board in providing support for the mental health and wellbeing of children and young people across the county borough. (COSC – 28 Jan 2025)		
Budget Reduction Proposals <u>Social Services and Wellbeing Directorate:</u>			
21	The Committee expressed grave concerns regarding budget reduction proposals SSW 12 and 13, highlighting the widespread ramifications that would follow from redundancies and impact on the caseloads and wellbeing of remaining staff and the reputational risk they would create. The Committee therefore recommended that budget reduction proposals SSW 12 and 13 be removed and not pursued as savings. (SOSC 2)		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
Budget Reduction Proposals			
<u>Communities Directorate:</u>			
22	Members discussed the ongoing reduction in income across parking services and the specifics on the general downturn in car park income. Officers explained that since the pandemic the Authority had seen a drop in its entirety across all the car parks with the exception of Porthcawl, in Salt Lake and Rest Bay car parks where the number of visitors has increased. Members expressed that in their own experience, the car parks in Bridgend were very often full and considering the regeneration plans for Bridgend Town Centre, more car parking provision would be vital. The Committee recommended that further exploration be undertaken and evidence examined and reported to the Committee with regard to the car parking offer in the town centre and the budget pressure as a whole. (SOSC 3)		
23	Members discussed at length the reduction in staff who undertake enforcement activities relating to waste. The Committee were concerned with the failure to issue enforcement notices at present and feared what the outcome would be should the		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	enforcement team be cut by such a significant amount. Recognising the difficulty there was with the burden of proof, Members were greatly concerned there was a risk that the ability to react to these issues would be reduced if the cut was made and therefore the Committee urged and recommended the Cabinet revisit the reduction with a view to removing or reducing the proposal. (SOSC 3)		
24	Members expressed concern over the budget reductions relating to increasing fees on Bereavement services, i.e. burial charges by 20%, and stopping the bi-annual supply of blue refuse sacks to all residents. The Committee felt that these proposals, particularly the increase in burial fees, could have a significant impact on the public and recommended that if there is any leeway or additional funding potentially available, or changes to budget proposals, that these reductions be prioritised for reconsideration and either removed, or, in the instance of the 20% proposed increase in burial fees, at least reduced. (SOSC 3)		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
Budget Pressures <u>Education, Early Years and Young People Directorate:</u>			
25	Subject to the Directorate response to the Committee on Base Budget Pressures in Recommendation 15 above, Members wished to support the budget pressure proposals. (SOSC 1)		
26	Further to SOSC 1's support for the budget pressure proposals, the Committee specifically wished to support the budget growth for Additional Learning Needs (ALN). However, the Committee recommended that the budget growth proposal of providing additional support for those with ALN needed to be carefully balanced with the demand and impact that the budget reductions proposals regarding ALN would have on staffing and support for learners. (COSC – 28 Jan 2025)		
Budget Pressures <u>Communities Directorate:</u>			
27	<u>Waste Service</u> Members discussed in detail the additional revenue funding required, over and above the current budget, to operate the waste service as an in-house service from 2026-27, as agreed by Cabinet in November 2024. Following consideration of the Future Waste report on the 30 September 2024 by the Committee, Members had		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	felt that more investigation was needed to provide further analysis on whether the service should be brought in-house or not, and also recommended that a potential extension of the existing contract be considered. There was disappointment from Members that the previous recommendations made by the Committee had not appeared to have been considered and that there was now a £1.2 million budget pressure sooner than it was necessarily needed. The Committee recommended that the insourcing of the service be looked at again, that modelling and further analysis be done and that the current contract be deferred for a further year to get a better understanding of the situation. Members were concerned that the costs predicted and associated budget pressure for this set for 2026-27 could potentially manifest itself during 2025-26 and also, whether there then could potentially be further recurring pressures for next year. (SOSC 3)		
28	<u>COM 1 – Bridgend Market</u> Members discussed the recurrent budget pressure associated with the closure of Bridgend Market and		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	the recurring 300k per annum that was still being paid on the lease, as well as holding costs and covering the cost of the small market hall which was opened in the Rhiw centre where 5 traders currently operate. Members were informed that the future of Bridgend Market Hall itself was still being determined. Members expressed concern that with the hundred-year lease that was taken out initially in 1971; the authority could potentially be paying out 300k for the next 47 years which would accumulate into millions. The Committee recommended that this agreement be explored further to find a long-term resolution and address this funding pressure. (SOSC 3)		
Supplementary Recommendations: <u>Chief Executive's Directorate and Council Wide:</u>			
29	<u>Information Sharing</u> The Committee recommended consideration be given to how invest to save models and further collaborative working and sharing of best practice across local authorities regarding ICT and use of		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	artificial intelligence could expedite savings. (COSC)		
Supplementary Recommendations: <u>Education, Early Years and Young People:</u>			
30	<u>Recovery Plans</u> Whilst noting that schools in a deficit budget position of over £50,000 must prepare a Deficit Recovery Plan that is carefully monitored, the Panel recommended that consideration be given to implementation of a similar plan to allow for schools who have a significant surplus to be similarly monitored. (BREP)		
31	<u>Clear Direction on Efficiency Savings</u> The Panel recommended that there be clear direction to School Governing Bodies on how they may be able to make efficiency savings, e.g. shared senior leadership teams, federated arrangements, etc. and that such direction needed to demonstrate clear figures on the savings that could be achieved. (BREP)		
32	<u>Schools Funding Formula</u> The Panel discussed the possibility of changing the schools funding formula in order to try and balance the schools' deficit and surplus positions and recommended that the Chair and Vice Chair of the School Budget Forum who are invited to the		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
	January meeting of SOSC 1 be asked for Headteacher views on the topic. (BREP)		
33	<u>Back Office Services</u> The Panel referred to the amalgamation of the Education Engagement Team and Educational Welfare Service which had resulted in significant savings being made and front loaded into this financial year and recommended that this be used for learning as an example of best practice, to ensure that back office services run efficiently and that the delegation of funding to schools is optimal. (BREP)		
Supplementary Recommendations and Requests for Information: <u>Social Services and Wellbeing Directorate:</u>			
34	<u>Use of S106 Agreements</u> The Panel referred to potential future large scale housing developments being an opportunity to provide specialist housing in a different way via Section 106 agreement contributions. The Panel recommended that consideration be given to entering into S.106 agreements to provide an Extra Care style accommodation model or equivalent, recognising that the model is cost effective for the Authority and provides good outcomes for residents to live more independently for longer and those eligible can claim housing benefit. (BREP)		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	Scrutiny Recommendation:	Cabinet Response:	Accepted/ Partially Accepted / Not Accepted:
35	<u>Additional Resource in Continuing Healthcare</u> The Panel referred to the specialist social worker with the relevant expertise that takes the lead in supporting the team in relation to the Continuing Healthcare (CHC) process. The Panel recommended that consideration be given to allocating additional resource to Adult Social Care to recruit an additional specialist social worker in order to accelerate savings associated with CHC. (BREP)		
36	The Committee recommended that there be an all Member briefing on the use of artificial intelligence within the Social Services and Wellbeing Directorate and how it is envisaged it could safely aid a reduction in staff numbers. (SOSC 2)		
Supplementary Recommendations: <u>Communities Directorate:</u>			
37	<u>Porthcawl Metrolink:</u> Members discussed the Porthcawl Metrolink Station and the justification behind having to pay ongoing revenue costs. They expressed their frustration that when first scrutinising the Metrolink Station they were not informed of the ongoing costs of £100,000 a year until the other redevelopment went ahead.		

SCRUTINY RECOMMENDATIONS ON THE MEDIUM TERM FINANCIAL STRATEGY 2025-26 TO 2028-29

	The Committee recommended that any potential revenue liabilities associated with future capital programmes and projects be looked into and predicted as far as possible and fully disclosed when the decisions are made, especially in this time of austerity. (SOSC 3)		
38	<u>Highways</u> Members expressed concerns over the current conditions of highways within the County Borough and the time taken to action any reported issues. Members questioned whether the proposed approximate £1M increase for Capital funding was sufficient to cover the work needed in the forthcoming year. The Committee recommended that consideration be given to whether there is any additional funding that could be allocated to this budget to ensure Highways are maintained to an optimal standard. (SOSC 3)		

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	UPDATE ON LOCAL LAND CHARGES NATIONAL PROGRAMME
Report Owner / Corporate Director:	CHIEF EXECUTIVE
Responsible Officer:	GARY ENNIS – GROUP MANAGER BUSSINESS SUPPORT
Policy Framework and Procedure Rules:	There is no effect upon the Policy Framework and Procedure Rules.
Executive Summary:	The migration of Local Land Charges data to the HM Land Registry (HMLR) is scheduled to go live from 20th February 2025. After migration, the Council will no longer provide local searches as this will all be done through the National database.

1. Purpose of Report

- 1.1 The purpose of this report is to update Cabinet in relation to the Local Land Charges National Programme and the schedule for Bridgend County Borough Council (BCBC) to migrate across its Local Land Charges data.

2. Background

- 2.1 In 2015, HM Land Registry (HMLR) was given the authority under the Infrastructure Act 2015 to create a single, national, digital register of Local Land Charges (LLC) across England and Wales. It is the Government's ambition that the national register becomes a trusted and guaranteed source of LLC information, containing all local authority records in England and Wales by 2025. This is a historic step forward in the ambition to make the home-buying process simpler, faster and cheaper. HMLR is working in partnership with local authorities to standardise and migrate local land charges register information to one accessible place.
- 2.2 Anyone will be able to access the national register 24/7. Each search result will provide details of entries on the local land charges register relating to the land or property concerned. Local authorities will continue to provide replies to CON29 enquiries, such as nearby road schemes or outstanding notices, which may affect a purchaser's decision on whether or not to proceed. Once the Council's local land charges data has been migrated to HMLR members of the public will no longer be able to get a local land charges search from the Council.

2.3 The benefits of the central register will be as follows:

- Guaranteed search results that provide the highest level of due diligence
- The full spatial extent of every charge appears on the search result
- Standard £15 fee for each search
- Consistent quality of data which provides clear and accurate search results
- Instant online search results with 24/7 access to the data, reducing delays in receiving search results
- Unlimited repeat searches for six months to check for any new charges before completing a transaction
- Search history dashboard giving access to previous searches at any time.

2.4 The geospatial data set created by HMLR will bring the following benefits to the Council:

- data that can be shared across different departments to help deliver services more effectively and transparently;
- spatial data which can be overlaid with other mapping systems to provide a holistic picture of the Council's assets, locally maintained areas and features;
- free access to spatial data which will allow staff to self-serve when answering queries, reducing the number of requests for information between departments.

3. Current situation/proposal

3.1 A report was presented to Cabinet on 15th November 2022 detailing the proposal to migrate the land charges data to HMLR with a commitment to update Cabinet on progress at an appropriate time.

3.2 A delivery plan was originally signed off with an expected implementation date for the system to go live with HM Land Registry at the end of June 2024 but, due to a number of factors, this was delayed. A new delivery plan was signed off in April 2024, setting the implementation date of 3rd April 2025 for the migration of data from the Council's Land Registry system.

3.3 The migration has now been signed off by HMLR and is due to go live on the 20th February 2025, ahead of schedule. At that point, anyone will be able to access the national register for any entries on the local land charges register relating to the land or property concerned. The Council will no longer provide that service but will continue to provide replies to CON29 enquiries, such as nearby road schemes or outstanding notices, which may affect a purchaser's decision on whether or not to proceed.

4. Equality implications (including Socio-economic Duty and Welsh Language)

4.1 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.

- 4.2 There is an assisted digital process that will be available for anyone who cannot access the HMLR GOV.UK Service. Essentially customers will contact their LLC Processing Team and they will undertake the search on their behalf.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 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.

6. Climate Change Implications

- 6.1 The climate change implications were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the environment because of this report.

7. Safeguarding and Corporate Parent Implications

- 7.1 The safeguarding and corporate parenting implications were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon safeguarding and corporate parenting because of this report.

8. Financial Implications

- 8.1 The cost of migrating to the central register was fully funded by HMLR and an allocation of £75,000 was made for the project of which £25,000 was received in 2023/24 with the balance of £50,000 to be received before implementation.
- 8.2 A further payment next year is expected from HMLR to cover additional activities undertaken in the period immediately after the Council goes live and work in applying to add, vary and cancel charges that is additional to that required under the previous process. This is anticipated to be c£23,000.
- 8.3 The Council will lose the income generated from search fees. The Medium Term Financial Strategy approved by Council in February 2022 included a £500,000 budget pressure to mitigate emerging pressures, to be allocated in line with need. In the Budget monitoring 2022-23 – quarter 1 revenue forecast to Cabinet on 19 July 2022 it was reported that £66,780 of this budget pressure was allocated to address this shortfall in income

9. Recommendation

- 9.1 It is recommended that Cabinet note the report.

Background documents

None

This page is intentionally left blank

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	REVISED PROTOCOL FOR STREET NAMING AND NUMBERING
Report Owner / Corporate Director:	CHIEF EXECUTIVE
Responsible Officer:	GARY ENNIS – GROUP MANAGER BUSINESS SUPPORT
Policy Framework and Procedure Rules:	There is no effect upon policy framework or procedure Rules.
Executive Summary:	The report seeks cabinet approval for a revised Street Naming and Numbering Protocol. The new protocol provides clearer guidance for developers and applicants as well as transparency in the process that the council will follow when processing applications.

1. Purpose of Report

- 1.1 The purpose of this report is to seek Cabinet approval for a revised Street Naming and Numbering protocol.

2. Background

- 2.1 The current Street Naming and Numbering Protocol was last revised in September 2007, when charges were introduced. There are a number of reasons that require the protocol to be updated, including providing more details to developers and applicants about what the council will accept for street names and property names, particularly in the light of national issues that have arisen regarding now discredited individuals whose surnames were used on a number of streets and names of buildings.

3. Current situation / proposal

- 3.1 The new Protocol attached at Appendix A, is much more detailed than before and provides clear and transparent guidance for developers and applicants on the various processes covered under Street Naming and Numbering: -

- New residential developments.
- New commercial developments.
- Adding or changing a house name.

- Converting an existing building.
- Renaming a street; and
- Renumbering existing properties,

3.2 Each type of process detailed above has a 'General Principles' section, detailing an outline of the procedure and how to make an application to the council. This is followed by a section on the process that is undertaken by the Council as well as what the council will accept in terms of street and property names and how numbering will be applied.

3.3 In consideration of the Welsh Language (Wales) measure 2011, the council will enforce the use of Welsh only street names for all new streets.

3.4 The new protocol will not only provide clear guidance for developers and applicants on what to expect when they make an application, but also transparency of the process that the council undertakes when considering all applications.

4. Equality implications (including Socio-economic Duty and Welsh Language)

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

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

5.1 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.

6. Climate Change Implications

6.1 The climate change implications were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the environment because of this report.

7. Safeguarding and Corporate Parent Implications

7.1 The safeguarding and corporate parenting implications were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon Safeguarding and Corporate parenting because of this report.

8. Financial Implications

8.1 There are no financial implications from this report.

9. Recommendation

9.1 It is recommended that Cabinet approve the new Street Naming and Numbering Protocol.

Background documents

None

This page is intentionally left blank

Street Naming and Numbering

Protocol and Guidance

Bridgend County Borough Council

January 2025

Bridgend County Borough Council

Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr



www.bridgend.gov.uk



Contents

- 1.0 [Introduction](#)
- 2.0 [New residential developments](#)
- 3.0 [New commercial developments](#)
- 4.0 [Adding or changing a house name](#)
- 5.0 [Converting an existing building](#)
- 6.0 [Renaming a street](#)
- 7.0 [Renumbering existing properties](#)
- 8.0 [Bridgend County Borough Council Address Gazetteer](#)
- 9.0 [Guidance for applications](#)
- 10.0 [Charges](#)
- 11.0 [Retention Policy](#)
- 12.0 [Useful contacts](#)

Street Naming and Numbering Protocol

1.0 Introduction

1.1 Protocol Statement

- 1.1.1 The purpose of this document is to provide advice and guidance with regards to Street Naming and Numbering in Bridgend County Borough.
- 1.1.2 Local authorities have a statutory responsibility for Street Naming and Numbering (SNN) under the provisions of the Public Health Act 1925 – sections 17 to 19. This applies to all property numbers or names and street/road name allocations, whether properties are new developments or not.
- 1.1.3 The purpose is to control SNN and ensure it is consistent, which is fundamental to the process of address creation. Maintaining a high standard is essential for: -
 - quickly locating addresses for emergency vehicles
 - correctly delivering mail
 - reliable delivery of services and products
 - consistent address management to help statutory bodies.
 - companies to accept an address for official purposes e.g. insurance, credit rating.
- 1.1.4 Agreed national standards (BS7666) and a set of Data Entry Conventions provide explicit directions on SNN.

1.2 Welsh Language considerations

- 1.2.1 As a Welsh unitary authority Bridgend County Borough Council is subject to the provisions contained in the Welsh Language (Wales) measure 2011. The Council recognises the importance of Welsh in the naming of streets and will enforce new streets to have a single, Welsh form of the name.
- 1.2.2 The Welsh Language Commissioner is responsible for developing and promoting all aspects of the Welsh language.

1.3 General Principles

- 1.3.1 The Authority has a statutory function to allocate property names/numbers and street names for new builds and conversions and for house name changes/additions within the County Borough. Post towns and postcodes are allocated by Royal Mail once it has been officially named and numbered by Bridgend County Borough Council.

- 1.3.2 Occasionally, properties may have been registered with an incorrect postcode and we can investigate and liaise with Royal Mail in an effort to resolve any problems.
- 1.3.3 For new developments problems may arise from converting a building into several properties or not registering a new development properly. To solve these issues, the usual steps for naming and numbering can be made retrospectively.
- 1.3.4 Applicants should consult with Bridgend County Borough Council at the earliest opportunity to avoid potential delays.
- 1.3.5 Care should be taken to avoid any inferred postal addresses or postcodes to potential occupiers before formal approval has been issued by the Council.
- 1.3.6 Applications will only be taken from property owners or agents acting on their behalf.
- 1.3.7 Relevant Planning Application numbers should be provided on the application form.
- 1.3.8 All new build properties and conversions should have the appropriate Planning Permission in place. Where consent is granted with conditions, properties will only be registered NYB (Not yet Built) until the conditions are met.
- 1.3.9 Fees are payable for all applications. Fees can be paid over the phone using a credit or debit card. Please see our website for the most up to date charges.
- 1.3.10 It is the responsibility of the developer/owner/occupier to ensure the allocated name/number is clearly displayed on their property. This is vital for identifying the property e.g. in the case of emergency services.
- 1.3.11 The Council liaises between the developer/owner and the Royal Mail. It is the responsibility of the developer/owner to inform all other relevant bodies of any changes e.g. Land Registry, house deeds, mortgage company etc.

2.0 New residential developments

2.1 General Principles

- 2.1.1 For any new build or converting a building into several units, developers must make an application to our Street Naming and Numbering Officer.
- 2.1.2 Applications should be emailed to streetnamingandnumbering@bridgend.gov.uk and should include:
 - a completed SNN application form

- an appropriately scaled site plan showing delivery points/letterboxes
- a location plan, showing the position of the site in relation to surrounding streets/area.
- contact details of the person who is able to pay the appropriate fee – please see our website for up-to-date charges

2.1.3 In the process, we will create a numbering schedule so Royal Mail can assign the relevant postcodes.

2.2 Process

2.2.1 Where a road/roads are to be put up for adoption by the Council, the Council must consult with the relevant town or community councils, Royal Mail and Bridgend County Borough Council Councillors. This process can take 12 weeks and it is the developer's responsibility to allow sufficient time for the consultation.

2.2.2 Where it is not intended to put a road/roads up for adoption by the Council, then street names are agreed between the developer, the Street Naming and Numbering Officer and the Royal Mail.

2.2.3 The street name is agreed.

2.2.4 50% of the properties should be under construction before a numbering schedule is made. This avoids the need for re-numbering due to variations in construction phases.

2.2.5 If renumbering is required, a further fee will be payable as per the charges on the website.

2.2.6 Royal Mail are issued with a numbering schedule so they can allocate postal codes to properties.

2.2.7 The Plot to Postal Schedule is then sent to the developer.

2.2.8 The Royal Mail will register the properties NYB (Not Yet Built). It is the responsibility of the developer to notify the Royal Mail once properties become ready for occupation, using their online form. The Royal Mail will then add them to their PAF (Postal Address File) database.

2.2.9 Developers need to be aware that although the on-line service at www.royalmail.com should reflect changes after 2 working days, corrections/additions to the database can take several months to filter through to end users of Postcode Address File data. The Royal Mail has no jurisdiction over how often external companies update their databases.

- 2.2.10 It is the responsibility of the developer to install the initial street name boards in accordance with national standards. House numbers should also be clearly displayed.

2.3 Naming of Streets

- 2.3.1 Developers are asked to suggest names for new streets or buildings, however the Council will enforce new streets to a single, Welsh form of the name. These will be considered during the consultation, but any new name must relate to a site's history, geography or natural features. A list of historical place names can be found at <https://historicplacenames.rcahmw.gov.uk/>
- 2.3.2 The naming of streets after individuals can be a subjective issue therefore Bridgend do not allow this.
- 2.3.3 Consent must be sought by the Council if the name has Royal connotations. This can be obtained from the Lord Chamberlain's Office by emailing RoyalNames@cabinetoffice.gov.uk.
- 2.3.4 Street names which may be seen as advertising or allowing commercial gain may not be used.
- 2.3.5 Street names which can be deliberately misinterpreted or are aesthetically unsuitable should be avoided e.g. Hoare Road.
- 2.3.6 Any street names which could be considered racist, obscene or would contravene any aspect of the Bridgend County Council equal opportunities policies will not be acceptable.
- 2.3.7 Subsidiary names i.e. a row of buildings within an already named road (e.g. '...Terrace') should be avoided.
- 2.3.8 Street names beginning with "The" or "A" should be avoided.
- 2.3.9 Street names should not include words that end in "s" if they can be construed as either possessive or plural e.g. "Freds Road".
- 2.3.10 Abbreviations should not be used, except for "St" to replace "Saint".
- 2.3.11 New street names must be in Welsh only. (Historically named bilingual streets however will not be changed.)
- 2.3.12 The use of North, South, East or West as a suffix is generally not acceptable, however, it is acknowledged that in exceptional circumstances it may be appropriate to do so to facilitate identification.

2.3.13 Streets in close proximity should not be given the same name with a different suffix e.g. Birch Close, Birch Walk.

2.3.14 New street names which end with one of the following suffixes (or prefixes in the case of Welsh language names) should be applied in the following context: -

- Road - for any road or thoroughfare
- Avenue - for any road or thoroughfare
- Drive - for any road or thoroughfare
- Street - for any road or thoroughfare
- Way - for any road or thoroughfare
- Grove - for residential roads
- Mews - for residential roads
- Place - for residential roads
- Villas - for residential roads
- Gardens - for residential roads (Provided there is no confusion with local open space)
- Close - for cul-de-sac only
- Court - for cul-de-sac and residential blocks only
- End - for cul-de-sac only
- Circle - for roads with same start and end point
- Crescent - for a crescent shaped road
- Square - for a square only
- Terrace - for a terrace of houses
- Hill - for hillside road only
- Ridge - for hillside road only
- Rise - for hillside road only
- Row - for residential roads in appropriate circumstance
- Vale - for residential roads in appropriate circumstance
- View - for residential roads in appropriate circumstance
- Common - for roads in appropriate circumstance
- Parade - for roads in appropriate circumstance
- Park - for roads in appropriate circumstance
- Reach - for roads in appropriate circumstance
- Lane - for any road or thoroughfare in a rural area (Or in appropriate circumstance)
- Meadow - for any road or thoroughfare in a rural area
- Mead - as an alternative to above
- Dene - for roads with historic link to wooded valley
- Wharf - for roads parallel or adjacent to navigable waterways
- Circus - for a large roundabout
- Walk - for pedestrian ways
- Path - for pedestrian ways
- Footpath - for pedestrian ways

2.3.15 For blocks of apartments, buildings should preferably end with one of the following suffixes (or prefixes in the case of Welsh language names):

- House
- Court
- Lodge
- Apartments
- Point
- Mansion
- Tower
- Heights

2.4 Numbering of Properties

2.4.1 All properties should be allocated a number. The following protocols will be applied to new development schemes and will include: -

- Odd property numbers allocated to the left of the proposed new street running from start to end of street.
- Even property numbers allocated to the right of the proposed new street running from start to end of street.
- Short cul-de-sac and small-scale development will be numbered consecutively in a clockwise direction. Longer cul-de-sac development will again be numbered with odd property numbers allocated to the left and even property numbers allocated to the right.
- The property number 13 may be omitted from property numbering schemes, primarily as a consequence of historic requests for change.
- Where a street numbering sequence may not exist, predominantly in rural areas, it will be appropriate to allocate agreed property names. However, all approved property names should be addressed directly to the nearest officially designated street name where possible, to enable emergency services to locate a property quickly.
- **Infill development** (new properties built between existing properties or in the grounds of an existing property) on a numbered street will be given the same house number as the property preceding the infill followed by a suffix of 'A', 'B' etc. For example, 24A, 24B.
- Properties, in particular those occupying corner sites, will be numbered or named according to the street in which the main entrance is accessed and located. The manipulation of property names or numbers in order to secure a more prestigious address or to avoid an address, which is

thought to have undesired associations, will not be permitted.

- Blocks of flats and apartments should be given a name (and a number where appropriate) but each individual flat or apartment will be numbered consecutively in a clockwise direction from the main entrance. Higher floors should continue the numbering sequence in a clockwise direction from the entrance out of the stairwell/lift. Flats should be numbered as Flat 1 or Apartment 1 etc.

3.0 New commercial developments

3.1 General Principles

- 3.1.1 The procedure for commercial developments will cover all developments for industrial estates, shopping centres, arcades, retail parks and open-air precincts.
- 3.1.2 In order to minimize confusion, the address of each commercial property should be a sustainable address that can be re-used regardless of the business or organisation that occupies the property. Appropriate unit numbers will be allocated which will remain constant even in the event that the business who occupies the premises should change. The unit number should be displayed prominently on each building.
- 3.1.3 Where appropriate a name will be given to an industrial estate. All commercial properties should be individually numbered or named apart from exceptional circumstance where the business or organisation name is the only way of uniquely identifying the property.
- 3.1.4 Applications should be emailed to streetnamingandnumbering@bridgend.gov.uk and should include: -
- a completed SNN application form
 - an appropriately scaled site plan showing delivery points/letterboxes
 - a location plan, showing the position of the site in relation to surrounding streets/area.
 - contact details of the person who is able to pay the appropriate fee – please see our website for up-to-date charges

3.2 Process

- 3.2.1 It should be noted that names for Shopping Centres, Retail Parks and Industrial Estates etc. are subject to the same principles as those outlined for street or building names which are set out in Sections 2 and 4. It is recommended that contact is made with the Street Naming & Numbering team at the earliest stage

of development so proposed naming and numbering schemes can be agreed from the outset.

3.3 Naming of Streets/Sites

- 3.3.1 For shopping arcades and malls, a name will be agreed and each shop or unit within will be required to have its own unique number, e.g. 18 The Rhiw, Bridgend
- 3.3.2 If the shopping centre, arcade, mall, retail park, shopping precinct or retail park comprises of more than one officially named street, the properties will be numbered to the street from which it is deemed they have their main or primary access.
- 3.3.3 For larger developments and industrial estates, an approved locality will be assigned to assist in identification, e.g. Unit 1, Bennett Street, Bridgend Industrial Estate, Bridgend

3.4 Numbering of Properties

- 3.4.1 Commercial properties which contain multiple offices, office suites or units should ensure that each is uniquely identified preferably by a numbering scheme. For example, Suite 1, Suite 2

4.0 Adding or changing a house name

4.1 General Principles

- 4.1.1 In order to add or change an existing house name to a property, developers must make an application to our Street Naming and Numbering Officer. There is a charge for this service. See our website for charges.
- 4.1.2 Applications should be emailed to streetnamingandnumbering@bridgend.gov.uk and should include: -
 - a completed SNN application form
 - a location plan showing the property in relation to surrounding streets/area.
 - contact details of the person who is able to pay the appropriate fee – please see our website for up-to-date charges

4.2 Process

- 4.2.1 Once a house name is agreed between the developer/owner and the Street Naming and Numbering Officer, the Royal Mail are consulted, and they will add the name to their PAF (Postal Address File) database.
- 4.2.2 Developers need to be aware that although the on-line service at www.royalmail.com should reflect changes up to 1 month later, corrections/additions to the database can take several months to filter through to end users of Postcode Address File data. The Royal Mail has no jurisdiction over how often external companies update their databases.
- 4.2.3 It is the responsibility of the owner/developer to update any legal documents, such as Land Registry, mortgages and insurances etc.

4.3 Naming a Property

- 4.3.1 The allocation of a property name will be permitted where an existing numbering scheme is in place. The name will be an addition to the number and not a replacement.
- 4.3.2 Where a property already has a name, this can be changed.
- 4.3.3 In all cases, the proposed name must not already be in use by any other property, nor sound too similar to any other property name, in the area. A detailed check will be undertaken on receipt of the application to avoid duplication.
- 4.3.4 Names that contravene the Council's Strategic Equality Scheme and the Equality Act 2010 or that could be construed as offensive or obscene or are open to misinterpretation will not be accepted.
- 4.3.5 When considering applications for a change to a property name that appears in an official address there will be a requirement for the Council to check the proposal against the list of historic place names. If there is good evidence that the property has a historic name that has appeared on historic mapping, then the Council will ask the applicant to reconsider the proposed change and retain, or perhaps adopt, the historic name. Historic place names can be found at <https://historicplacenames.rcahmw.gov.uk/>
- 4.3.6 Consent must be sought by the Council if the suggested name has Royal connotations. This can be obtained from the Lord Chamberlain's Office by emailing RoyalNames@cabinetoffice.gov.uk
- 4.3.7 The naming of a property after individuals (either living or deceased) can be a subjective issue therefore Bridgend County Borough Council do not allow this.

5.0 Converting an existing building

5.1 General Principles

- 5.1.1 In order to convert an existing building, developers must make an application to our Street Naming and Numbering Officer. There is a charge for this service. See our website for charges.
- 5.1.2 Buildings may be converted from a single dwelling to multiple flats having a single point of entry or multiple points of entry. Conversely, multiple properties may also be merged to form one property.
- 5.1.3 Applications should be emailed to streetnamingandnumbering@bridgend.gov.uk and should include: -
- a completed SNN application form
 - an appropriately scaled site plan showing delivery points (letterboxes) for each unit
 - a location plan, showing the position of the site in relation to surrounding streets.
 - contact details of the person who is able to pay the appropriate fee – please see our website for up-to-date charges

5.2 Process

- 5.2.1 The naming/numbering is agreed.
- 5.2.2 Royal Mail are issued with a numbering schedule, and they will confirm the postcode.
- 5.2.3 The Plot to Postal Schedule is sent to the developer.
- 5.2.4 The Royal Mail will register the properties NYB (Not Yet Built). It is the responsibility of the developer to notify the Royal Mail once properties become ready for occupation, using their online form. The Royal Mail will then add them to PAF (Postal Address File).
- 5.2.5 Developers need to be aware that although the on-line service at www.royalmail.com should reflect changes after 2 working days, corrections/additions to the database can take several months to filter through to end users of Postcode Address File data. The Royal Mail has no jurisdiction over how often external companies update their databases.

- 5.2.6 It is the responsibility of the developer to make sure numbers are clearly displayed.
- 5.2.7 It is the developer's responsibility to update any legal documents such as Land Registry, mortgages and insurances etc.

5.3 Numbering of Properties

- 5.3.1 The conversion or sub-division of a residential property resulting in a single point of entry from which all the flats are accessed will be numbered rather than described or lettered. e.g. "Flat 1, 24 Wyndham Street" is acceptable; "First Floor Flat" or "Flat A" are not acceptable.
- 5.3.2 Conversion or sub-division of a residential property resulting in multiple points of entry with each flat having its own separate front door from the designated street, will include a suffix to the primary parent or shell address, e.g. 24A Wyndham Street, 24B Wyndham Street etc.
- 5.3.3 Where a property is named and not numbered, and the conversion or sub-division results in multiple points of entry, then the building will maintain the name as a whole. Each sub-division will be numbered accordingly e.g. Flat 1 Bridgend House; Unit 1 Bridgend House etc. Each front door should be signed to reflect the internal layout and the building should be clearly identified.
- 5.3.4 A merged property will utilise the numbers of the original properties where premises numbers are used.
- 5.3.5 e.g. merging of two properties at 4 High Street and 6 High Street would result in a new address of 4 – 6 High Street. Similarly, Unit 1 Trading Estate and Unit 2 Trading Estate will result in a new address of Unit 1-2 Trading Estate.

6.0 Renaming a street

6.1 General Principles

- 6.1.1 The alteration of a street name in Bridgend is undertaken within the provision of the Public Health Act 1925, Section 18 ~ Alteration of a street name.
- 6.1.2 The Council by order may alter the name of any street, or part of a street, or may assign a name to any street, or part of a street, to which a name has not been given.

6.2 Process

- 6.2.1 Not less than one month before making an order under this section, the Council shall cause notice of the intended order to be posted at each end of the street, or part of the street, or in some conspicuous position in the street or part affected.
- 6.2.2 Every such notice shall contain a statement that the intended order may be made by the Council on or at any time after the day named in the notice, and that an appeal will lie under this Act to a petty sessional court against the intended order at the instance of any person aggrieved.
- 6.2.3 Any person aggrieved by the intended order of the Council may, within twenty-one days after the posting of the notice, appeal to the Magistrates Court.
- 6.2.4 In the event that an existing street name is required to be altered or a street name is assigned to a street to which a name has not been previously given, existing residents will be fully consulted.
- 6.2.5 Where residents request the naming or renaming of an existing street and where at least two thirds of residents are in agreement, an application may be made to change the name of a street. The application will require specific reasons in relation to the request which will include the choice of the new name. The new name must adhere to the principles set out within the policy.
- 6.2.6 It is the responsibility of the resident(s) proposing the change to consult with all other residents of the street and obtain signed agreements which clearly state that they understand the implications of a change of name. Each resident must also agree to pay all costs associated with the renaming in regard to their own property e.g. the change of name on all legal documents such as house deeds, mortgages, insurances etc.

7.0 Renumbering Existing Properties

7.1 General Principles

- 7.1.1 The re-numbering of existing properties will be considered when changes occur which give rise (or are likely to give rise) to problems for the delivery of services or issues identified by the emergency services. This may apply where a new development cannot be accommodated within the existing numbering sequence. As the process can be time consuming and can result in additional cost, disruption, or inconvenience to individual occupiers, it should be avoided wherever possible.
- 7.1.2 For new developments within an existing street the use of suffixes, or renumbering where just a few properties are affected, is preferable to wholesale

re-numbering of a street. However, this is not always possible, and the renumbering of properties will be at the discretion of Bridgend County Borough Council.

8.0 Bridgend County Borough Council Address Gazetteer

8.1 As a local authority, the Council are required to manage and maintain a Corporate Address and Street Gazetteer with regular change updates being provided to the respective National Address and Street Gazetteer central hub.

9.0 Guidance for applications

9.1 How to apply

- Visit the website at www.bridgend.gov.uk/residents/planning-and-building-control/street-signs-names-and-numbers/
- Email streetnamingandnumbering@bridgend.gov.uk
- Contact the SNN team on (01656) 643643.

9.2 What is required?

9.2.1 Applications should be emailed to streetnamingandnumbering@bridgend.gov.uk and should include: -

- a completed SNN application form
- an appropriately scaled site plan showing delivery points/letterboxes.
- a location plan, showing the position of the site in relation to surrounding streets.
- contact details of the person who is able to pay the appropriate fee – please see our website for up-to-date charges.

10.0 Charges

Service	Charges 24/25 Inc VAT
Change of house name / new house name	£42.85
Confirmation of postal address –e.g. solicitors and conveyances purposes	£42.85
Conversion of an existing registered building into individual flats/units	£205.15
Naming and numbering developments (1 – 5 plots)	£205.15
Naming and numbering developments (more than 5 plots)	£426.95

11.0 Retention Policy

11.1 All documents are retained in accordance with Bridgend County Borough Council's Document Retention Policy

12.0 Useful contacts

- BCBC website address: www.bridgend.gov.uk/residents/planning-and-building-control/street-signs-names-and-numbers/
- BCBC email address: streetnamingandnumbering@bridgend.gov.uk
- Royal Mail postcode checker: www.royalmail.com/find-a-postcode
- Land Registry email address: customersupport@landregisrty.gov.uk

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	SCHOOL ADMISSIONS POLICY 2026-2027
Report Owner / Corporate Director:	CORPORATE DIRECTOR – EDUCATION, EARLY YEARS AND YOUNG PEOPLE
Responsible Officer:	EMMA GILES SENIOR PUPIL SERVICES OFFICER
Policy Framework and Procedure Rules:	There is no effect upon the policy framework or procedure rules.
Executive Summary:	The admission of pupils is a statutory responsibility, which supports the raising of educational standards and the well-being of children, young people and their local communities. The applicable legislation requires that the school admission arrangements for 2026-2027 are determined by 15 April 2025.

1. Purpose of report

- 1.1 The purpose of this report is to seek Cabinet approval for the School Admissions Policy 2026-2027 (see Appendix A).

2. Background

- 2.1 Welsh Government's School Admissions Code 2013 (the Code) imposes requirements on local authorities and admission authorities, regarding the discharge of duties in respect of school admissions. The Council must act in accordance with the Code, as determined by the School Standards and Framework Act 1998.
- 2.2 As part of the statutory process the local authority has a duty to consult with stakeholders as identified in the Code. This includes the governing bodies of all schools in Bridgend (including voluntary-aided and voluntary-controlled schools), all neighbouring local authorities and the bodies representing the religion or religious denomination of faith schools in Bridgend.
- 2.3 The local authority is required to publish annually an admissions policy and guidance on the admission arrangements for its schools. These are published on the local authority's website. The policy and arrangements include details of the published admission number (PAN) for each school in Bridgend for which the local authority is the admissions authority.

- 2.4 The PAN for a school is the number of pupils that can be admitted to any year group for statutory-age pupils. The PAN for each school reflects the outcome of calculations undertaken in accordance with the capacity assessment method set out in the Welsh Government guidance document 'Measuring the capacity of schools in Wales'. There are no changes to the PAN proposed for any school for the 2026-2027 school year.

3. Current situation/proposal

- 3.1 The statutory Bridgend Admissions Forum agreed a draft School Admissions Policy for 2026-2027, as per the requirements under the Code, in October 2024.
- 3.2 The aforementioned consultation on the 2026-2027 policy took place with all parties between 23 October 2024 and 22 November 2024.
- 3.3. There were no responses received.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1. An initial Equality Impact Assessment (EIA) screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh Language. It is therefore not necessary to carry out a full EIA on this policy or proposal.
- 4.2 It is a statutory duty that admission authorities are mindful of their duties with regards to equalities legislation. The School Admissions Policy 2026-2027 adheres to these requirements.
- 4.3 A Welsh Language Impact Assessment has been carried out (see Appendix B). The outcome of the assessment is that the local authority's proposed School Admissions Policy for 2026-2027 should have a neutral impact on opportunities for persons to use the Welsh language, opportunities to promote the Welsh language, the Council's compliance with the statutory Welsh Language Standards and treating the Welsh language no less favourably than the English language.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The Well-being of Future Generations (Wales) Act 2015 assessment has been completed. A summary of the implications from the assessment relating to the five ways of working is as follows:

Long-term

The school admissions policy sets out how the local authority will balance the discharge of its statutory duty in relation to parental preference, the need to safeguard the delivery of effective education and the safety of pupils, and the need to support pupils in particular circumstances (for example, learners with specific vulnerabilities), in circumstances where the applications for places at a school exceed the number of available places.

Prevention

Consultation on the school admissions policy allows stakeholders to raise issues or make comments on proposals, for consideration of appropriate actions.

Integration

The school admissions policy supports the provision of education in the communities in which pupils live.

Collaboration

Each year the local authority works in conjunction with key stakeholders to develop proposed school admission arrangements for those schools for which it is the admissions authority.

Involvement

In accordance with the specified requirements of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 and the School Admissions Code 2013, the local authority consults each year on the proposed admission arrangements for those schools for which it is the admissions authority. Consultation takes place beginning two years before the school year in which the admission arrangements will apply.

- 5.2 A summary of the implications from the assessment relating to the Council's new seven well-being objectives, is as follows:

1 A County Borough where we protect our most vulnerable

The local authority's School Admissions Policy 2026-2027 adheres to the statutory requirements to ensure that admissions for vulnerable learners are processed as detailed in the Welsh Government's School Admissions Code 2013. Section 8 of the School Admissions Policy (see Appendix A) ensures fair access to mainstream school places for individual children within the specific groups, in accordance with the defined terms of reference.

2 A County Borough with fair work, skilled, high-quality jobs and thriving towns

Access to good education and ensuring children have equal opportunities to realise their potential are critical to helping young people acquire the knowledge and skills they need for work. The School Admissions Policy 2026-2027 ensures the statutory requirements are met to provide an admissions system that is accessible to all, encompassing the principles of fairness, consistency and openness across all aspects of school admissions. It plays a crucial role in delivering equality of opportunity.

3 A County Borough with thriving valleys communities

Access to good education, raising standards of achievement and ensuring children have equal opportunities to realise their potential, wherever they may reside, are critical to helping young people acquire the knowledge and skills they need for work.

The School Admissions Policy 2026-2027 ensures the statutory requirements are met to provide an admissions system that is accessible to all, encompassing the principles of fairness, consistency and openness across all aspects of schools admissions. It plays a crucial role in delivering equality of opportunity.

4 A County Borough where we help people meet their potential

The School Admissions Policy 2026-2027 ensures that children and young people have access to good education and equal opportunities to realise their potential.

5 A County Borough that is responding to the climate and nature emergency

Once approved and published, the School Admissions Policy 2026-2027 will be accessible to all residents online at:

<https://www.bridgend.gov.uk/residents/schools-and-education/school-admissions/apply-for-admission-to-school/>

This will help reduce the local authority's carbon footprint.

6 A County Borough where people feel valued, heard and part of their community

The School Admissions Policy 2025-2026 has regard to the general principle that pupils are to be educated in accordance with the wishes of their parents/carers, so far as that would be compatible with the provision of efficient education and the avoidance of unreasonable public expenditure (section 9 Education Act 1996).

7 A County Borough where we support people to live healthy and happy lives

The local authority's School Admissions Policy 2026-2027 provides children and young people with access to schools and education where they can learn to thrive and make the best use of their talents, live healthy and safe lives, be confident and caring individuals and know and receive their rights.

6. Climate Change Implications

- 6.1 The local authority, as the admissions authority, has a strategic role in considering the impact of net zero carbon and how to deliver this important national initiative.

7. Safeguarding and Corporate Parent Implications

- 7.1 The Education (Admission of Looked After Children) (Wales) Regulations 2009 places a duty on the admission authority to admit children looked after by the local authority, where an application is made by the corporate parent on their behalf. The School Admissions Policy 2026-2027 ensures that the local authority, adheres to this statutory requirement.

8. Financial Implications

8.1 There are no financial implications regarding this report.

9. Recommendations

9.1 Cabinet is recommended to approve the School Admissions Policy 2026-2027 at Appendix A.

Background documents:

None

This page is intentionally left blank



School Admissions Policy 2026-2027

(1 September 2026 – 31 August 2027)

Table of Contents

1. The admission authority	4
1.1 Admission to voluntary controlled schools	4
1.2 Admission to voluntary aided schools	4
1.3 Admissions to sixth forms	5
1.4 Admissions to special schools	5
2. Parental preference	5
3. School catchment areas	7
4. School capacity and published admission number	8
5. Infant class size limit	8
6. Welsh-medium education	9
7. Transport arrangements to attend schools in other local authorities	9
8. Ensuring fair access	10
8.1 Children from overseas and UK children living abroad	10
8.2 Children in receipt of a statement of special educational needs (SEN) or a local authority-maintained individual development plan (IDP)	10
8.3 Children with additional learning needs (but without a statement of SEN or a local authority-maintained IDP)	10
8.4 Children with disabilities	10
8.5 Children with challenging behaviours	10
8.6 Looked-after and previously looked-after children	11
8.7 Gypsy, Roma and Traveller children	12
8.8 Children of serving UK service personnel and other serving Crown Servants (including diplomats)	12
8.9 All vulnerable or hard-to-place children	12
8.10 School 'managed moves'	13
9. Requests for admission outside of the normal age group	13
10. Information or circumstances that the local authority does not consider when making admission decisions	14
11. Equalities	14
12. Data protection and information sharing	15
13. Admissions rounds	15
13.1 Submission of applications	15
13.2 Nursery class admissions rounds	18
13.3 Primary/infant school admission round (Reception year)	25
13.4 Junior school admission round (Year 3)	28
13.5 Secondary school admission round (Year 7)	30
14. Explanations of oversubscription criteria	33
14.1 Looked-after and previously looked-after children	33
14.2 Children in receipt of a statement of special educational needs (SEN) or a local authority-maintained individual development plan (IDP)	33
14.3 Children for whom a placement is essential for medical, psychological, or compelling social reasons	34
14.4 Child's address / place of ordinary residence	34
14.5 Siblings	36
14.6 Multiple birth children	37
14.7 Proximity to school	37
15. The offer process for admissions rounds	38
15.1 Offer dates	38
15.2 Communication of the outcome	38

15.3	Waiting lists.....	38
16.	In-year admissions / transfers	39
16.1	Circumstances in which an in-year admission/transfer application is required.....	39
16.2	School transfers.....	39
16.3	'Advance' requests	40
16.4	Availability of places	40
16.5	Consideration of applications.....	40
16.6	Communication of the outcome	40
16.7	Offer of a place at an alternative school	41
16.8	Waiting lists.....	41
17.	Admission appeals	42
17.1	General.....	42
17.2	Registering an appeal.....	42
17.3	Arrangements for the appeal hearing	43
17.4	Repeat appeals.....	43
18.	The Bridgend Admission Forum	44
19.	Additional information	44
20.	Queries	44
	Appendix A - Admission numbers.....	46

1. The admission authority

The entry of children to schools is controlled and administered by an 'admission authority'. In the case of community schools in Bridgend, the admission authority is Bridgend County Borough Council (also referred to in this document as 'the local authority').

In accordance with the Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999, the relevant area for the admission authority is the geographical area of the County Borough of Bridgend.

Where the local authority is the admission authority, the school's governing body is under a duty to implement the local authority's decisions on applications, and to act in accordance with the local authority's admission arrangements.

The local authority continuously reviews and reserves the right to amend its admissions procedures for statutory and non-statutory education.

The local authority has no arrangements for the provision of education at schools not maintained by the local authority.

1.1 Admission to voluntary controlled schools

The one voluntary controlled school in the Bridgend County Borough is Pen y Fai Church in Wales Primary School, which is financed by the local authority. The admissions criteria are consistent with that of the local authority, as detailed in this policy, and with the Trust Deed of the school. Appeal arrangements are managed by the local authority and are consistent with the provision of the Trust Deed.

1.2 Admission to voluntary aided schools

There are five voluntary aided schools in the Bridgend County Borough, which are financed largely by the local authority. These are:

1. St Mary's Catholic Primary School
2. St Mary's and St Patrick's Catholic Primary School
3. St Robert's Roman Catholic Primary School
4. Archdeacon John Lewis Church in Wales Primary School
5. Archbishop McGrath Catholic High School

The governing body of each voluntary aided school is the admission authority with responsibility for all admission arrangements. Parents/carers who wish to seek admission/s to these schools will need to contact the school/s directly for further information.

1.3 Admissions to sixth forms

The local authority is the admitting authority for Post-16 admissions to sixth forms in the community schools within the Bridgend County Borough. However, the individual schools administer the admission arrangements on behalf of the local authority. Therefore, applications in this category should be made directly to the school.

While the local authority has a policy of open access to schools' sixth forms, the individual schools are responsible for determining and issuing entry criteria on sixth-form admissions.

Admission arrangements for other Post-16 further education institutions are determined by those institutions and applications should be made directly to the institution/s concerned.

1.4 Admissions to special schools

The two special schools in the Bridgend County Borough are Heronsbridge School and Ysgol Bryn Castell. Admissions to these schools are not included within, or subject to the provisions of this policy.

2. Parental preference

2.1 The duty to comply with parental preference

In relation to admissions to primary schools (excluding nursery classes), junior schools and secondary schools (including sixth-forms), the local authority has a statutory duty to have regard to the general principle that pupils are to be educated in accordance with the wishes of their parents/carers, so far as that would be compatible with the provision of efficient education and the avoidance of unreasonable public expenditure (S.9 Education Act 1996).

The local authority applies the same principle of parental preference to applications for non-statutory, nursery education in a local authority-maintained school.

The duty of the local authority to comply with parental preference does not apply where:

1. To admit would be incompatible with the statutory duty to meet infant class size regulations.
2. To admit the child would prejudice the provision of efficient education or efficient use of resources.

3. Where arrangements for entry to a school's sixth form are based wholly on selection by reference to ability or aptitude and compliance with the preference would be incompatible with selection under those arrangements.
4. The child has been permanently excluded from two or more schools. Where this is the case, the local authority is not required to comply with parental preference for a school place for a period of two years from the first school day of the second exclusion.

This disapplication from the requirement to comply with parental preference does not apply to:

- pupils who were below compulsory school age when they were excluded;
- pupils who were reinstated after permanent exclusion or pupils who would have been reinstated following a permanent exclusion had it been practicable to do so;
- pupils with statements of special educational need;
- pupils who are looked-after (the application for admission must be made by the corporate parent), or previously looked-after children (the application for admission must be accompanied by evidence of the previously looked-after status).

2.2 Compliance with parental preference

Within the Bridgend County Borough, each school has an area it serves (its catchment); however, the local authority must allow all parents/carers the opportunity to express a positive preference for the school they wish their child to attend. While most parents/carers are happy to choose their catchment school, it is necessary for that school to be selected by parents/carers on a school admission or in-year school admission/transfer application. The application allows parents/carers to list more than one school in order of preference. The local authority will offer a place at the highest available preferred school.

The local authority is committed to the principle of providing local schools for local children and will make every effort to ensure that parents/carers are able to secure a place for their child/ren at the catchment school, where parents/carers have expressed a positive preference for that school. However, parents/carers must not automatically assume that a place will be available for their child at their catchment school, or any particular school.

The local authority will meet the preferences for admission expressed by parents/carers ahead of those who have expressed no preference. Consequently, for the admissions rounds, parents/carers must ensure they record their preference/s on the school admission application and that the application is submitted to the local authority by the stated deadline.

2.3 Changes to an expressed parental preference

For admission rounds, if the parent/carers wishes to make a change to the school preference/s after the application has been submitted to the local authority:

1. The change must be notified to the local authority **in writing** (email or letter).
2. If the change is notified to the local authority **before** the published closing date for the admission round, the change will be taken into consideration in the application of oversubscription criteria and the allocation of places.
3. If the change is notified to the local authority **after** the closing date for the admission round, the school preference/s recorded on the application will be used in the application of oversubscription criteria and the allocation of places. The parent/carers will have the option to complete and submit a late application if the allocated place is at a school that is no longer the preferred school, which would be subject to the provisions relevant to late applications (see section 13.1). However, in these circumstances, the local authority will offer the applicant the option to, instead, maintain the original application and school preference/s.

The admission application form will indicate the maximum number of school preferences that a parent/carers can express. A parent/carers may choose to express a lesser number of school preferences. However, in such a situation, if the local authority cannot offer a place at any preferred school, the local authority will take no further action in respect of the application. The parent/carers will be required to complete and submit a new application for any alternative school, which will be processed as a late application in accordance with the provisions of section 13.1.

3. School catchment areas

3.1 Welsh-medium schools

There are no catchment areas for the Welsh-medium schools within Bridgend.

3.2 All other schools

[School catchment area maps](#) are published on the local authority's website.

Catchment areas are subject to change, with any changes being subject to consultation prior to implementation.

There is no right to, or guarantee of, an offer of a place at a child's catchment area school.

4. School capacity and published admission number

The capacity of a school is the number of pupil places it contains.

Welsh Government has published a capacity calculation methodology for all schools. This aims to provide a robust and consistent method of assessing the pupil capacity of all community, voluntary aided, voluntary controlled and foundation schools in Wales.

A school's calculated capacity is based on existing accommodation at a school and its usage. For statutory-age year groups (Reception to Year 11) the calculated capacity informs the published admissions number for a school.

Appendix A provides the published admission numbers for all schools for which the local authority is the admitting authority.

For a normal year of entry (that is, Reception and Year 7), the local authority must admit pupils up to the published admission number (with the exception of twice-excluded pupils – see section 2).

For all other years, it is not a statutory requirement that the local authority admits pupils up to the published admission number, although the local authority will generally do so. However, in the case of infant classes (Reception, Year 1 and Year 2), infant class size legislation is relevant (see section 5). The local authority is entitled to refuse admission for places in any year other than the normal year of entry (that is, Reception), if offering a place would result in class size prejudice (for example, necessitating that the school employs an additional teacher or creates another classroom when it does not have the resources to do so). This means that the local authority may refuse admission to Year 1 and Year 2 if offering a place would result in class size prejudice, even if the admission number has not been reached in relation to these year groups.

As the published admission number reflects the school's ability to accommodate pupils, the local authority will only exceed the published admission number in exceptional circumstances.

5. Infant class size limit

In order to improve educational standards in schools, The School Admission (Infant Class Size) (Wales) Regulations 2013 limit the number of children in Reception, Year 1 and Year 2 classes to 30 when a single qualified teacher is present.

The local authority will refuse admission to classes in these year groups if an admission would result in the infant class size limit being breached, giving rise to infant class size prejudice, unless the situation is such that an exception to the infant class size limit is permitted by the legislation.

In relation to the Reception year, infant class size prejudice does not arise if the number of pupils in the Reception year has not reached the school's published admission number.

Decisions on the structure of classes at a school are reserved to the headteacher. If a headteacher decides to operate a mixed-age class where some of the pupils in the class are Reception, Year 1 or Year pupils, the infant class size limit will only apply if the majority of the pupils in the class are Reception, Year 1 or Year 2 pupils.

6. Welsh-medium education

There are four Welsh-medium primary schools and one Welsh-medium secondary school located within Bridgend County Borough.

Admission to the Welsh-medium schools in the Bridgend County Borough is controlled by the provisions and criteria specified within this policy.

There are no catchment areas for the Welsh-medium schools in Bridgend.

A parent/carer can make an application for a place for their child at any Welsh-medium school within the county. However, if a parent/carer chooses to apply for place at a Welsh-medium school that is not the nearest Welsh-medium school to the child's place of ordinary residence, and that application is successful, there is no entitlement to free home-to-school transport to that requested school.

Eligibility for school transport only applies where the child's place of ordinary residence is more than two miles from the nearest Welsh-medium primary school or three miles from the nearest Welsh-medium secondary school.

7. Transport arrangements to attend schools in other local authorities

The local authority has in place, the following transport arrangements for pupils wishing to attend schools in other local authority areas:

1. Parents/carers of pupils who live within the catchment area of Abercerdin Primary School may apply to Rhondda Cynon Taf County Borough Council for a school place for their child at Tonyrefail Comprehensive School and, if successful, Bridgend County Borough Council will be responsible for transport.

It is important that parents/carers understand that transport is provided from Year 7 to Year 11 only. No transport is provided for Years 12 and 13.

8. Ensuring fair access

Particular considerations apply in respect of specific groups of children, as detailed below.

The local authority has a Mainstream Fair Access Panel. The panel can consider and make decisions on applications for mainstream school places for individual children within these specific groups, in accordance with the defined terms of reference.

8.1 Children from overseas and UK children living abroad

Welsh Government has issued guidance for admission authorities when processing applications for overseas children. The local authority will process all such applications in accordance with the published guidance.

8.2 Children in receipt of a statement of special educational needs (SEN) or a local authority-maintained individual development plan (IDP)

Where a mainstream place in a community school is the named placement in a final statement of SEN or a local authority-maintained IDP, following consultation, the local authority will admit the child to that school.

8.3 Children with additional learning needs (but without a statement of SEN or a local authority-maintained IDP)

Applications in respect of such children will be considered in the same way as all applications on the basis of the procedures and admission criteria set out in this policy.

If a child is currently being assessed under the ALN system and, at a later date, the local authority concludes that the child should have a local authority-maintained IDP, the appropriate school placement will be addressed as part of that statutory process.

8.4 Children with disabilities

The local authority will comply with the reasonable adjustments duty owed to disabled pupils, as defined in the Equality Act 2010.

8.5 Children with challenging behaviours

The local authority will not refuse to admit a child on the basis of his/her behaviour. Such children will include those who are considered to be potentially disruptive, exhibiting challenging behaviours or those who may be considered as requiring assessment for special educational needs.

After admission, a school may consider such disciplinary action as appropriate, in response to challenging behaviour. However, children exhibiting challenging behaviours

may be disabled as defined by the Equality Act 2010 and require reasonable adjustments to be made for them in school.

8.6 Looked-after and previously looked-after children

In respect of looked-after children, the following provisions apply even if the corporate parent is Bridgend County Borough Council.

Admissions rounds

Applications in respect of looked-after and previously looked-after children are prioritised under the applicable oversubscription criteria, **subject to**:

1. The application for a looked-after child is completed and submitted by the corporate parent (that is, the local authority with responsibility for looking after the child) and supporting evidence is provided (a Care Order or Interim Care Order).
2. The application for a previously looked-after children is accompanied by supporting evidence from the former corporate parent.

In-year admissions/transfers

In accordance with the statutory School Admissions Code 2013, where in-year admission/transfer of a looked-after child is being sought, the corporate parent must consult with the local authority before making the application. This is to ensure the appropriateness of the preferred school in light of the child's background and circumstances. This consultation and completion of an application is also required in respect of looked-after children who have been permanently excluded from two or more schools.

Additionally, in the case of a looked-after child who has been permanently excluded from two or more schools, the corporate parent must also consult with the governing body of the identified school.

In both instances, the consultation need not be onerous.

For applications for in-year admission/transfers in respect of looked-after children, a place will be offered at the agreed school and an exception to the infant class size limit (if relevant) will be applied, **subject to** the application having been completed and submitted by the corporate parent (that is, the local authority with responsibility for the child) and supporting evidence having been provided (a Care Order or Interim Care Order).

For applications for in-year admission/transfers in respect of previously looked-after children, a place will be offered at the preferred school and an exception to the infant class size limit (if relevant) will be applied, **subject to** the application being accompanied by supporting evidence from the former corporate parent.

The relevant supporting evidence referred to above must be submitted with the application.

8.7 Gypsy, Roma and Traveller children

When considering admission applications relating to Gypsy and Traveller children, the local authority will take account of Welsh Government Circular No: 003/2008 (Moving Forward – Gypsy Traveller Education) and sections 3.25 and 3.26 of the statutory School Admissions Code for Wales, 2013.

8.8 Children of serving UK service personnel and other serving Crown Servants (including diplomats)

‘UK service personnel’ refers to persons serving in the military forces. ‘Crown Servants’ are officers of the UK government, including diplomats.

There is no automatic right to a place at a preferred school for children of serving UK service personnel and other serving Crown Servants.

The local authority will accept a ‘unit’ postal address for applications from serving service personnel in the absence of a new home postal address.

For normal admissions rounds, the local authority will treat children of serving UK service personnel and serving Crown Servants as if they are already resident at a future address **provided that** the application is accompanied by an official Ministry of Defence (MOD) or Foreign and Commonwealth Office (FCO) letter declaring a return date and confirmation of the new home. The local authority will allocate a school place in accordance with the applicable criteria for the relevant admission round.

In respect of in-year admission/transfer applications for children of serving UK service personnel and serving Crown Servants:

- such children will be given ‘excepted status’ for infant class size limit purposes (if relevant), if admitted to a preferred school;
- if the application is unsuccessful and a place at the preferred school is refused, the parents/carers may appeal against the decision and any appeal hearing would be heard as a normal prejudice appeal.

Applications for children of former UK service personnel or former Crown Servants will be treated as all other applications.

8.9 All vulnerable or hard-to-place children

The provisions of this policy will apply. Additionally, the local authority has a fair access protocol and a fair access panel that may consider the admissions of such children.

8.10 School 'managed moves'

The local authority has a separate protocol for the managed moves (transfers) of pupils between schools.

Managed moves of pupils are treated differently to regular admissions. However, the local authority will apply the provisions of this policy in the identification of a suitable school or schools.

The pupil will remain on roll at the current school during the managed move period. At the end of the managed move period, if the managed move is deemed successful, the pupil will be placed on roll at the receiving school, subject to the parent/carer completing a school admission application requesting the school. If the managed move is deemed to have been unsuccessful, the pupil will return to the school at which they are on roll.

The Managed Move Protocol does not apply in any instances where the parent/carer completes a school admission application in advance of the managed move; the School Admissions Policy applies in all such cases.

9. Requests for admission outside of the normal age group

Occasionally, a parent/carer or school may seek a place outside of the chronological age group for a child who they consider to be gifted/talented or experiencing problems, or who has missed part of a school year, for example, due to ill health.

The local authority's Mainstream Fair Access Panel will consider each request carefully and make decisions on the basis of the circumstances of each case. The panel will consider what is most beneficial for the child and, in every case, will consider information from appropriate parties to inform its decision.

If the panel decides that an out-of-year group application is appropriate, but that application is refused due to no places being available in the requested year group at the school, the parents/carers have a statutory right of appeal. However, there is no right of appeal if the local authority has offered a place but not in the requested year group (that is, where the place offered is in the correct year group for the child's chronological age).

If the panel decides that an out-of-year group application is appropriate and the application is for a Part-time Nursery place in the following January or April, or a Full-time Nursery, Reception, junior school Year 3 or secondary school Year 7 place from the following September, the application will be subject to, and considered in accordance with, the conditions and criteria applicable to those admissions rounds.

10. Information or circumstances that the local authority does not consider when making admission decisions

The following is not an exhaustive list, but details the principal information and circumstances that have no bearing on admission decisions:

- Any school that the child has previously attended.
- Any particular school that the child might attend in the future.
- A parent/carers communicating to any school that there is an intention to apply for a place at the school. This would include any instance when a parent/carers believes that they have 'registered' their child's name for a place at the school.
- An invitation to, or attendance by a child, at a 'taster'/transition day at any school.
- Allowance by any school of a visit by the parents/carers and/or child.
- Any indication either explicitly given, or assumed by a parent/carers to have been given, by a school that there are places available at the school in any year group, with the exception of sixth form places.

11. Equalities

The local authority's admissions policy and arrangements seek to achieve full compliance with all relevant legislation and guidance, with regard to equal opportunities and human rights (Equality Act 2010, the Human Rights Act 1998, the Welsh Language Act 1993 and the Welsh Language (Wales) Measure 2011).

The local authority wants its services to be accessible to the whole community and will challenge discrimination in our communities, whether it is based on a person's transgender status, race, sex, disability, age, sexual orientation, religion or belief, pregnancy and maternity marriage or civil partnership.

The local authority's Corporate Equality Scheme sets out how the local authority will comply with its Public Sector Equality Duty in the exercise of its functions, having due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the legislation;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- foster good relations between persons who share a relevant protected characteristic and persons who do not.

12. Data protection and information sharing

The local authority complies with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. The full [Data Protection guidance and principles](#) of the local authority may be viewed on the website.

Any information recorded by an applicant in a school admission application will be held electronically and used by the local authority for the purpose of processing the application.

The local authority will share the information provided in a school admission application with the relevant school/s in accordance with the [Fair Processing Statement – Education and Family Support](#).

The local authority will investigate any school admission applications where there is doubt about the information that has been provided. This will be to assist in the prevention and detection of fraud for the purpose of gaining an unfair advantage in the school application system and under Schedule 2, part 1, 2(1) of the Data Protection Act 2018.

13. Admissions rounds

13.1 Submission of applications

The requirement to apply for a school place

A school admission application **must** be completed by a parent/carer.

A separate application is required for each child.

A child will not be permitted to start at a school until an application has been received and processed by the local authority, and a school place has been offered by the local authority.

The applicant

In respect of applications for nursery children and children of statutory school-age, the application must be made by a 'parent' of the child, as defined by Section 576 of the Education Act 1996. This states that a 'parent', in relation to a child or young person, includes any person who is not a biological parent but who has parental responsibility, or who has care of the child.

Therefore, for the purposes of education law, a 'parent' is deemed to include:

- all biological parents, whether they are married or not;

- any person who, although not a biological parent, has parental responsibility for a child or young person - this could be an adoptive parent, a step-parent, guardian or other relative;
- any person who has care of a child or young person but is not a biological parent and does not have parental responsibility.

A person typically has care of a child or young person if they are the person with whom the child lives, either full or part-time and who looks after the child, irrespective of what their biological or legal relationship is with the child.

The local authority uses the term 'parent/carer' throughout this policy to reflect the legal definition of 'parent', as detailed above.

The local authority will only accept an application from a person who is not a parent/carer if it is accompanied by an appropriate written authorisation from a parent/carer.

An applicant will be required to make a declaration of the relationship to the child and provide such information as the local authority requires, including documentation, evidencing that relationship, at the time the admission application is submitted.

The local authority expects that the parents/carers of a child reach agreement about the preferred school/s and who will submit the application, before a school admission application is submitted. The local authority will not intervene in disputes between parents/carers over school applications and will expect that these are resolved privately. If parents/carers cannot agree and a Court order stating who should be making the application and what the school preference/s should be has not been obtained, the local authority will proceed to accept the application from the parent/carer in receipt of Child Benefit for the child.

Applications in respect of Post-16 admissions/transfers can be submitted by a parent/carer or the learner.

How to apply

Applications can be completed online through sign up to 'My Account' on the Bridgend County Borough Council website.

Any parents/carers who do not have access to their own computer/laptop or smart phone, may use the computers available within the libraries in the county borough to sign up to My Account and complete a school admission application. A parent/carer who remains unable to create a My Account and access the relevant online school admission application, may contact the local authority and request a hardcopy school admission application.

If parents/carers permit completion and submission of a school admission application for their child through the My Account of a third party, the My Account holder will be deemed to be submitting the application on behalf of, and with the full authority of, the

parents/carers of the child. In these circumstances, the parents/carers will be considered as accepting responsibility for the consequence of any errors or deficiencies in the completion of the application and/or the submission of the application.

The local authority accepts no responsibility for the non-receipt of an application that is not submitted through the online facility.

If the local authority's arrangements for submission of admission applications should change before or during the effective dates of this policy, details will be published in the Starting School Prospectus 2026-2027 and on the [local authority's website](#).

Late applications

An application should be submitted in time for **receipt** by the local authority by the relevant published closing time and date.

The local authority will accept late applications that are received after the relevant published closing date **provided that** the application is received **before** the local authority has commenced its allocation of places in preparation for the admissions offer (this date will be determined by the local authority at the time but will be at least one month before the published offer date for places) **and** the local authority is satisfied as to the parents/carers' reasons for the late application.

Applications in respect of looked-after children and previously looked-after children, or children with a statement of SEN or an IDP that names a specific school, will **not** be treated as late applications regardless of when the application is received.

All other late applications will not be included in the allocation of places that will be notified to applicants on the relevant published offer date.

Late applications that are not included in the allocation of places for offer day will be processed by the local authority after the relevant published offer date and in order of date and time received. Oversubscription criteria will not apply; if a place is available in the preferred school at the time the application is processed, it will be offered. Therefore, late applicants may find that their preferred school is already full, even if the school is their catchment school.

No applications for 2026-2027 admissions rounds that are received by the local authority after 31 August 2026 will be processed. After this date, an in-year admission/transfer application is required and all considerations applicable to in-year admission/transfer applications will be relevant. The local authority does not accept in-year admission/transfer applications received more than two calendar months in advance of the requested start date. Consequently, all applications for a Part-time Nursery class in April 2027 that are received after 31 August 2026 will not be processed until the Spring term 2027.

13.2 Nursery class admissions rounds

Nursery education is non-statutory; however, in Wales, children are entitled to a free, part-time, early-years education place from the start of the term following their third birthday. The place can either be at a local authority-maintained school ('LA-maintained'), or within the non-maintained sector with a registered early year's provider.

This policy applies only to admissions to nursery classes in LA-maintained schools for which the local authority is the admission authority. Parents/carers who wish to apply for a nursery place at a voluntary aided school must approach that school directly.

Places are part-time for three-year-olds (Nursery Year 1) and full-time for four-year-olds (Nursery Year 2). Although nursery education is non-statutory, the local authority expects all children who are offered a Part-time Nursery place to attend for five half days per school week and all children who are offered a Full-time Nursery place to attend for five full days per school week.

A school admission (nursery) application **must** be completed by the parents/carers of eligible children for admissions to nursery classes in LA-maintained schools.

A child will only be permitted to attend a nursery class if the relevant application has been submitted **and** the local authority has formally offered a place at that school.

Children who are admitted to a Part-time Nursery class **do not have an automatic right to a Full-time Nursery place at the same school.** All parents/carers of children attending a Part-time Nursery class, whether residing within or outside the defined catchment area, must complete a school admission application for a Full-time Nursery place, at the appropriate time, indicating their school preference/s.

Children who are admitted to a Full-time Nursery class **do not have an automatic right to a Reception year place at the same school.** All parents/carers of children attending a Full-time Nursery class, whether residing within or outside the defined catchment area, must complete a school admission application for a Reception place, at the appropriate time, indicating their school preference/s.

As nursery education is non-statutory, parents/carers have **no right of appeal** in respect of decisions on nursery admissions.

Timetable for nursery admissions 2026-2027

The timetable for nursery admissions is not governed by the School Admissions Code 2013. The local authority's expected timetable for processing applications for nursery admissions for 2026-2027 is as follows:

Full-time Nursery class admissions - pupils born between 1 September 2022 and 31 August 2023, starting in a Full-time Nursery class in September 2026:

Action	Date
Opening date for submission of applications	10am Monday, 5 January 2026
Closing date for receipt of applications by the local authority	4pm Friday, 3 April 2026
Notification to applicants of offer or refusal of places (the 'offer date')	Friday, 29 May 2026

Part-time Nursery class admissions - pupils born between 1 September 2023 and 31 December 2023, starting in a Part-time Nursery class in January 2027:

Action	Date
Opening date for submission of applications	10am Monday, 5 January 2026
Closing date for receipt of applications by the local authority	4pm Friday, 28 August 2026
Notification to applicants of offer or refusal of places	By 30 October 2026

Part-time Nursery class admissions - pupils born between 1 January 2024 and 31 March 2024, starting in a Part-Time Nursery class in April 2027:

Action	Date
Opening date for submission of applications	10am Monday, 5 January 2026
Closing date for receipt of applications by the local authority	4pm Friday, 28 August 2026
Notification to applicants of offer or refusal of places	By 30 October 2026

Allocation of Full-time Nursery class places in English-medium schools

The local authority will normally only admit up to the equivalent of the school's published admission number when allocating Full-time Nursery places.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons
3. Children whose place of ordinary residence is within the school's defined catchment area.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.
4. Children not currently ordinarily resident within the school's defined catchment area whose parents/carers have satisfied the local authority, by the published closing date for submission of the relevant school admission applications that the child will be ordinarily resident within the defined catchment area by the start of the school term to which the application relates.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.
5. Children living outside the school's defined catchment area will be considered for any remaining places in the order of priority set out below:

- a) Children who will have a sibling at the school in any age group from Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from place of ordinary residence to the nearest openly accessible school gate.

Allocation of Full-time Nursery class places in Welsh-medium schools

The local authority will normally only admit up to the equivalent of the school's published admission number when allocating Full-time Nursery places.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons
3. Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.
4. Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

Allocation of Part-time Nursery class places in English-medium schools

In determining the number of Part-time Nursery places available for allocation in any school, the local authority will take into account the capacity of the accommodation used for nursery pupils, the published admission number and the number of Full-time Nursery pupils already on roll at the school.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children born between 1 September 2023 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027 or April 2027) who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children born between 1 September 2023 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027 or April 2027) for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons.
3. Children born between 1 September 2023 and 31 December 2023 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027) and whose place of ordinary residence is within the school's defined catchment area.

Where a school is over-subscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.
4. Children born between 1 September 2023 and 31 December 2023 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027) who are not currently ordinarily resident within the school's defined catchment area but whose parents/carers have satisfied the local authority, by the published closing date for submission of the relevant school admission application, that the child will be ordinarily resident within

the defined catchment area by the start of the school term to which the application relates.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

- 5. Children born between 1 September 2023 and December 2023 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027) whose place of ordinary residence is outside the school's defined catchment area.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

- 6. Children born between 1 January 2024 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from April 2027) whose place of ordinary residence is within the school's defined catchment area.

Where a school is over-subscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

7. Children born between 1 January 2024 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from April 2027) who are not currently ordinarily resident within the school's defined catchment area but whose parents/carers have satisfied the local authority, by the published closing date for submission of the relevant school admission application, that the child will be ordinarily resident within the defined catchment area by the start of the school term to which the application relates.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

8. Children born between 1 January 2024 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from April 2027) whose place of ordinary residence is outside the school's defined catchment area.

Where a school is over-subscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

Allocation of Part-time Nursery class places in Welsh-medium schools

In determining the number of Part-time Nursery places available for allocation in any school, the local authority will take into account the capacity of the accommodation used for nursery pupils, the published admission number and the number of Full-time Nursery pupils already on roll at the school.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children born between 1 September 2023 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027 or April 2027) who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children born between 1 September 2023 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027 or April 2027) for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons.
3. Children born between 1 September 2023 and 31 December 2023 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027) who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.
4. Children born between 1 September 2023 and 31 December 2023 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from January 2027) on the basis of proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.
5. Children born between 1 January 2024 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from April 2027) who will have a sibling at the school in any age group from the Reception year to Year 6 in the school year 2026-2027.
6. Children born between 1 January 2024 and 31 March 2024 who will attain the age of three in the school year 2026-2027 (these children will be eligible for a Part-time Nursery place from April 2027) on the basis of proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

13.3 Primary/infant school admission round (Reception year)

The relevant age group for the Reception year is 4-5 years.

Every child is required by law to receive full-time education from the beginning of the school term after their fifth birthday. In the Bridgend County Borough, children are normally admitted to the Reception year in the September following their fourth birthday. However, parents/carers have the option of deferring their child's entry to the Reception

year until later in the same school year. The deferment cannot continue beyond the beginning of the term after the child's fifth birthday, nor beyond the school year for which the original admission application was accepted by the local authority. Where the parent/carer wishes to defer the child's entry to the Reception year as detailed, the local authority will hold a place for the child.

An application for a Reception year place must be submitted. **There is no automatic admission to the Reception year at any primary or infant school, regardless of the school at which the child may be attending a nursery class.**

Timetable for Reception year admissions for September 2026

The expected timetable for children born between 1 September 2021 and 31 August 2022, entering a Reception class in September 2026 is as follows:

Action	Date
Opening date for submission of applications	10am Monday, 10 November 2025
Closing date for receipt of applications by the local authority	4pm Friday, 13 February 2026
Notification to applicants of offer or refusal of places (the 'offer date')	Thursday, 16 April 2026
Closing date for parents/carers to submit an appeal	4pm Thursday, 14 May 2026

Allocation of Reception year places for September 2026 in English-medium schools

The local authority will admit children up to the school's published admission number and will only exceed the published admission number in exceptional circumstances.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons
3. Children whose place of ordinary residence is within the school's defined catchment area.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from Year 1 to Year 6 in respect of primary schools, or Year 1 and Year 2 in respect of infant schools, attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

- 4. Children not currently ordinarily resident within the school's defined catchment area whose parents/carers have satisfied the local authority, by the published closing date for submission of the relevant school admission applications, that the child will be ordinarily resident within the defined catchment area by the start of the school term to which the application relates.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from Year 1 to Year 6 in respect of primary schools, or Year 1 and Year 2 in respect of infant schools, attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

- 5. Children living outside the school's defined catchment area will be considered for any remaining places in the order of priority set out below:

- a) Children who will have a sibling at the school in any age group from Year 1 to Year 6 in respect of primary schools, or Year 1 and Year 2 in respect of infant schools, attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

The local authority will admit children up to the school's published admission number and will only exceed the published admission number in exceptional circumstances.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons.
3. Children who will have a sibling at the school in any age group from Year 1 to Year 6 attending the school in the school year 2026-2027.
4. Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

13.4 Junior school admission round (Year 3)

In primary schools, the infant and junior sections are simply departments of the same school and children progress through the school from the infants to juniors without having to transfer elsewhere. Therefore, parents/carers are **not** required to complete a school admission application, since the children are already regarded as registered pupils in the primary school.

Children attending Year 2 in an infant school do not automatically transfer to Year 3 at junior school. An application for a Year 3 place at junior school must be submitted. **There is no automatic admission to a junior school or any primary school regardless of the infant school or primary school that a child currently attends.**

Children normally enter Year 3 in junior school at the beginning of the school year following their seventh birthday.

In Bridgend, there is one junior school, (that is, Llangewydd Junior School), which is an English-medium school.

If parents/carers do not wish their child to attend Year 3 at junior school and instead wish for their child to attend Year 3 at a standard primary school, an in-year admission/transfer application must be submitted. Parents/carers should note that places in Year 3 in a standard primary school may be very limited or unavailable. Also, that the local authority

will not make admission decisions in respect of in-year admission/transfer applications for a September 2026 start date until Easter 2026.

Timetable for Year 3 junior school admissions for September 2026

The expected timetable for children born between 1 September 2018 and 31 August 2019, moving from infants school (Year 2) to junior school (Year 3) in September 2026 is as follows:

Action	Date
Opening date for submission of applications	10am Monday, 10 November 2025
Closing date for receipt of applications by the local authority	4pm Friday, 13 February 2026
Notification to applicants of offer or refusal of places (the 'offer date')	Thursday, 16 April 2026
Closing date for parents/carers to submit an appeal	4pm Thursday, 14 May 2026

Allocation of Year 3 junior school places for September 2026

The local authority will admit children up to the school's published admission number and will only exceed the published admission number in exceptional circumstances.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons.
3. Children whose place of ordinary residence is within the school's defined catchment area.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from Year 4 to Year 6 attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.
4. Children not currently ordinarily resident within the school's defined catchment area whose parents/carers have satisfied the local authority, by the published closing date for submission of the relevant school admission applications, that the child will be ordinarily resident within the defined catchment area by the start of the school term to which the application relates.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from Year 4 to Year 6 attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.
5. Children living outside the school's defined catchment area will be considered for any remaining places in the order of priority set out below:

- a) Children who will have a sibling at the school in any age group from Year 4 to Year 6 attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

13.5 Secondary school admission round (Year 7)

Children normally enter Year 7 in secondary school at the beginning of the school year following their eleventh birthday.

An application for a Year 7 place must be submitted. **There is no automatic admission to any secondary school, regardless of the primary or junior school that a child currently attends.**

In Bridgend, there is one Welsh-medium secondary school (that is, Ysgol Gyfun Gymraeg Llangynwyd). There is one faith secondary school (that is, Archbishop McGrath Catholic

High School), for which the local authority is **not** the admission authority. All other secondary schools are English-medium.

Timetable for Year 7 secondary school admissions for September 2026

The expected timetable for children born between 1 September 2014 and 31 August 2015, transferring from junior/primary school (Year 6) to secondary school (Year 7) in September 2026 is as follows:

Action	Date
Opening date for submission of applications	10am Monday, 13 October 2025
Closing date for receipt of applications by the local authority	4pm Friday, 16 January 2026
Notification to applicants of offer or refusal of places (the 'offer date')	Monday, 2 March 2026
Closing date for parents/carers to submit an appeal	4pm Monday, 30 March 2026

Allocation of Year 7 secondary school places for September 2026 for English-medium schools

The local authority will admit children up to the school's published admission number and will only exceed the published admission number in exceptional circumstances.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons.
3. Children whose place of ordinary residence is within the school's defined catchment area.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from Year 8 to Year 11 attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

- 4. Children not currently ordinarily resident within the school's defined catchment area whose parents/carers have satisfied the local authority, by the published closing date for submission of the relevant school admission applications, that the child will be ordinarily resident within the defined catchment area by the start of the school term to which the application relates.

Where a school is oversubscribed under this criterion, the local authority will allocate the places in the following order of priority:

- a) Children who will have a sibling at the school in any age group from Year 8 to Year 11 attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

- 5. Children living outside the school's defined catchment area will be considered for any remaining places in the order of priority set out below:

- a) Children who will have a sibling at the school in any age group from Year 8 to Year 11 attending the school in the school year 2026-2027.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

- b) Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

[Allocation of Year 7 secondary school places for September 2026 for the Welsh-medium school](#)

The local authority will admit children up to the school's published admission number and will only exceed the published admission number in exceptional circumstances.

Where the number of applications exceeds the number of places available, the local authority will apply the following **oversubscription criteria**, in order of priority, to allocate the places available:

1. Children who are looked-after or previously looked-after and children for whom the school is the named placement in the statement of SEN or local authority-maintained IDP.
2. Children for whom the local authority has received and accepted written evidence from a relevant professional/s that the placement is essential for medical, psychological, or compelling social reasons.
3. Children who will have a sibling at the school in any age group from Year 8 to Year 11 attending the school in the school year 2026-2027.
4. Proximity to school, as measured by the shortest available walking route from the place of ordinary residence to the nearest openly accessible school gate.

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other sibling/s.

14. Explanations of oversubscription criteria

14.1 Looked-after and previously looked-after children

The local authority is under a duty to prioritise looked-after and previously looked-after children in the oversubscription criteria.

In the case of a looked-after child, the school admission application must be completed and submitted by the corporate parent (that is, the local authority with responsibility for the child) and supporting evidence must be provided (a Care Order or Interim Care Order).

In the case of previously looked-after children, the school admission application must be accompanied by supporting evidence from the former corporate parent.

The relevant supporting evidence must be submitted with the application.

14.2 Children in receipt of a statement of special educational needs (SEN) or a local authority-maintained individual development plan (IDP)

To satisfy this criterion, the child must have a statement of SEN or a local authority-maintained IDP and the application is in respect of a mainstream place at the school named in the statement of SEN or local authority-maintained IDP.

14.3 Children for whom a placement is essential for medical, psychological, or compelling social reasons

To satisfy this criterion:

1. applicants **must** provide supporting written evidence from a relevant professional/s, such as, a registered health professional and/or a social worker, that states the reasons why the preferred school is the most suitable school and what difficulties would arise if the child had to attend another school. The evidence **must** be dated no more than three months prior to the application submission date; **and**
2. that written evidence is accepted by the local authority as sufficient to determine that placement at the preferred school is essential for the child.

Evidence that purely confirms a child's diagnosis or circumstances does not satisfy this criterion.

Applications in respect of young carers will be considered under this criterion subject to provision of the necessary evidence, as set out above.

The local authority expects **the applicant** to provide the required written evidence at the time the application is submitted. If this is not possible, the local authority must be advised of and satisfied as to the reasons and the required written evidence must then be provided prior to the closing time and date of the admission round. If the required written evidence is not provided to the local authority before the closing of the admission round, the application will not be considered for prioritisation under this criterion.

14.4 Child's address / place of ordinary residence

Applicants must record the current address at which the child is ordinarily resident on a school admission application.

When considering whether a child lives in a school's catchment area (English-medium schools) or the proximity to the school (Welsh-medium schools), it is the child's place of ordinary residence that the local authority considers to be the home address and satisfying the relevant admissions criteria.

Where the child's parents/carers are not living together but have shared responsibility for the child, and the child lives with each parent/carer for part of the periods during which the child receives education, the child will be considered as being ordinarily resident at the places where **each** of the parents/carers is ordinarily resident. Accordingly, the local authority will accept the address of either parent/carer as being the child's place of ordinary residence.

Changes to the child's address / place of ordinary residence

If the child's place of ordinary residence changes after the school admission application has been submitted:

1. The local authority **must** be notified immediately **in writing** (email or letter).
2. If the change is notified to the local authority **before** the closing time and date for the admission round, the change (that is, the new place of ordinary residence) will be used in the application of oversubscription criteria and the allocation of a place.
3. If the change is notified to the local authority **after** the closing time and date for the admission round, the place of ordinary residence recorded on the application (that is, the original place of ordinary residence) will be used in the application of oversubscription criteria and the allocation of a place. The applicant will have the option to complete and submit a late application if the allocated place is at a school that is no longer the preferred school, which would be subject to the provisions relevant to late applications (see section 13.1).
4. If the applicant does not inform the local authority of a change of ordinary residence prior to the date on which the child would start school, the local authority will take the action detailed below under 'provision of false or misleading information'.

Applications made on the basis of a **future** change in the place of ordinary residence

Where the applicant is in the process of a house move at the time that the application is submitted and is expressing a preference for a school that is the catchment school for the future address (English-medium schools) or the most proximate school for the future address (Welsh-medium schools), the applicant **must** record this on the application form and **must** provide the following evidence to the local authority:

- written evidence from a solicitor that contracts have been exchanged for the purchase of the property and a date for completion of the purchase has been agreed, such that the child will be moving to the new property and be resident at the address by the start of the school term to which the application relates; or
- a written tenancy agreement evidencing that the child will be resident at the new address by the start of the school term to which the application relates.

All required evidence **must** be received by the local authority **prior to the closing time and date for the admission round** and it is the responsibility of the applicant to provide the required evidence to the local authority by that deadline. If the required evidence is not received prior to the closing time and date, the application will be treated as an out of catchment application for the preferred school/s (English-medium schools), or the proximity to the preferred school (Welsh-medium schools) will be measured using the current (original) address.

If the evidence does not confirm that the child will be resident at the new address by the start of the school term to which the application relates, the application will be processed on the basis of the current (original) address.

Provision of false or misleading information regarding the place of ordinary residence

Every parent/carer who is applying for an admission round place will be expected to record information in the application form and/or supply documentation **with the application form** that evidences the child's place of ordinary residence.

The local authority will check the child's place of ordinary residence against the records held by the child's school (if applicable). In addition, Council Tax records for the parent/s or carer/s will be checked. If the parent/s or carer/s are not registered for Council Tax, documents supplied by the applicant will be checked. If the local authority is not satisfied by any evidence provided by the applicant and there is ongoing doubt about the child's place of ordinary residence, the local authority reserves the right to undertake further checks and/or seek further verification from the applicant. This will be to assist in the prevention and detection of address fraud for the purpose of gaining an unfair advantage in the school application system and under Schedule 2, part 1, 2(1) of the Data Protection Act 2018.

If the local authority concludes that a parent/carer has provided fraudulent or intentionally misleading information relating to the child's place of ordinary residence (this includes the failure to notify the local authority of changes to the place of ordinary residence) in order to obtain the advantage of a particular school placement to which the child would otherwise not be entitled, the local authority will act in accordance with paragraphs 3.40 and 3.41 of the School Admissions Code 2013.

If the local authority withdraws a school place, a new application will be required based on the accurate place of ordinary residence, and a right of appeal will be offered if a place at the preferred school/s is refused.

14.5 Siblings

A sibling is classified as a half or full brother/sister, a step-brother/sister, an adopted brother/sister, or a child living in the same household.

An application will be considered under the sibling criterion if the following conditions are met:

1. the full sibling details are recorded on the application; and
2. the sibling and the child who is the subject of the application **will** be attending **the same school at the same time** and the sibling is of statutory school-age.

This means:

- for Reception year applications, the sibling must be Year 1 to Year 6 in the school year for which the application is being made;

- for Year 3 junior school applications, the sibling must be in Year 4 to Year 6 in the school year for which the application is being made;
- for Year 7 secondary school applications, the sibling must be in Year 8 to Year 11 in the school year for which the application is being made;
- for Full-time Nursery and Part-time Nursery applications, the sibling must be Reception year to Year 6 in the school year for which the application is being made. As there is significant similarity in the timetables for the Reception, Full-time Nursery and Part-time Nursery admissions rounds, a parent/carer may not have been notified of the outcome of a Reception application for a child when completing a Full-time or Part-time Nursery application for another child. The parent/carer will be able to record the details of the child for whom a Reception application has been submitted but the sibling criterion will not be met if the local authority does not subsequently offer a Reception place at the relevant school to the sibling.

Provision of false or misleading sibling information

The local authority reserves the right to undertake checks on any sibling information provided. This will be to assist in the prevention and detection of fraud for the purpose of gaining an unfair advantage in the school application system and under Schedule 2, part 1, 2(1) of the Data Protection Act 2018.

If the local authority concludes that a parent/carer has provided fraudulent or intentionally misleading information relating to the sibling criterion in order to obtain the advantage of a particular school placement to which the child would otherwise not be entitled, the local authority will act in accordance with paragraphs 3.40 and 3.41 of the School Admissions Code 2013.

If the local authority withdraws a school place, a new application will be required based on the accurate information, and a right of appeal will be offered if a place at the preferred school/s is refused.

14.6 Multiple birth children

A multiple birth is defined as the birth of more than one baby from a single pregnancy (for example, the birth of twins).

When allocating places, if the last place is offered to a multiple birth child, the local authority will also admit the other multiple birth child/ren for whom an application was received at the same time and for the same school/s.

14.7 Proximity to school

The distance measurement will be from the child's place of ordinary residence to the nearest openly accessible school gate through which pupils may enter the school grounds.

It will be for the local authority to determine whether any entrance at any school does or does not constitute an openly accessible school gate.

In respect of residences that are within blocks of flats, the distance will be calculated from the front entrance of each flat.

The distances will be calculated to four decimal places.

The local authority uses software to measure all distances within the Bridgend County Borough that takes into account the assessed, available walking routes to the school/s. The local authority will not take into account any other walking routes to a school that a parent/carer may choose to use.

For applications where the child's place of ordinary residence is outside the Bridgend County Borough, the distance will be measured using publicly available web-based services.

15. The offer process for admissions rounds

15.1 Offer dates

The School Admissions Code 2013 sets out how admission authorities in Wales must identify the offer date for primary school (Reception), junior school (Year 3) and secondary school (Year 7) admissions rounds, reflecting The School Admissions (Common Offer Date) (Wales) Regulations 2013. The relevant offer dates for all admissions rounds for 2025-2026 are detailed in section 13.

15.2 Communication of the outcome

Parents/carers who submit an application by the published closing time and date of an admission round, or parents/carers whose late application has been accepted by the local authority for inclusion in the allocation of places for the offer date, will be notified in writing of the outcome of their application.

Parents/carers may not expect that the outcome of their application will be communicated verbally.

If the application is refused, the notification will set out the reasons for the decision and will advise parents/carers on the appeal process. As nursery education is non-statutory, **parents/carers have no right of appeal in respect of unsuccessful nursery class applications.**

15.3 Waiting lists

The local authority maintains waiting lists for oversubscribed schools. If a place at the preferred school is not offered, the child will be automatically included in the waiting list for

the school unless the parent/carer expressly advises the local authority that this action is not required.

For the **admissions rounds**, children will remain on the waiting list, for any school at which they have been refused a place, until 30 September 2026. Children will automatically be removed from the waiting list/s after this date.

If additional places become available at a school, they will be allocated to children on the waiting list on the basis of the published oversubscription criteria (see sections 13 and 14) and **not** the length of time a child has been on the waiting list.

16. In-year admissions / transfers

16.1 Circumstances in which an in-year admission/transfer application is required

An in-year admission/transfer application **must** be completed in any of the following circumstances:

1. If a child moves into Bridgend County Borough during the course of an school year and the parents/carers wish the child to attend a school for which the local authority is the admission authority.
2. If the parents/carers wish their child/ren to move to a different school within the Bridgend County Borough during the course of a school year and the parents/carers wish the child to move to a school for which the local authority is the admission authority.
3. If an application for an admission round has not been completed and submitted to the local authority by 31 August 2026 (that is, an application is being submitted on or after the official start date of the 2026-2027 school year).

16.2 School transfers

Parents/carers who wish to apply for a place at a different school for reasons other than a change of ordinary residence are advised to carefully consider the information in the Starting School Prospectus 2026-2027 and [information available on the local authority's website](#).

Parents/carers should talk to the headteacher of the pupil's current school about the reasons for a change of school being considered. There is a significant amount of research evidencing that changing schools is disruptive and can have a negative impact on a pupil's attainment. There are many reasons for this. It is particularly important that careful consideration is given to the impacts of moving pupils in Year 10 and Year 11, who would have already begun to study for their chosen GCSE subjects, as those GCSE subjects may not be available at a different school.

16.3 'Advance' requests

It is not fair and equitable for the local authority to hold places open for children for undue periods of time. Accordingly, the local authority will only process an 'advance' in-year school admission/transfer application (that is, for a future admission date), where the requested future admission date is **within two calendar months of the date the application is received** by the local authority, **and** the local authority is satisfied as to the reasons for the advance request.

16.4 Availability of places

Section 4 provides information regarding school capacities and published admission numbers, which the local authority uses to determine whether places are available.

As the number of pupils on roll in any school can change on a frequent basis, the local authority will not provide information on the availability of places in any year group at any school in advance of an in-year school admission/transfer application being submitted.

16.5 Consideration of applications

In-year school admission/transfer applications are considered by the local authority in order of date and time received. However, the local authority reserves the right to process any individual application in a different order where it considers this to be necessary and justified by the specific circumstances.

For in-year admissions/transfers, whether the child lives in or out of the catchment area of the requested school (English-medium schools) or the proximity to the nearest school (Welsh-medium schools), is of no relevance to the local authority's decision on whether a place at the requested school can be offered. (However, it is of relevance to the determination of whether there is eligibility or not for the provision of free home-to-school transport.)

If there is no place available in the relevant year group at the requested school, the local authority child will refuse admission to that school unless the circumstances are such that the local authority considers an exception should be made.

16.6 Communication of the outcome

Applicants will be notified in writing of the outcome of their in-year school admission/transfer application within 15 school days or 28 calendar days of the date of the application being received, whichever is the sooner.

Parents/carers may not expect that the outcome of their application will be communicated verbally.

If the application is refused, the notification will set out the reasons for the decision and will advise parents/carers on the appeal process. As nursery education is non-statutory,

parents/carers have no right of appeal in respect of unsuccessful nursery class applications.

16.7 Offer of a place at an alternative school

If a place at the preferred school is refused, the local authority will either offer a place at the nearest alternative school that has an available place in the relevant year, or explain why such an offer cannot be made (for example, where the nearest alternative school is the child's current school). The offer of a place at the nearest alternative school will be open for 21 calendar days from the date of the local authority's letter and will automatically expire if not accepted within that period.

If the offer of a place at the nearest alternative school is not accepted, or is expressly refused, the parent/carer must submit a new application if seeking a place at any other preferred school.

16.8 Waiting lists

The local authority maintains waiting lists for oversubscribed schools. If a place at the preferred school is not offered, the child will be automatically included in the waiting list for the school unless the parent/carer expressly advises the local authority that this action is not required.

For all in-year admission/transfer applications, children will remain on the waiting list for any school at which they have been refused for a period of three months from the date of the refusal letter, or until 31 August 2027, whichever is the sooner. Children will automatically be removed from the waiting list/s after this period or date.

Submission of a new in-year admission/transfer application for the same school does not renew a child's place on a waiting list. If a new in-year admission/transfer application is submitted and is refused, the child will be recorded as a new entry to the waiting list from the date of the refusal letter.

Registration of an admission appeal does not extend a child's time on the waiting list, irrespective of the date for the admission appeal hearing.

If additional places become available at a school, they will be allocated to children on the waiting list on the basis of the published oversubscription criteria (see sections 13 and 14) and **not** the length of time a child has been on the waiting list. A place cannot be allocated to a child who is not on the waiting list.

17. Admission appeals

17.1 General

School admission appeals are conducted in accordance with Welsh Government's School Admission Appeals Code 2013.

Any person who is considering an appeal is strongly recommended to read this School Admissions Policy 2026-2027, the School Admissions Code 2013 and the School Admission Appeals Code 2013 in full.

In the vast majority of cases, children are offered places in line with the expressed preference for a specific school. If, however, a child is unable to gain admission to the preferred school, parents/carers or Post-16 learners may choose to appeal to an independent appeal panel.

Parents/carers/ or Post-16 learners may accept a place offered at an alternative school while pursuing a place at the preferred school. The independent appeal panel will consider the grounds put forward by appellant/s and determine whether the merits of the case outweigh the case presented by the local authority.

As nursery education is non-statutory, parents/carers have **no right of appeal** in respect of decisions on nursery class admissions.

17.2 Registering an appeal

Persons who may register an appeal

In respect of appeal registrations for children of statutory school-age, the appeal must be registered by the parent/carer, as defined in section 13.

The local authority will only accept an appeal registration from a person who is not a parent/carer if it is accompanied by an appropriate written authorisation from a parent/carer.

The person registering the appeal will be required to make a declaration of the relationship to the child and provide such information as the local authority requires, including documentation, evidencing that relationship, at the time the appeal registration is submitted. The person registering the appeal will not be required to submit such if it has already been submitted in support of the admission application.

Appeals in respect of Post-16 admissions/transfers can be registered by either a parent/carer or the learner.

Timescale for registering an appeal

In the case of appeals relating to the refusal of places in an admissions round, the appeal **must** be registered with the local authority by the closing date as detailed in section 13.

In the case of appeals relating to the refusal of a place following submission of an in-year admission/transfer application, the appeal **must** be registered with the local authority within 21 calendar days of the date of the written notification of the refusal.

How to register an appeal

An appeal must be registered in writing.

The notification letter from the local authority regarding the outcome of an admission application will provide information on the appeal registration process.

17.3 Arrangements for the appeal hearing

The local authority will refer the appeal to an independent appeal panel. The clerk to the panel will arrange a time and place for the hearing.

Appellants will have the opportunity of attending the panel hearing and making their representations (oral and/or written).

Appellants are advised that:

1. They may elect not to attend the appeal meeting and, instead, allow the appeal to be considered on a written statement.
2. The appeal will be decided on the information available if parents/carers have indicated an intention to attend the appeal but do not do so, and fail to provide a reasonable explanation.
3. If appellants cannot attend on the scheduled date and it is not reasonably practicable to offer an adjourned hearing, the appeal will be decided on the information available.
4. Appellants will be given at least 14 calendar days written notice of the meeting of the appeal panel, unless they agree to a shorter period. The appellant should confirm this in writing to the clerk to the panel.

Appellants may be accompanied at a panel hearing by a friend or adviser or an interpreter. In accordance with the School Admission Appeals Code 2013, members of the Council, Members of the Senedd, local politicians and local authority officers are not permitted to attend. Appellants are requested to inform the clerk to the independent appeal panel of any representation at least seven days before the hearing.

17.4 Repeat appeals

Parents/carers and Post-16 learners do not have a right to a second appeal in respect of the same school and the same school year except where:

- there were faults in the first appeal process and there is a significant possibility that the outcome might have been affected by the faults (this may be on the recommendation of the Public Services Ombudsman for Wales); or
- a fresh application is accepted because there has been a significant and material change in the circumstances of the parent/carer or child and that application has also been refused. Common examples of where a fresh application is considered are where a family has moved address or there are new medical reasons pertaining to the choice of school.

Parents/carers and Post-16 learners who appeal unsuccessfully may re-apply for a place at the same school in respect of a later school year (but subject to the timescales set out in section 13). Parents/carers and Post-16 learners will have a right to appeal if that application is refused.

Any information provided by an appellant associated with a school admission appeal registration will be held electronically and used by local authority for the purpose of the admission request.

18. The Bridgend Admission Forum

The local authority is under a statutory duty to establish an admission forum.

The Bridgend Admission Forum is constituted in accordance with Annex D of the statutory School Admissions Code 2013.

The role of the forum is to help ensure that the school admissions system in Bridgend is fair, straightforward and easy for parents/carers to understand. The forum is responsible for monitoring the local authority's compliance with the statutory School Admissions Code 2013 and may advise the local authority on ways in which admission arrangements could be improved.

The terms of reference, meeting minutes and annual reports of the [Bridgend Admission Forum](#) are published on the local authority's website.

19. Additional information

In addition to the sources of information already detailed, the local authority's Starting School Prospectus for 2026-2027 provides additional information on matters associated with school admissions and starting school.

20. Queries

Queries in relation to this policy and the admissions or appeal registration processes may be directed to Pupil Services as follows:

E-mail: pupilservices@bridgend.gov.uk

Tel No: 01656 642622

Address: Bridgend County Borough Council
Education, Early Years and Young People
Pupil Services
Civic Offices
Angel Street
Bridgend
CF31 4WB

[This policy](#) is published on the Bridgend County Borough Council website.

Appendix A - Admission numbers

Admission numbers for those schools for which the local authority is the admission authority.

The admission number for each school does not apply in respect of nursery classes.

Admission numbers remain under review and may be subject to change prior to the start of the 2026-2027 school year.

School	Admission Number
English-medium primary schools	
Abercerdin Primary School	30
Afon y Felin Primary School	19
Betws Primary School	30
Blaengarw Primary School	24
Brackla Primary School	45
Bryncethin Primary School	35
Brynmenyn Primary School	60
Bryntirion Infant School	40
Caerau Primary School	60
Cefn Cribwr Primary School	20
Cefn Glas Infant School	66
Coety Primary School	60
Corneli Primary School	46
Coychurch (Llangrallo) Primary School	19
Croesty Primary School	30
Cwmfelin Primary School	30
Ffaldau Primary School	30
Garth Primary School	30
Litchard Primary School	60
Llangewydd Junior School	90
Llangynwyd Primary School	14
Maes yr Haul Primary School	75
Mynydd Cynffig Primary School	60
Nantffyllon Primary School	40
Nantymoel Primary School	30
Newton Primary School	34

Nottage Primary School	60
Ogmore Vale Primary School	53
Oldcastle Primary School	60
Pencoed Primary School	72
Penybont Primary School	45
Pîl Primary School	30
Plasnewydd Primary School	45
Porthcawl Primary School	28
Tondu Primary School	42
Trelales Primary School	30
Tremains Primary School	65
Tynyrheol Primary School	10
West Park Primary School	55
English-medium voluntary controlled schools	
Pen y Fai Church in Wales Primary School	30
Welsh-medium primary schools	
Ysgol Gymraeg Bro Ogwr	54
Ysgol Gynradd Gymraeg Calon y Cymoedd	30
Ysgol Cynwyd Sant	45
Ysgol y Ferch o'r Sgêr	33
English-medium secondary schools	
Brynteg School	333
Bryntirion Comprehensive School	210
Coleg Cymunedol Y Dderwen	276
Cynffig Comprehensive School	180
Maesteg School	228
Pencoed Comprehensive School	214
Porthcawl Comprehensive School	246
Welsh-medium secondary schools	
Ysgol Gyfun Gymraeg Llangynwyd	165

This page is intentionally left blank

Proposed School Admissions Policy 2026-2027 - Welsh Language Impact Assessment

Stage 1 – Information Gathering	
NOTE: As you complete this tool you will be asked for evidence to support your views . Please see Welsh Language Impact Assessment Guidance for more information on data sources.	
Proposal Name:	School Admissions Policy 2026-2027
Department	Education, Early Years and Young People
Service Director	Mr Lindsay Harvey – Corporate Director
Officer Completing the WLIA	Emma Giles, Senior Pupil Services Officer
Email	Emma.giles@bridgend.gov.uk
Phone	01656 643449
Brief Description	The proposed school admission arrangements for the 2026-2027 school year for those schools in Bridgend for which the local authority is the admission authority (that is, all community schools maintained by the local authority with the exception of the voluntary-aided schools).
Date	05/12/2024
Please outline who this proposal affects? (Service Users, Employees, Wider Community)	Learners and their families/carers. Schools. The wider community.

What are the aims of the policy, and how do these relate to the Welsh Language?	The admission of learners to those schools, for which the local authority is the admission authority, in accordance with all relevant legislation and in a manner that is fair and timely. The local authority is the admission authority for all Welsh-medium schools in Bridgend.
Who will benefit / Could the policy affect Welsh language groups? If so, list them here.	All learners for whom education is sought at a school for which the local authority is the admission authority. Therefore, this includes all learners for whom education through the medium of Welsh is preferred. Schools for which the local authority is the admission authority. The wider community.
Current linguistic profile of the geographical area(s) concerned	The ONS recently published the data for the national Census 2021 (Census date 21 March 2021). The 10-year Census provides the most complete information about the Welsh language skills of the population.

	The Census data identifies the following: <table><tr><th colspan="3">Welsh Language Skills of the population (%)</th></tr><tr><th></th><th>Bridgend County Borough</th><th>Wales</th></tr><tr><td>Can speak Welsh</td><td>9%</td><td>17.3%</td></tr><tr><td>Can understand spoken Welsh</td><td>12.4%</td><td>21.3%</td></tr><tr><td>Can read Welsh</td><td>10%</td><td>16.8%</td></tr><tr><td>Can write Welsh</td><td>7.8%</td><td>14.8%</td></tr></table> With regards to combinations of Welsh language skills (for example, can speak Welsh but cannot read or write Welsh), 15.2% of the population of Bridgend identified as having some combination of skills, compared to 24.4% for the whole of Wales. The data shows that there is a gap in the Welsh language skills of the population of Bridgend when compared to the whole of Wales.	Welsh Language Skills of the population (%)				Bridgend County Borough	Wales	Can speak Welsh	9%	17.3%	Can understand spoken Welsh	12.4%	21.3%	Can read Welsh	10%	16.8%	Can write Welsh	7.8%	14.8%
Welsh Language Skills of the population (%)																			
	Bridgend County Borough	Wales																	
Can speak Welsh	9%	17.3%																	
Can understand spoken Welsh	12.4%	21.3%																	
Can read Welsh	10%	16.8%																	
Can write Welsh	7.8%	14.8%																	
Other relevant data or research	None.																		

Stage 2 – Impact Assessment

In this section you need to consider the impact, the evidence and any action you are taking for improvement. This is to ensure that the opportunities for people who choose to live their lives and access services through the medium of Welsh are not inferior to what is afforded to those choosing to do so in English, in accordance with the requirement of the Welsh Language (Wales) Measure 2011.

Please note there is a separate impact assessment for Equality and Socio-Economic duty that must also be completed for policy proposals. Remember that effects that are positive for some groups could be detrimental to others - even among Welsh language groups. Consider the effects on different groups. For example, a proposal may be beneficial to Welsh learners, but not to Welsh speakers.

Will the proposed action affect any or all of the following?

	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
Opportunities for persons to use the Welsh language eg staff, residents and visitors The rights of Welsh speakers and learners to use Welsh when dealing with the council and for staff to use Welsh at Work	Neutral	Every year, the proposed policy is published in Welsh. For the required consultation process there is opportunity for any responses to the consultation to be received and considered in Welsh. There is no change to this process for the proposed policy for 2026-2027.	Proposed policy document and communications with consultees.	None.

Stage 2 – Impact Assessment				
Will the proposed action affect any or all of the following?				
	Does the proposal have any positive, negative or neutral impacts?	Describe why it will have a positive/negative or neutral impact on the Welsh language.	What evidence do you have to support this view?	What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?
Numbers and / or percentages of Welsh speakers eg Welsh Medium Education / Study Opportunities. Links with the Welsh Government's Cymraeg 2050 Strategy / BCBC Five Year Welsh	Positive	School admissions in Wales are governed by specific legislation and a statutory code, which aim to ensure that admissions to school are fair and timely. As is the case every year, the proposed policy for 2026-2027 covers the arrangements for admission of learners to those schools in Bridgend, for which the local authority is the admission authority - this includes all Welsh-medium schools in Bridgend. The arrangements described in the proposed policy accord with the legislative requirements. The	Annual capacity calculations for Ysgol Gymraeg Bro Ogwr. An ongoing demand for part-time Nursery places at Ysgol Gymraeg Bro Ogwr, may be unmet in future years if the capacity is not increased. For January and April 2024 and 2025 all applications were offered a place and there were no refusals. Due to the requirement to convert any unfilled full-time Nursery places to accommodate the part-time Nursery applications,	From September 2024 there has been an increase to the virtual PAN for Nursery capacity at Ysgol Gymraeg Bro Ogwr: Full-time capacity 61 places (61 pupils) Part-time capacity 15 places (30 pupils)

		arrangements support and enable parents/carers to express their school preferences, whether those be for English-medium or Welsh - medium schools. Published admission numbers (PAN) for each school form an intrinsic and important part of school admission arrangements. If the PAN for any particular year group increases, this means that there is the opportunity to increase the number of pupils into that year group and school. For this admission year (2026-2027) the local authority is proposing a double mobile classroom at Ysgol Gymraeg Bro Ogwr to provide an additional 60 Welsh-medium places, as an interim solution until the new Band B school is	the impact on the full-time Nursery provision for the last four years is that there were no places available for an in-year admissions/transfers. The proposed increase in capacity by the provision of a double mobile classroom will alleviate this pressure and offer more Welsh-medium places.	
--	--	---	---	--

		complete. This will help to meet the immediate demand for Welsh-medium pupil places in the area and increase the uptake of Welsh-medium places. It also contributes to meeting Welsh Government aim of one million Welsh speakers by 2050. This provision will be used to provided additional capacity for Nursery provision at the school due to the demands for places at the school. Ysgol Gymraeg Bro Ogwr only has capacity for two part-time nursery places and on an annual basis the local authority is required to convert any residual full-time nursery places, where available, to part-time places in order to meet demand. The proposed double mobile classroom would allow for an increased part-time nursery provision without		
--	--	--	--	--

		impacting the full-time nursery provision.		
Opportunities to promote the Welsh language eg status, use of Welsh language services, use of Welsh in everyday life in work and in the community Actively encourage and promote the use of our services in Welsh to see an increase in demand over time.	Neutral	Statements above are applicable. Every year, the School Admissions Policy is published in Welsh. For the required consultation process there is opportunity for any responses to the consultation to be received and considered in Welsh.	Statements above are applicable.	None.
Compliance with the Council's Statutory Welsh Language Standards eg increasing or reducing the Council's ability to deliver services through the Medium of Welsh. Consider the rights of Welsh speakers to use	Neutral	The School Admissions Policy is made available in Welsh every year, both at the consultation stage and the determination stage. There is, and will be, no difference for the proposed policy for 2026-2027. School admission application forms are	Policy documents. Admission application forms. The local authority's website and 'My Account' where parents/carers can apply for a school place online, are bilingual.	None.

Welsh when dealing with the Council and for staff to use Welsh at Work		made available in Welsh every year, and this will be no different for 2026-2027.		
Treating the Welsh language, no less favourably than the English language	Neutral	As in every year, the arrangements set out in the proposed policy for 2026-2027 continue to reflect and support the fundamental right of parents/carers to express their preferences for schools, in accordance with admissions legislation in Wales. The proposed policy for 2026-2027 continues to set out the actions that the local authority will take if places at any school are oversubscribed. There are no changes to the dedicated oversubscription criteria applicable to Welsh-medium schools. These criteria are no less favourable than those for oversubscribed English-medium schools. The	For the Reception admission rounds, the percentage of the total applications received for which the expressed first preference school was a Welsh-medium school increased each from September 2019, and has remained consistent for September 2023, although there has been a slight decrease for September 2024, as follows: September 2019 – 9.0% September 2020 – 9.1% September 2021 – 9.2% September 2022 – 9.3% September 2023 – 9.3% September 2024 – 7.9%	The local authority is currently working with the Welsh Education Forum (WEF) and through the work of developing the Welsh in Education Strategic Plan (WESP), to identify the benefits in the development of Welsh-medium school catchment areas.

		policy reflects that there are no catchment areas for Welsh-medium schools in Bridgend. However, this does not present a disadvantage for any parent/carer applying for a Welsh-medium school, as proximity to the school is used as the alternative oversubscription criteria.		
--	--	---	--	--

Stage 3 - Strengthening the proposal

Having listed actions in section 2 which may mitigate any negative impacts or better contribute to positive impacts – please record below which ones you will imbed into the policy proposal and who will be responsible for them.

Also consider is the proposal necessary? Would it be possible to meet demand without any new developments? Could other existing provision be used? Where should the development be?

What are you going to do?	When are you going to do it?	Who is responsible?
The local authority will continue to promote Welsh-medium education via the WEF and through the delivery of the approved WESP	Timescales agreed in the WESP.	The local authority and partners.

Continue to offer discretionary free home-to-school transport for pupils residing over the statutory distance of - two miles for primary school pupils - three miles for secondary school pupils and - over 1.5 miles for nursery pupils to their nearest Welsh-medium school, even if that school is not the nearest school to their home.	Ongoing.	The local authority.
Progress a strong School Modernisation Programme with a significant increase in the number and availability of Welsh-medium nursery and primary school places across Bridgend.	In line with the delivery of Band B of the 21 st Century Schools Modernisation Programme outlined in the approved WESP.	
If ways of reducing the impact have been identified but are not possible to implement, please explain why. Give sufficient detail of data or research that has led to your reasoning.		
What was identified?	Why is it not possible?	
Not applicable	Not applicable	

Stage 4 – Review

For all policy proposals, whether it is a Significant Key Decision or not, you are required to forward this assessment to Welsh Language services – WLS@bridgend.gov.uk and the Consultation and Engagement team – consultation@bridgend.gov.uk in the first instance for some initial guidance and feedback.

It is important to keep a record of this process so that we can demonstrate how we have considered and built-in sustainable Welsh language considerations wherever possible. Please ensure you update the relevant sections below in collaboration with the relevant departments.

Welsh Language Services Comments	Date Considered	Brief description of any amendments made following Welsh Language Services feedback
Consultation Comments	Date Considered	Brief description of any amendments made following consultation

Stage 5 – Monitoring, Evaluating and Reviewing

How and who will you monitor the impact and effectiveness of the proposal?

Ongoing data analysis and reporting in respect of school admissions. An annual report is required by legislation and all admission policies are sent to Welsh Government by 15 April in the determination year.

Stage 6 – Summary of Impacts for the Proposal

Provide below a summary of the impact assessment, to include some of the main positive and negative impacts along with an overview of actions taken since the impact assessment to better contribute to more positive impacts.

Opportunities for persons to use the Welsh language – neutral impact.

Numbers and / or percentages of Welsh speakers – neutral impact.

Opportunities to promote the Welsh language – neutral impact.

The local authority's compliance with the statutory Welsh Language Standards – neutral impact.

Treating the Welsh language, no less favourably than the English language – neutral impact.

No additional actions have been taken to better contribute to more positive impacts since the consultation on the proposed arrangements (which was undertaken in accordance with the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 and the statutory School Admissions Code 2013).

Stage 7 – Sign off			
Name of Officer completing WLIA	Emma Giles	Service Director name:	Lindsay Harvey
Position	Senior Pupil Services Officer	I recommend that the proposal: (Highlight decision)	Is implemented with no amendments
			Is implemented taking into account the mitigating actions outlined
			Is rejected due to disproportionate negative impacts on the Welsh language
Signature		Service Director Signature	
Date		Date	

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	CAPITAL PROGRAMME QUARTER 3 UPDATE 2024-25
Report Owner / Corporate Director:	CHIEF OFFICER – FINANCE, HOUSING AND CHANGE
Responsible Officer:	HUW POWELL CAPITAL ACCOUNTANT
Policy Framework and Procedure Rules:	Paragraph 3.5.3 of the Financial Procedure Rules requires that the Chief Finance Officer shall report quarterly to Cabinet and Council with an update on the Capital Strategy and the Prudential Indicators. This report fulfils that requirement. There is no impact on the policy framework or procedure rules.
Executive Summary:	• The report provides an update on the quarter 3 spend and projected spend for 2024-25 as at 31 December 2024, the revised capital programme for 2024-25 to 2033-34 and the projected Prudential and Other Indicators for 2024-25. • Appendix A shows the budgets, spend to date and projected year end spend as at 31 December 2024 for the individual schemes in 2024-25. • Appendix B shows the revised capital programme for 2024-25 to 2033-34. • Appendix C provides details of the actual Prudential and Other Indicators for 2023-24 and projected for 2024-25.

1. Purpose of Report

1.1 The purpose of this report is to:

- Comply with the Chartered Institute of Public Finance and Accountancy's (CIPFA) 'The Prudential Code for Capital Finance in Local Authorities' (2021 edition) requirement to report performance against all forward looking indicators on a quarterly basis.
- Provide an update to Cabinet on the capital programme position for 2024-25 as at 31 December 2024 (**Appendix A**).

- Seek agreement from Cabinet to present a report to Council for approval of a revised capital programme for 2024-25 to 2033-34 (**Appendix B**).
- Ask Cabinet to note the actual Prudential and Other Indicators for 2023-24 and projected for 2024-25 (**Appendix C**).

2. Background

- 2.1 The Local Authorities (Capital Finance and Accounting) (Wales) Regulations 2003 as amended, contain detailed provisions for the capital finance and accounting controls, including the rules on the use of capital receipts and what is to be treated as capital expenditure. They modify accounting practice in various ways to prevent adverse impacts on authorities' revenue resources.
- 2.2 As well as the legislation, the Council manages its Treasury Management and Capital activities in accordance with the following associated guidance: -
- CIPFA's Treasury Management in the Public Services: Code of Practice
 - CIPFA's The Prudential Code for Capital Finance in Local Authorities
 - Welsh Government (WG) revised Guidance on Local Authority Investments
- 2.3 The Prudential Code for Capital Finance in Local Authorities requires Local Authorities to have in place a Capital Strategy which demonstrates that the Authority takes capital expenditure and investment decisions in line with service objectives and properly takes account of stewardship, value for money, prudence, sustainability, and affordability. To demonstrate that the Council has fulfilled these objectives, the Prudential Code sets out a number of Indicators that must be set and monitored each year. The Council's Capital Strategy 2024-25, incorporating the Prudential Indicators for 2024-25, was approved by Council on 28 February 2024.
- 2.4 On 28 February 2024 Council approved a capital budget of £110.537 million for 2024-25 as part of a capital programme covering the period 2024-25 to 2033-34. The programme was last updated and approved by Council on 20 November 2024, with a revised budget of £66.058 million.

3. Current situation / proposal

3.1 Capital Programme Quarter 3 Update 2024-25

- 3.1.1 This section of the report provides Members with an update on the Council's capital programme for 2024-25 since the budget was last approved by Council and incorporates any new schemes and grant approvals. The revised programme for 2024-25 currently totals £55.656 million, of which £27.343 million is met from Bridgend County Borough Council (BCBC) resources, including capital receipts, revenue contributions from earmarked reserves and borrowing, with the remaining £28.313 million coming from external resources, including Welsh Government General Capital Grant. Table 1 below shows the capital programme for each Directorate from the November 2024 approved Council position to Quarter 3:

Table 1 – Capital Programme per Directorate 2024-25

Directorate	Approved Council November 2024	New Approvals/ (Reductions)	Virements	Slippage (to)/from future years	Revised Budget 2024-25
	£'000	£'000	£'000	£'000	£'000
Education & Family Support	18,895	731	-	(2,475)	17,151
Social Services and Wellbeing	839	-	-	-	839
Communities	39,499	250	-	(8,517)	31,232
Chief Executive's	5,830	89	-	(480)	5,439
Council Wide	995	-	-	-	995
Total	66,058	1,070	-	(11,472)	55,656

3.1.2 Table 2 below summarises the current funding assumptions for the capital programme for 2024-25. The capital resources are managed to ensure that maximum financial benefit for the Council is achieved. This may include the realignment of funding to maximise government grants.

Table 2 – Capital Programme 2024-25 Resources

CAPITAL RESOURCES	£'000
BCBC Resources:	
Capital Receipts	10,751
Earmarked Reserves	9,497
Unsupported Borrowing	2,422
Supported Borrowing	3,937
Other Loans	160
Revenue Contribution	576
Total BCBC Resources	27,343
External Resources:	
S106	2,855
Grants	25,458
Total External Resources	28,313
TOTAL RESOURCES	55,656

- 3.1.3 **Appendix A** provides details of the individual schemes within the capital programme, showing the budget available in 2024-25 compared to the projected year end spend at 31 December 2024. There are currently no projected under or over spends on any of the schemes at year end.
- 3.1.4 However, a number of schemes have been identified as requiring slippage of budget to future years (2025-26 and beyond).

Heronsbridge Replacement (£1.200 million)

Welsh Government has approved the revised Outline Business Case and Council subsequently approved the additional funding required to deliver the scheme in November 2024. Cabinet approval has now been received to tender the project which will begin in February 2025, therefore, £1.200 million has been slipped to 2025-26 to progress the project through the next design stages.

Coety Primary School Extension (£1.500 million)

The design of the extension is being progressed and a planning application will be submitted shortly for consideration. Subject to the outcome of the planning process, the tender process will begin in 2025-26, therefore, £1.500 million has been slipped to 2025-26 to progress the project through the next stages of development.

Community Play Areas (£1.000 million)

Tender documentation for the next phase of the play area refurbishment programme is currently being reviewed by BCBC's procurement department, and tenders will be issued in the coming weeks. It is anticipated that the works will commence in the first quarter of 2025-26 and therefore £1.000 million has been slipped to 2025-26.

Parks/Pavilions/Community Centres Community Asset Transfers (£0.500 million)

Due to the Community Asset Transfer (CAT) officer post being vacant for a short period the number of funding applications approved has been lower than projected, resulting in a reduced spend in 2024-25. Therefore, £0.500 million is being slipped to fund works in 2025-26.

Ewenny Road Industrial Estate (£3.000 million)

The grant has been slipped due to delays in securing planning permission, which has now been granted, and the impact that has had on progressing the project, including the retender of the grant funded works. The retender has been completed and it is hoped contracts will be exchanged in the near future to enable the project to progress.

CESP/Arbed Phase 1 (£0.426 million)

Remedial works are progressing with work ongoing on 37 homes. Following the completion of planning surveys on all properties in the programme, the delivery plan provided by the main contractor has been updated and extends until December 2026. As a result, £0.426 million has been slipped to fund the remedial works to be undertaken in 2025-26.

Waterton Upgrade (£3.591 million)

On 22 October 2024 Cabinet agreed to delegate authority to officers to finalise the urgent works to the salt barn and other identified facilities. Work is now underway to pull together the procurement documentation to procure the necessary works, in line with the priorities outlined in the October report, but it is not envisaged that these works will be undertaken until 2025-26.

Health & Wellbeing Village (£0.480 million)

The Sunnyside Wellness village is an integrated social housing, health and open space project on the edge of Bridgend Town Centre that is being developed by Linc Cymru. £0.480 million of grant funding from the Integrated Care Fund has previously been approved towards the scheme's overall costs. The funding agreement is directly between Cwm Taf Morgannwg University Health Board and the Council, and a condition of the funding is that the Council must ensure that certain grant terms and conditions are fulfilled when passing on the funding to a third party, e.g. a legal charge on the property. It is anticipated that these conditions will be fulfilled in 2025-26 and the funding will then be passed to Linc Cymru.

In addition to the above schemes, one scheme has been identified as requiring budget to be brought forward from 2025-26 to 2024-25:

Mynydd Cynffig Primary School Replacement (£0.225 million)

The scheme is progressing well, and the team are currently working through Royal Institute of British Architects (RIBA) stage 4. It is projected that the spend on the scheme in 2024-25 will be £0.500 million, therefore £0.225 million is being brought forward from 2025-26 to fund the projected expenditure.

- 3.1.5 There are a number of amendments to the capital programme for 2024-25, such as new and amended schemes, since the capital programme was last approved, including:

Schools Capital Maintenance Grant (£0.731million)

A variation approval letter from Welsh Government has been received, confirming an additional £0.731 million has been allocated from the Sustainable Communities for Learning Programme Repairs and Maintenance Grant, increasing the allocation for 2024-25 to £1.826 million. The funding will support capital maintenance work and will assist in reducing revenue costs by improving energy efficiency and performance of the school buildings.

Porthcawl Regeneration (£0.250 million)

The freehold of the former Monster Park in Porthcawl was acquired by BCBC voluntarily for £0.250 million in June 2023 whilst the land was subject to an ongoing Compulsory Purchase Order. Pursuant to the terms of the Owners Agreement in place between BCBC and Welsh Government, the cost of the freehold purchase is repayable by Welsh Government following production of a written demand by BCBC, and an invoice has now been submitted to Welsh Government. The repayment of the £0.250 million to BCBC does not alter the ownership position with BCBC remaining the freehold owner and the WG payment representing fulfilment of the WG obligations within the Owners agreement. The freehold purchase was funded from the Porthcawl Regeneration budget in 2023-24, therefore £0.250 million is being added back to the budget.

Hwb Schools IT (£0.089 million)

£0.089 million has been added to Hwb Schools IT in relation to a range of planned ICT purchases in 2024-25. These will be funded from an existing earmarked reserve established for the purchase of ICT equipment by schools from their annual ICT SLA contributions.

- 3.1.6 A revised Capital Programme is included as **Appendix B**.

3.2 Prudential and Other Indicators 2024-25 Monitoring

- 3.2.1 The Capital Strategy is intended to give an overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services along with an overview of how associated risk is managed and the implications for future sustainability. To this end a number of prudential indicators were included in the Capital Strategy which was approved by Council on 28 February 2024. In line with the requirements of the Prudential Code, the Chief Finance Officer is required to establish procedures to monitor both performance against all forward-looking prudential indicators and the requirement specified.
- 3.2.2 In February 2024, Council approved the Capital Strategy for 2024-25, which included the Prudential Indicators for 2024-25.
- 3.2.3 **Appendix C** details the actual indicators for 2023-24, the estimated indicators for 2024-25 set out in the Council's Capital Strategy approved by Council on 28 February 2024 and the projected indicators for 2024-25 based on the revised Capital Programme. These show that the Council is operating in line with the approved indicators.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 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.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The Act provides the basis for driving a different kind of public service in Wales, with five ways of working to guide how public services should work to deliver for people. The well-being objectives are designed to complement each other and are part of an integrated way of working to improve well-being for the people of Bridgend. It is considered that there will be no significant or unacceptable impacts upon the achievement of the well-being goals or objectives as a result of this report.

6. Climate Change Implications

- 6.1 These are reflected within the report where relevant to specific schemes.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no safeguarding and corporate parent implications arising from this report.

8. Financial Implications

- 8.1 These are reflected within the report.

9. Recommendations

9.1 It is recommended that Cabinet:

- notes the Council's Capital Programme 2024-25 Quarter 3 update to 31 December 2024 **(Appendix A)**.
- agrees that the revised Capital Programme **(Appendix B)** be submitted to Council for approval.
- notes the actual Prudential and Other Indicators for 2023-24 and projected for 2024-25 **(Appendix C)**.

Background documents

None

This page is intentionally left blank

Bridgend County Borough Council

CAPITAL MONITORING REPORT

QUARTER 3 TO 31 DECEMBER 2024

APPENDIX A

	Budget 24-25 (Council Nov 24)	New Approvals and Adjustments	Virement	Slippage (to)/from Future Years	Revised Budget 2024-25	Total Expenditure to Date	Projected Spend	Over / (Under) Spend	Impact on BCBC Resources
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000

Education & Family Support

1	HIGHWAYS SCHEMES BAND B SCHOOL	100			100	22	100	-	
2	HERONSBRIDGE REPLACEMENT	1,338		(1,200)	138	10	138	-	
3	MYNYDD CYNFFIG REPLACEMENT	287		225	512	304	512	-	
4	Y G BRO OGWR REPLACEMENT	411			411	226	411	-	
5	BRIDGEND WEST MIM	-			-	-	-	-	
6	YSGOL GYFYN GYMRAEG LLANGYNWYD	97			97	-	97	-	
7	LAND PURCHASE BAND B SCHOOLS	-			-	-	-	-	
8	GARW VALLEY SOUTH PRIMARY PROVISION	61			61	-	61	-	
9	PENCOED PRIMARY SCHOOL BAND A	51			51	-	51	-	
10	PENCOED PRIMARY SCHOOL HIGHWAYS WORKS	56			56	-	56	-	
11	ABERCERDIN PRIMARY HUB	277			277	-	277	-	
12	BRYNTEG COMPREHENSIVE ALL WEATHER PITCH	38			38	-	38	-	
13	CHILDRENS DIRECTORATE MINOR WORKS	462			462	18	462	-	
14	SCHOOLS TRAFFIC SAFETY	56			56	8	56	-	
15	SCHOOL MODERNISATION	336			336	5	336	-	
16	PENCOED PRIMARY CLASSROOM EXTENSION	862			862	19	862	-	
17	COETY PRIMARY SCHOOL EXTENSION	1,638		(1,500)	138	19	138	-	
18	BRYNTIRION COMPREHENSIVE SIX CLASSROOMS	1,660			1,660	243	1,660	-	
19	BRYNTIRION COMP HIGHWAYS	134			134	-	134	-	
20	SCHOOLS CAPITAL MAINTENANCE GRANT	3,524	731		4,255	671	4,255	-	
21	WELSH MEDIUM GRANT - BRIDGEND	550			550	-	550	-	
22	WELSH MEDIUM GRANT - PORTHCAWL	550			550	-	550	-	
23	FREE SCHOOL MEALS	1,444			1,444	786	1,444	-	
24	COMMUNITY FOCUSED SCHOOLS	2,328			2,328	866	2,328	-	
25	ALN CAPITAL GRANT	1,229			1,229	352	1,229	-	
26	YSGOL GYMRAEG BRO OGWR MOBILE CLASSROOMS	437			437	-	437	-	
27	PORTHCAWL WELSH MEDIUM SEEDLING SCHOOL	370			370	55	370	-	
28	FLYING START EXTENSION - NANTYMOEL PRIMARY	563			563	24	563	-	
29	FLYING START HIGHWAYS	36			36	-	36	-	
TOTAL Education & Family Support		18,895	731	-	(2,475)	17,151	3,627	17,151	-

Social Services and Wellbeing

30	BRYN Y CAE - UPGRADE HFE'S	40			40	-	40	-	
31	TY CWM OGWR	23			23	-	23	-	
32	WELLBEING MINOR WORKS	212			212	40	212	-	
33	BAKERS WAY MINOR WORKS	10			10	-	10	-	
34	CHILDRENS RESIDENTIAL HUB	74			74	1	74	-	
35	BREAKAWAY	98			98	60	98	-	

	Budget 24-25 (Council Nov 24)	New Approvals and Adjustments	Virement	Slippage (to)/from Future Years	Revised Budget 2024-25	Total Expenditure to Date	Projected Spend	Over / (Under) Spend	Impact on BCBC Resources
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
36 COMMUNITY CENTRES	167				167	31	167	-	
37 BRYNGARW HOUSE	8				8	-	8	-	
38 YSGOL BRYN CASTELL HARD COURT	99				99	90	99	-	
39 OGMORE VALLEY LIFE CENTRE	108				108	97	108	-	
TOTAL Social Services & Wellbeing	839	-	-	-	839	319	839	-	-

Communities

Street Scene

40 COMMUNITY PLAY AREAS	2,851			(1,000)	1,851	1,352	1,851	-	
41 PARKS/PAVILIONS/OTHER COMMUNITY ASSET TRANSFERS	936			(500)	436	357	436	-	
42 ABERFIELDS PLAYFIELDS	11				11	-	11	-	
43 CITY DEAL	-				-	-	-	-	
44 COYCHURCH CREM WORKS	75				75	18	75	-	
45 REMEDIAL MEASURES - CAR PARKS	135				135	-	135	-	
46 CIVIL PARKING ENFORCEMENT CAR	20				20	11	20	-	
47 20 MPH DEFAULT SPEED	521				521	83	521	-	
48 ROAD SAFETY SCHEMES	6				6	(5)	6	-	
49 PENCOED TECH PARK ACT TRAVEL	-				-	(41)	-	-	
50 HIGHWAYS STRUCTURAL WORKS	494				494	485	494	-	
51 CARRIAGEWAY CAPITAL WORKS	250				250	189	250	-	
52 CARRIAGEWAY & FOOTWAYS RENEWAL	-				-	(9)	-	-	
53 PROW CAPITAL IMPROVEMENT STRUCTURES	65				65	20	65	-	
54 HIGHWAYS REFURBISHMENT	1,000				1,000	855	1,000	-	
55 REPLACEMENT OF STREET LIGHTING	496				496	114	496	-	
56 RIVER BRIDGE PROTECTION MEASURES	22				22	-	22	-	
57 COMMUNITIES MINOR WORKS	762				762	26	762	-	
58 ULEV TRANSFORMATION FUND 2	23				23	16	23	-	
59 FLEET TRANSITION-ULEV	155				155	86	155	-	
60 NET ZERO CARBON FLEET	147				147	-	147	-	
61 PORTHCAWL METRO LINK (CCR)	948				948	810	948	-	
62 RESIDENTS PARKING BRIDGEND TOWN CENTRE	109				109	-	109	-	
63 FLEET VEHICLES	1,864				1,864	135	1,864	-	
64 CORNELLY CEMETERY EXTENSION	5				5	5	5	-	
65 PORTHCAWL CEMETERY EXTENSION	35				35	35	35	-	
66 CEMETERIES	314				314	-	314	-	
67 S106 HIGHWAYS SMALL SCHEMES	39				39	3	39	-	
68 ROAD SAFETY IMPROVEMENTS	380				380	1	380	-	
69 PUFFIN CROSSING KENFIG HILL	6				6	-	6	-	
70 YNYSAWDRE TO BRYNCETHIN ATR	-				-	(19)	-	-	
71 COAL TIP SAFETY	457				457	-	457	-	
72 TRAFFIC SIGNAL REPLACEMENT	290				290	-	290	-	
73 GRASS CUTTING EQUIPMENT	340				340	-	340	-	
74 WASTE VEHICLES					-	-	-	-	
TOTAL Streetscene	12,756	0	0	-1,500	11,256	4,527	11,256	0	0

	Budget 24-25 (Council Nov 24)	New Approvals and Adjustments	Virement	Slippage (to)/from Future Years	Revised Budget 2024-25	Total Expenditure to Date	Projected Spend	Over / (Under) Spend	Impact on BCBC Resources
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000

Regeneration & Development

75	EU CONVERGANCE SRF BUDGET	436				436	-	436	-	
76	COSY CORNER (PRIF)	-				(73)	-	-	-	
77	PORTHCAWL REGENERATION PROJECT	2,616	250			2,866	17	2,866	-	
78	ECONOMIC STIMULUS GRANT	417				417	77	417	-	
79	COASTAL RISK MANAGEMENT PROGRAM	210				210	24	210	-	
80	EWENNY ROAD INDUSTRIAL ESTATE	3,493			(3,000)	493	8	493	-	
81	ARBED PHASE 1 CESP	1,804			(426)	1,378	65	1,378	-	
82	BRIDGEND HEAT SCHEME	-				-	-	-	-	
83	MAESTEG TOWN HALL CULTURAL HUB	1,547				1,547	1,330	1,547	-	
84	TOWN & COMMUNITY COUNCIL FUND	219				219	51	219	-	
85	PORTHCAWL TOWNSCAPE HERITAGE INITIATIVE	124				124	52	124	-	
86	COMM PROP ENHANCEMENT FUND	134				134	-	134	-	
87	URBAN CENTRE PROPERTY ENHANCE	1,024				1,024	79	1,024	-	
88	2030 DECARBONISATION	715				715	92	715	-	
89	SHARED PROSPERITY FRAMEWORK	4,931				4,931	766	4,931	-	
90	LOCAL PLACES FOR NATURE	110				110	30	110	-	
91	PORTHCAWL GRAND PAVILION	1,675				1,675	637	1,675	-	
92	LOW CARBON HEAT GRANT	1,089				1,089	22	1,089	-	
TOTAL Regeneration & Development		20,544	250	-	-	3,426	17,368	3,178	17,368	-

Corporate Landlord

93	DDA WORKS	206				206	8	206	-	
94	MINOR WORKS	1,601				1,601	20	1,601	-	
95	FIRE PRECAUTIONS MINOR WORKS	177				177	45	177	-	
96	BRYNCETHIN DEPOT FACILITIES	517				517	193	517	-	
97	WATERTON UPGRADE	3,591			(3,591)	-	-	-	-	
98	EVERGREEN HALL	60				60	60	60	-	
99	INVESTING IN COMMUNITIES	47				47	-	47	-	
TOTAL Corporate Landlord		6,199	-	-	(3,591)	2,608	326	2,608	-	-

TOTAL Communities**Chief Executive**

100	MANDATORY DFG RELATED EXPEND	1,947				1,947	1,819	1,947	-	
101	DISCRETIONARY HOUSING GRANTS	200				200	200	200	-	
102	HOUSING RENEWAL AREA	73				73	14	73	-	
103	ENABLE GRANT	270				270	79	270	-	
104	HOMELESSNESS AND HOUSING	530				530	-	530	-	
105	HEALTH & WELLBEING VILLAGE	480			(480)	-	-	-	-	
106	AFFORDABLE HOUSING	1,066				1,066	263	1,066	-	
TOTAL Housing/Homelessness		4,566	-	-	(480)	4,086	2,375	4,086	-	-

		Budget 24-25 (Council Nov 24)	New Approvals and Adjustments	Virement	Slippage (to)/from Future Years	Revised Budget 2024-25	Total Expenditure to Date	Projected Spend	Over / (Under) Spend	Impact on BCBC Resources
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
107	ICT INFRA SUPPORT	795				795	643	795	-	
108	DIGITAL TRANSFORMATION	102				102	-	102	-	
109	CCTV SYSTEMS REPLACEMENT	38				38	-	38	-	
110	ICT DATA CENTRE REPLACEMENT	238				238	92	238	-	
111	HWB SCHOOLS IT	91	89			180	100	180	-	
TOTAL ICT		1,264	89	-	-	1,353	835	1,353	-	-
TOTAL Chief Executive		5,830	89	-	(480)	5,439	3,210	5,439	-	-
Council Wide Capital Budgets										
112	CORPORATE CAPITAL FUND	773				773	-	773	-	
113	UNALLOCATED	222				222	-	222	-	
		995	-	-	-	995	-	995	-	-
GRAND TOTAL		66,058	1,070	-	(11,472)	55,656	15,187	55,656	-	-

Page 149

		Date Approved	Improvement Priority	Total 2024-2034			2024-25					FUTURE YEARS										CUMULATIVE
				Total Cost £'000	BCBC Funding £'000	External Funding £'000	Council Nov 24 2024-25 £'000	New Approvals / Reductions £'000	Virement £'000	Slippage (to)/from Future Years £'000	Revised 2024-25 £'000	2025-2026 £'000	2026-2027 £'000	2027-2028 £'000	2028-2029 £'000	2029-2030 £'000	2030-2031 £'000	2031-2032 £'000	2032-2033 £'000	2033-2034 £'000	Total 2023 - 2034 £'000	
66	Cemeteries	18/19	NONPTY	314	314	-	314					314										314
67	S106 Highways Small Schemes	14/15	IP3	39	-	39	39					39										39
68	Unadopted Roads	14/15	IP2	380	380	-	380					380										380
69	Puffin Crossing Kenfig Hill	22/23	IP3	6	6	-	6					6										6
70	Ynysawdre to Bryncethin ATR	23/24	IP2	-		-						-										-
71	Coal Tip Safety	23/24	NONPTY	457		457	457					457										457
72	Traffic Signal Replacement (Coity Castle Pub Gyratory)	23/24		290	290		290					290										290
73	Grass Cutting Equipment	24/25		340	340		340					340										340
74	Waste Vehicles	24/25		8,000	8,000							-	3,000	3,000	2,000							8,000
Regeneration & Development																						
75	Special Regeneration Funding	17/18	IP1	436	436	-	436					436										436
76	Cosy Corner (PRIF)	21/22	IP1	-	-	-						-										-
77	Porthcawl Regeneration	20/21	IP1	2,866	2,866	-	2,616	250				2,866										2,866
78	Economic Stimulus Grant	19/20	IP1	417	417	-	417					417										417
79	Coastal Risk Management Programme	20/21	IP1	210	210	-	210					210										210
80	Ewenny Road Industrial Estate	21/22	IP1	3,493	-	3,493	3,493				(3,000)	493	3,000									3,493
81	CESP/Arbed Phase 1	21/22	NONPTY	2,233	855	1,378	1,804				(426)	1,378	855									2,233
82	Bridgend Heat Scheme	16/17	IP1	3,265	2,276	989						-	3,265									3,265
83	Maesteg Town Hall Cultural Hub	17/18	IP1	1,547	1,297	250	1,547					1,547										1,547
84	Town & Community Council Fund	RECURRENT	IP3	669	669	-	219					219	50	50	50	50	50	50	50	50	50	669
85	Porthcawl Townscape Heritage Initiative	14/15	IP1	124	124	-	124					124										124
86	Commercial Property Enhancement Fund	21/22	IP1	134	134		134					134										134
87	Urban Centre Property Enhancement	19/20	IP1	1,024		1,024	1,024					1,024										1,024
88	2030 Decarbonisation	RECURRENT	IP3	1,615	1,615		715					715	150	150	150	150	150	150				1,615
89	Shared Prosperity Fund	22/23	IP1	4,931		4,931	4,931					4,931										4,931
90	Local Places for Nature	23/24	IP1	110		110	110					110										110
91	Porthcawl Grand Pavilion	22/23	NONPTY	19,193	2,000	17,193	1,675					1,675	17,518									19,193
92	Low Carbon Heat	24/25		1,089	-	1,089	1,089					1,089										1,089
Corporate Landlord																						
93	DDA Works	14/15	NONPTY	206	206	-	206					206										206
94	Minor Works Asset Management	RECURRENT	IP3	11,771	11,771	-	1,601					1,601	1,130	1,130	1,130	1,130	1,130	1,130	1,130	1,130	1,130	11,771
95	Fire Precautions	14/15	NONPTY	177	177	-	177					177										177
96	Bryncethin Depot Facilities	14/15	IP3	517	517	-	517					517										517
97	Waterton Upgrade	18/19	IP3	3,591	3,591	-	3,591				(3,591)	-	3,591									3,591
98	Evergreen Hall	19/20	IP3	60	60	-	60					60										60
99	Investing in Communities	19/20	IP3	47	47	-	47					47										47
Total Communities				99,582	67,474	32,108	39,499	250	-	(8,517)		31,232	37,724	5,791	5,010	6,009	4,986	2,320	2,170	2,170	2,170	99,582
Chief Executive's																						
Housing / Homelessness																						
100	Disabled Facilities Grants (DFG)	RECURRENT	IP2	17,197	17,065	132	1,947					1,947	1,250	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	17,197
101	Discretionary Housing Grants	RECURRENT	IP2	2,000	2,000		200					200	200	200	200	200	200	200	200	200	200	2,000
102	Housing Renewal / Empty Properties	RECURRENT	IP1	973	973	-	73					73	100	100	100	100	100	100	100	100	100	973
103	Enable Grant	16/17	IP2	270	-	270	270					270										270
104	Homelessness and Housing	22/23	IP2	530		530	530					530										530
105	Health and Wellbeing Village	21/22	IP1	480	-	480	480				(480)	-	480									480
106	Affordable Housing	23/24	IP1	1,066	530	536	1,066					1,066										1,066
ICT																						
107	Investment in ICT	RECURRENT	IP3	4,395	4,395	-	795					795	400	400	400	400	400	400	400	400	400	4,395
108	Digital Transformation	22/23	IP3	102	102	-	102					102										102
109	Replacement CCTV	21/22	IP3	38	38	-	38					38										38
110	ICT Datacentre Replacement	22/23	IP3	238	238		238					238										238
111	HWB Schools IT	21/22	IP3	180	180	-	91	89				180										180
Total Chief Executive's				27,469	25,521	1,948	5,830	89	-	(480)		5,439	2,430	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	27,469
Council Wide Capital Budgets																						
112	Corporate Capital Fund	RECURRENT	NONPTY	773	773		773					773										773
113	Unallocated	RECURRENT	NONPTY	29,328	29,328	-	222					222	1,928	1,928	1,928	3,812	3,812	3,812	3,962	3,962	3,962	29,328
Total Council Wide Capital budgets				30,101	30,101	-	995	-	-	-		995	1,928	1,928	1,928	3,812	3,812	3,812	3,962	3,962	3,962	30,101
Total Expenditure				253,413	160,620	92,793	66,058	1,070	-	(11,472)		55,656	118,916	11,606	9,388	12,271	11,248	8,582	8,582	8,582	8,582	253,413
Expected Capital Resources																						
General Capital Funding																						
General Capital Funding - General Capital Grant				46,991	46,991	-	4,043					4,043	4,772	4,772	4,772	4,772	4,772	4,772	4,772	4,772	4,772	46,991
General Capital Funding - Supported Borrowing				38,227	38,227	-	3,937					3,937	3,810	3,810	3,810	3,810	3,810	3,810	3,810	3,810	3,810	38,227
Capital Receipts				26,046	26,046	-	13,820	250		(3,319)		10,751	14,239	521		535						26,046
Earmarked Reserves				37,145	37,145	-	12,783	89		(3,375)		9,497	20,667	471	690	3,154	2,666					37,145
Revenue Contribution				577	577	-	576					576	1									577
Prudential Borrowing (Directorate Funded)				3,644	3,644	-	1,822					1,822	1,822									3,644
Prudential Borrowing (Corporately Funded)				7,830	7,830	-	1,600			(1,000)		600	5,767	1,347	116							7,830
SALIX Interest Free Loan - WG				160	160		160					160										160
Sub-Total General Capital Funding				160,620	160,620	-	38,741	339	-	(7,694)		31,386	51,078	10,921	9,388							

[illegible]

This page is intentionally left blank

PRUDENTIAL AND OTHER INDICATORS 2023-24 and 2024-25

The Prudential Indicators are required to be set and approved by Council in accordance with CIPFA's Prudential Code for Capital Finance in Local Authorities.

Table 1 shows the 2023-24 actual capital expenditure, the capital programme approved by Council on 28 February 2024 and the projected capital expenditure for the current financial year which has incorporated slippage of schemes from 2023-24 together with any new grants and contributions or changes in the profile of funding for 2024-25.

Table 1: Prudential Indicator: Estimates of Capital Expenditure

	2023-24 Actual £m	2024-25 Estimate (Council Feb 24) £m	2024-25 Projection £m
Council Fund services	31.813	110.537	55,656
Right of Use Assets	0.00	3.149	3.149
TOTAL	31.813	113.686	58.805

All capital expenditure must be financed, either from external sources (government grants and other contributions), the Council's own resources (revenue, reserves and capital receipts) or debt (the 'net financing requirement' - borrowing, leasing and Private Finance Initiative). The planned financing of the expenditure has been projected as follows:

Table 2: Capital financing

	2023-24 Actual £m	2024-25 Estimate (Council Feb 24) £m	2024-25 Projection £m
External sources	18.677	62.595	28.313
Own resources	7.420	36.289	20.824
Net Financing Requirement	5.716	14.802	9.668
TOTAL	31.813	113.686	58.805

The net financing requirement is only a temporary source of finance, since loans and leases must be repaid, and this is therefore replaced over time by other financing, usually from revenue which is known as the Minimum Revenue Provision (MRP). As well as MRP, the Council makes additional voluntary revenue contributions to pay off Prudential or Unsupported Borrowing. The total of these are shown in Table 3 below:

Table 3: Replacement of debt finance

	2023-24 Actual £m	2024-25 Estimate (Council Feb 24) £m	2024-25 Projection £m
Minimum Revenue Provision (MRP)	3.298	3.385	1.069
Additional Voluntary Revenue Provision (VRP)	2.273	2.788	1.866
Total MRP & VRP	5.571	6.173	2.935
Other MRP on Long term Liabilities	0.929	1.148	1.148
Total Own Resources	6.500	7.321	4.083

The Council's cumulative outstanding amount of debt finance is measured by the Capital Financing Requirement (CFR). This increases with new debt-financed capital expenditure and reduces by the MRP amount within the year. Based on the above figures for expenditure and financing, the Council's actual CFR is as follows based on the movement on capital expenditure during the year:

Table 4: Prudential Indicator: Estimates of Capital Financing Requirement

	2023-24 Actual £m	2024-25 Estimate – Capital Strategy £m	2024-25 Projection £m
Capital Financing Requirement			
Opening CFR excluding PFI & other liabilities	162.600	170.246	162.745
Opening PFI CFR	13.903	12.974	12.974
Total opening CFR	176.503	183.220	175.719
Movement in CFR excluding PFI & other liabilities	0.145	5.333	3.584
Movement in PFI and other long term leases CFR	(0.929)	2.148	2.001
Total movement in CFR	(0.784)	7.481	5.585
Closing CFR	175.719	190.701	181.304
Movement in CFR represented by:			
Net financing need for year (Table 2 above)	5.716	14.802	9.668
Minimum and voluntary revenue provisions	(5.571)	(6.173)	(2.935)
MRP on PFI and other long term leases (Table 3)	(0.929)	(1.148)	(1.148)
Total movement	(0.784)	7.481	5.585

The capital borrowing need (Capital Financing Requirement) has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This is known as Internal Borrowing. Projected levels of the Council's total outstanding debt, which comprises of borrowing, PFI and Other Long Term Liabilities, are shown below compared with the Capital Financing Requirement:

Table 5: Prudential Indicator: Gross Debt and the Capital Financing Requirement

	2023-24	2024-25	2024-25
	Actual	Estimate	Projection
	£m	(Council Feb 24)	£m
Debt (incl. PFI & leases)	117.682	118.049	108.736
Capital Financing Requirement	175.719	190.701	181.304

Statutory guidance is that debt should remain below the capital financing requirement, except in the short-term. As can be seen, the Council expects to comply with this in the medium term.

The Council is legally obliged to set an affordable borrowing limit (also termed the authorised limit for external debt) each year. In line with statutory guidance, a lower "operational boundary" is also set as a warning level should debt approach the limit.

Table 6: Prudential Indicators: Authorised limit and operational boundary for external debt in £m

	2023-24	2024-25	2024-25
	Actual	Estimate	Projection
	£m	(Council Feb 24)	£m
Authorised limit – borrowing	170.000	170.000	170.000
Authorised limit – other long term liabilities	30.000	25.000	25.000
Authorised Limit Total	200.00	195.000	195.000
Operational boundary – borrowing	130.000	120.000	120.000
Operational boundary – other long term liabilities	25.000	20.000	20.000
Operational Boundary Limit Total	155.000	140.000	140.000
Total Borrowing and Long Term Liabilities	117.682	118.049	108.736

Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue, offset by any investment income receivable. The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants

Table 7: Prudential Indicator: Proportion of financing costs to net revenue stream

	2023-24 Actual £m	2024-25 Estimate (Council Feb 24) £m	2024-25 Projection £m
Capital Financing Central	5.658	7.519	2.863
Other Financing costs	4.220	4.735	3.813
TOTAL FINANCING COSTS	9.878	12.255	6.676
Proportion of net revenue stream	2.89%	3.58%	1.84%

This shows that in 2024-25, it was forecast that 3.58% of the Council's net revenue income will be spent on paying back the costs of capital expenditure. The current projection is anticipating it will be 1.84%.

The net revenue stream is calculated as the income from Welsh Government Revenue Settlement Grant plus Council Tax and NNDR, less Police and Community Council precepts.

The table below shows the Prudential Indicator of estimates of net income from commercial and service investments to net revenue stream.

Table 8: Prudential Indicator: Net Income from Commercial and Service Investments to Net Revenue Stream

	2023-24 Actual £m	2024-25 Estimate £m	2024-25 Projection £m
Net Revenue Budget	343.841	360.671	360.671
Income from Commercial Investments	0.459	0.459	0.459
% Ratio	0.13%	0.13%	0.13%

The income receivable from the commercial property portfolio is not deemed to be a financial resilience risk in terms of being 'disproportionate' to the Council's overall income.

Meeting of:	CABINET
Date of Meeting:	04 FEBRUARY 2025
Report Title:	INFORMATION REPORT FOR NOTING
Report Owner / Corporate Director:	CHIEF OFFICER – LEGAL AND REGULATORY SERVICES, HR AND CORPORATE POLICY
Responsible Officer:	MICHAEL PITMAN – TECHNICAL SUPPORT OFFICER DEMOCRATIC SERVICES
Policy Framework and Procedure Rules:	There is no effect upon the policy framework and procedure rules.
Executive Summary:	To update Cabinet with a report for Members noting on Corporate Complaints

1. Purpose of Report

- 1.1 The purpose of this report is to inform Cabinet of the Information Report for noting that has been published since its last scheduled meeting.

2. Background

- 2.1 It was previously resolved to approve a revised procedure for the presentation to Cabinet and Council of Information Reports for noting.

3. Current situation / proposal

3.1 Information Report

The following Information Report has been published since the last meeting of Cabinet:-

<u>Title</u>	<u>Date Published</u>
Monitoring Report – Corporate Complaints	29 January 2025

3.2 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.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 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.

5. Well-being of Future Generations Implications and Connection to Corporate Well-being Objectives

- 5.1 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.

6. Climate Change Implications

- 6.1 There are no Climate Change Implications from this report.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no Safeguarding and Corporate Parent Implications from this report.

8. Financial Implications

- 8.1 There are no financial implications in relation to this report.

9. Recommendations

- 9.1 That Cabinet acknowledges the publication of the report referred to in paragraph 3.1 above.

Background documents

None

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	MONITORING REPORT – CORPORATE COMPLAINTS
Report Owner / Corporate Director:	CHIEF OFFICER – LEGAL AND REGULATORY, HR AND CORPORATE POLICY
Responsible Officer:	CHARLOTTE BRANFORD INFORMATION AND DATA PROTECTION OFFICER
Policy Framework and Procedure Rules:	There is no effect upon the policy framework and procedure rules.
Executive Summary:	The purpose of this report is to present the Annual Corporate Complaints data for 2024

1. Purpose of Report

- 1.1 The purpose of this report is to provide information to Cabinet on the performance of the Information Team in processing Corporate Complaints, Freedom of Information (FOI) requests and other information requests.

2. Background

- 2.1 The Corporate Complaints Policy requires that the Information Team report to Cabinet at least annually on performance. **Appendix A** includes performance data in relation to the additional areas outlined above (FOI and other information requests) as these form a significant part of the work of the team.

3. Current situation / proposal

- 3.1 **Appendix A** provides a monitoring report for the period 1 January 2024 – 31 December 2024.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 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.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts upon the achievement of wellbeing goals/objectives as a result of this report.

6. Climate Change Implications

- 6.1 There are no climate change implications arising from this report.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no safeguarding or corporate parent implications arising from this report.

8. Financial Implications

- 8.1 There are no financial implications arising out of this report.
- 8.2 The Public Services Ombudsman Wales (PSOW) has the legal power to require authorities to make payments to complainants where they have suffered financial loss, or in compensation for distress and inconvenience. The PSOW has not required the Authority to make any payments within this reporting period.

9. Recommendation

- 9.1 Cabinet is recommended to note the report.

Background documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

MONITORING REPORT – COMPLAINTS, FREEDOM OF INFORMATION AND DATA PROTECTION

1. Background

The Information Team, based in Chief Executive’s Directorate is responsible for processing all formal complaints in line with the Authority’s Corporate Complaints Procedure, logging and responding to requests made under the Freedom of Information Act 2000 and Data Subject Access requests made under the Data Protection Act 2018. The Team also process requests for information from bodies such as the Police, HM Revenue and Customs (HMRC) and the National Health Service (NHS).

Complaints

The Corporate Complaints Policy was approved by the Cabinet at its meeting on 17 November 2020, to take effect from 23 November 2020.

The Policy sets out a two stage process as follows:

- **Informal Complaint Stage**
- **Formal Complaint Stage**

This Policy replaces the previous policy which was approved in 2013. The policy is a national policy required by the Public Services Ombudsman for Wales (PSOW).

2. Informal Complaints (Stage 1)

2.1 The Policy recognises that complaints should be dealt with as quickly as possible and, where possible, informally as part of the normal working of the Authority. It advises customers to contact the office or officer responsible for the service to provide an opportunity to solve the problem. All informal complaints should be logged in the Corporate Complaints office as the Council is now required to report on these every quarter to the PSOW.

2.2 The PSOW now sets criteria for complaint types to be logged. For the period from 1 January to 31 December 2024, the number of informal complaints received against each category was as follows:

Informal Complaints	Number
Adult Social Services	0
Benefits Administration	4
Children’s Social Services	2

Complaints Handling	2
Community Facilities (including Recreation & Leisure)	19
Education	27
Environment & Environmental Health	5
Finance & Council Tax	23
Housing	32
Planning & Building Control	16
Roads & Transport	44
Various/Other	35
Waste & Refuse	96
TOTAL	305

3. Formal Complaints (Stage 2)

3.1 Formal complaints are received by email, telephone, letter or online complaint form. All formal corporate complaints, with the exception of schools and social services (which have their own statutory procedures), are received, logged and acknowledged centrally by the Information Team within 5 working days. These complaints are sent to the relevant Head of Service who appoints a senior officer within the service to investigate the complaint and respond directly within 20 working days. The Information Team is provided with a copy of the response. If an investigation is more complex and more time may be needed, the complainant is advised of the likely timescale and kept informed of progress.

3.2 The Information Team has received, logged, acknowledged and referred a total of 51 formal complaints for the period from 1 January to 31 December 2024. The breakdown for the period is as follows:

	Jan – Dec 2024
No. of Complaints Received	51
No. acknowledged in 5 working days	32
No. acknowledged outside 5 working days	19

3.3 The table below sets out the number of formal complaints the Council has received in 2024 and the previous two years:

Year	Number of Complaints Received
Jan – Dec 2023	65

Jan – Dec 2024	51
----------------	----

3.4 The Information Team endeavour to ensure that all complaints (both informal and formal) are acknowledged within 5 working days. However in some circumstances and for a variety of reasons this is not always possible.

3.5 For the period from 1 January to 31 December 2024, the number of formal complaints received against each of the Public Services Ombudsman criteria was as follows:

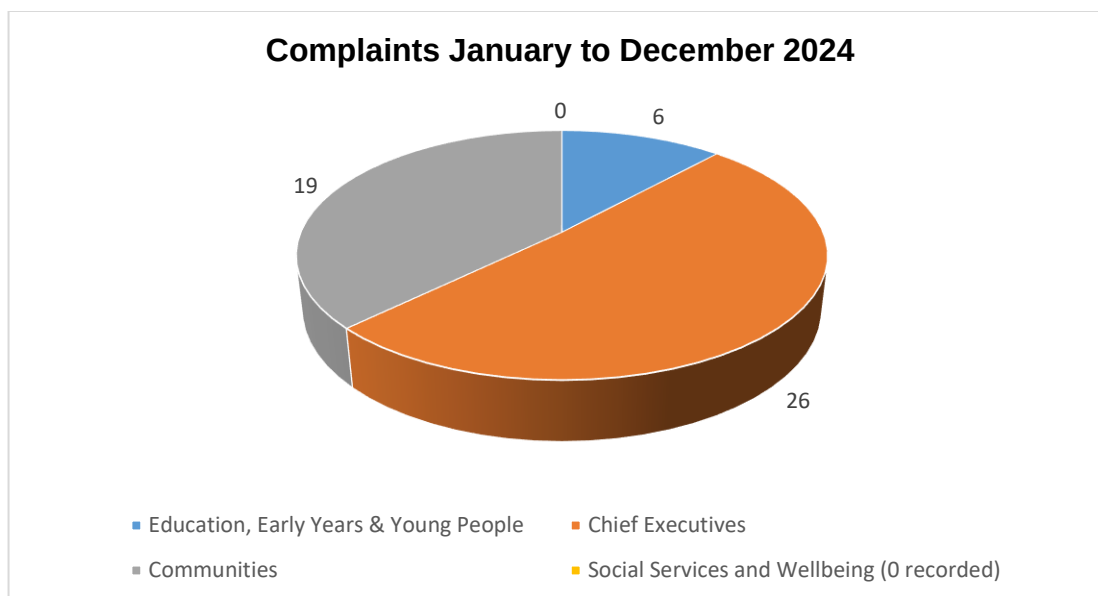
Formal	Number
Adult Social Services	0
Benefits Administration	1
Children's Social Services	0
Community Facilities (including Recreation & Leisure)	3
Complaints Handling	2
Education	6
Environment & Environmental Health	0
Finance & Council Tax	6
Housing	10
Planning & Building Control	7
Roads & Transport	5
Various/Other	9
Waste & Refuse	2

3.6 The following information sets out the breakdown of Stage 1 (informal) and Stage 2 formal complaints received regarding each County Borough Council Ward shown, which has been requested by elected Members:

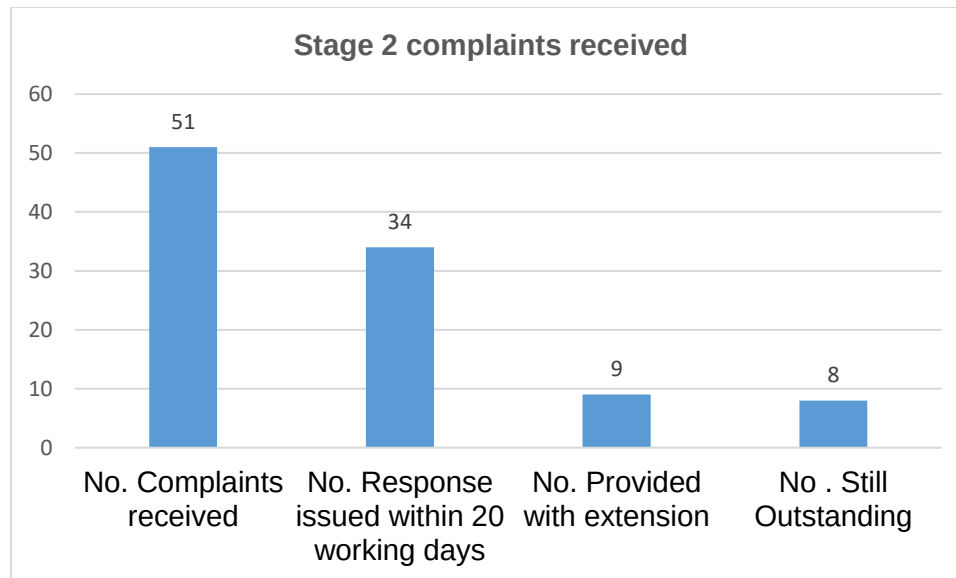
Ward	No. of Stage 1 complaints	No. of Stage 2 complaints
Aberkenfig	4	0
Blackmill	6	0
Brackla East & Coychurch Lower	10	3
Brackla East Central	2	0
Brackla West	4	1
Brackla West Central	3	1

Bridgend Central	11	1
Bryntirion, Laleston & Merthyr Mawr	11	1
Caerau	4	1
Cefn-Glas	2	0
Coity Higher	11	0
Cornelly	16	2
Garw Valley	13	1
Llangynwyd	3	0
Maesteg East	13	0
Maesteg West	7	2
Nant-y-moel	7	0
Newton	4	0
Nottage	5	1
Ogmore Vale	5	1
Oldcastle	5	0
Pen-y-fai	5	0
Pencoed & Penprysg	14	3
Porthcawl East Central	15	0
Porthcawl West Central	4	0
Pyle, Kenfig Hill & Cefn Cribbwr	11	0
Rest Bay	6	1
St Bride's Minor & Yynsawdre	18	2
Unknown/By Email	86	30
TOTAL	305	51

3.7 For the period from 1 January to 31 December 2024, the number of Stage 2 (formal) complaints received by each Directorate is outlined in the chart below:



- 3.8 For the period 1 January to 31 December 2024 one complaint was received from the Welsh Language commissioner in relation to English only road markings. The Council has resolved the issue, however a decision is still awaited from the Welsh Language Commissioner.
- 3.9 As required by the Equalities Strategy, an equalities monitoring questionnaire has been developed to accompany the Corporate Complaints Form. The information collected informs the Strategic Equality Plan.
- 3.10 The chart below provides a breakdown of the number of formal Complaints received, those responded to within 20 working days, those for which it was necessary to request an extension to the response deadline, those that remain outstanding and those complaints currently under investigation within the respective 20 working days.



4. Complaints made to the Public Services Ombudsman for Wales

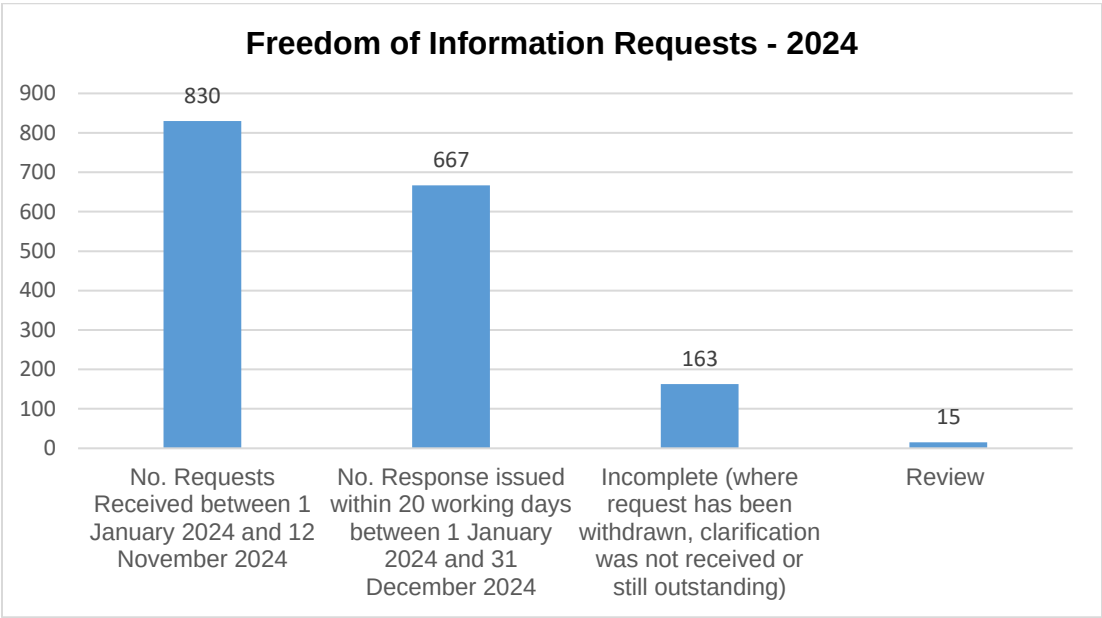
- 4.1 Customers have the right at any stage to refer their complaint to the Public Services Ombudsman for Wales for his consideration of maladministration e.g. unfairness or delay. However, the Ombudsman will usually give the Authority a reasonable opportunity to investigate and respond to a complaint, before he investigates.
- 4.2 The Public Services Ombudsman for Wales received 54 complaints about the Authority during the period January to December 2024. Of these 8 were resolved through early resolution, 19 had been submitted before completing the Council's complaints procedure, 10 were out of jurisdiction and the remainder did not proceed to investigation as the Ombudsman found there was no case to answer. A breakdown of the complaints by service area is set out below.

Adult Social Services	6
Childrens Services	11
Complaints Handling	3
Education	7
Finance & Taxation	8
Housing	4
Planning	8
Roads	2
Waste	5

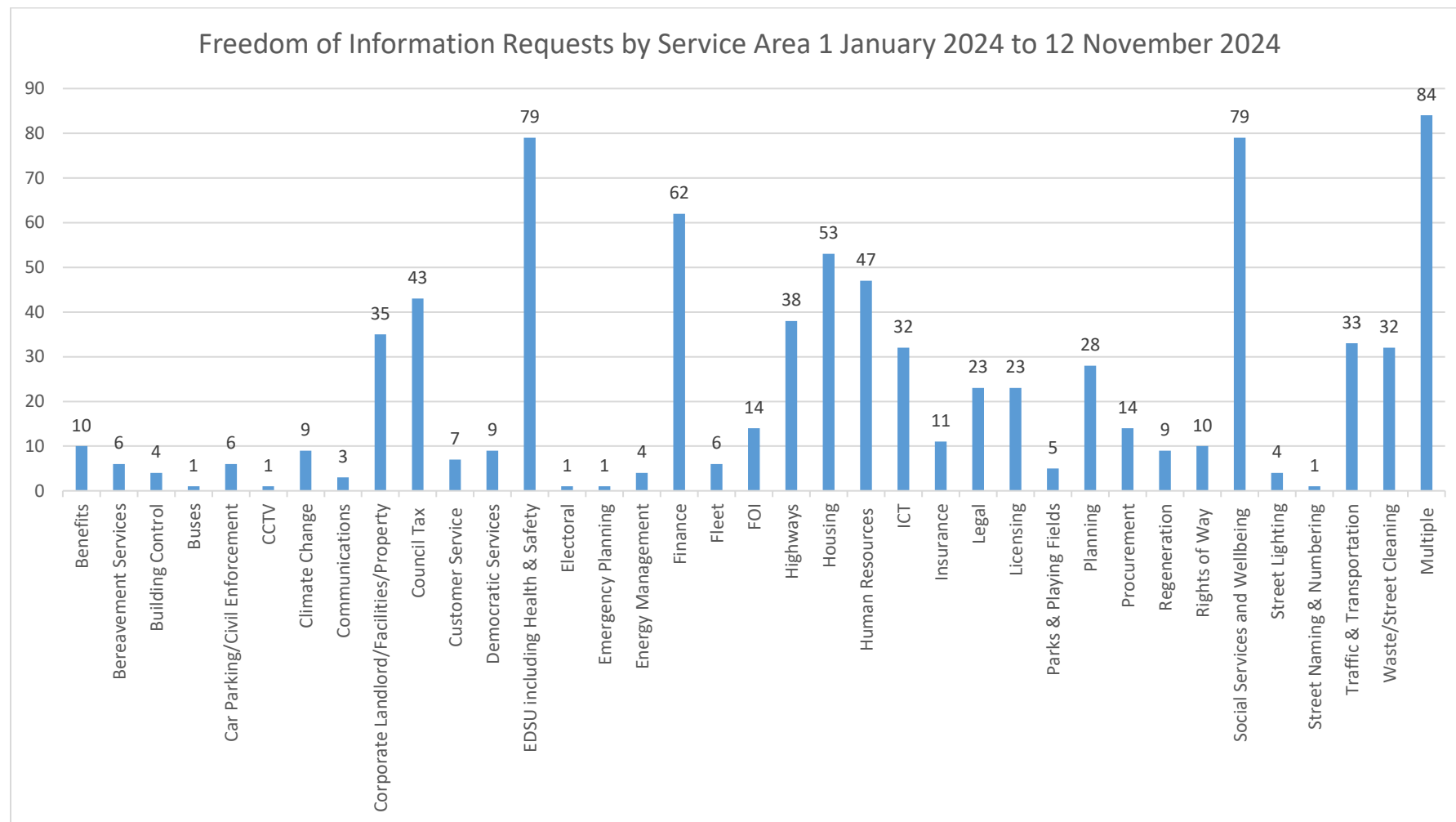
Total	54
-------	----

5 Freedom of Information Requests

5.1 During the period 1 January to 12 November 2024 the Information Team have logged and acknowledged a total of 830 requests made under the Freedom of Information Act 2000. The chart below illustrates the number of responses provided within the statutory deadline of 20 working days between 1 December 2024 and 31 December 2024. There were 15 internal reviews requested during January 2024 to December 2024. A requester may ask for a review to be undertaken if they are not satisfied with the Authority’s response, and these are generally undertaken by the Information and Data Protection Officer. 6 internal reviews were responded to within 20 working days as recommended in the guidance provided by the Information Commissioner’s Office.



6 Service Area Breakdown



7 FOI request comparison

- 7.1 The table below sets out the number of Freedom of Information requests the Council has received in 2024 so far in comparison with the previous two years:

Year	Number of FOIs Received
2023	938
2024	830

8 Data Subject Access Requests

- 8.1 During the period January to 31 December 2024, the Information team processed 154 requests for personal information which include both subject access requests and personal information requests from the NHS.

9 Information Requests from Public Bodies

- 9.1 During the period 1 January to 31 December 2024 the Information Team processed 223 requests for information from public bodies including UK Police Forces, HMRC, other local authorities, the Health & Safety Executive and the Probation Service. The majority of requests were made under Schedule 2, Part 1 (2) of the Data Protection Act 2018 (Crime and Taxation exemption).

This page is intentionally left blank

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	DRAFT AFFORDABLE HOUSING SUPPLEMENTARY PLANNING GUIDANCE
Report Owner / Corporate Director:	CORPORATE DIRECTOR - COMMUNITIES
Responsible Officer:	ADAM PROVOOST STRATEGIC PLANNING POLICY TEAM LEADER
Policy Framework and Procedure Rules:	There is no impact on the policy framework or procedure rules.
Executive Summary:	The purpose of this report is to seek Cabinet approval to undertake public consultation on a draft Affordable Housing Supplementary Planning Guidance (SPG) document. Subsequent adoption of this SPG will enable effective implementation of the Affordable Housing Policies within the adopted Replacement Local Development Plan (RLDP), the Council's statutory land-use Planning document.

1. Purpose of Report

- 1.1 The purpose of this report is to seek Cabinet approval to consult on a draft Affordable Housing Supplementary Planning Guidance (SPG) document (**Appendix 1**).

2. Background

- 2.1 The adopted Replacement Local Development Plan (RLDP, March 2024), has a key role in ensuring new housing development incorporates a mix of market and affordable housing, thereby contributing to the development of sustainable, cohesive communities. 'Affordable Housing', for the purposes of the land use planning system, is housing where there are secure mechanisms in place to ensure that it is accessible to those who cannot afford market housing, both on first occupation and for subsequent occupiers. Affordable Housing includes *Social Rented Housing* owned by local authorities and Registered Social Landlords (**RSLs**), and *Intermediate Housing* where prices or rents are above those of Social Rent but below market housing prices or rents. All other types of housing are considered market housing,

which is private housing for sale or rent where the price is set in the open market and occupation is not subject to control by the local authority. It is recognised that some schemes may provide for staircasing to full ownership and where this is the case there must be secure arrangements in place to ensure the recycling of capital receipts to provide replacement Affordable Housing.

- 2.2 The scale of Affordable Housing need and spatial distribution thereof were key considerations in determining the overall level and location of housing in the RLDP. The delivery of Affordable Housing is also an integral part of the RLDP's overall housing requirement, which incorporates 1,711 Affordable Housing units. An integrated mix of tenures is a crucial means of fostering sustainable communities and the RLDP plays a key role in securing suitable accommodation for households both able and unable to meet their needs in the open market. The RLDP's contribution to Affordable Housing provision has been robustly determined by considering the housing need identified in the Local Housing Market Assessment (**LHMA**), alongside rigorous viability testing to ensure formulation of viable Affordable Housing policy thresholds and percentages. However, the RLDP should not be considered the only Affordable Housing delivery mechanism to help address identified housing need.
- 2.3 The RLDP is clear that new housing developments must incorporate an appropriate mix of house types, sizes and tenures to cater for the range of locally identified housing needs. The adopted policy framework for the delivery of Affordable Housing is set out in RLDP Policies COM1-COM5. An Affordable Housing contribution of up to 30% is required on residential developments of ten or more dwellings, subject to the area-wide and site-specific policies detailed within Policy COM3. In the interests of achieving balanced, mixed and sustainable communities, the full percentage of Affordable Housing provision will be sought on-site in the first instance.
- 2.4 The LHMA is a core piece of evidence in this respect as it identifies the level and type of housing need, both numerically and spatially. The latest LHMA was approved by Welsh Government on 15th November 2024. This provides updated evidence to inform the appropriate mix of dwellings for new developments, particularly the types of Affordable Housing (namely Intermediate and Social Rented), in short supply in different areas. This evidence will be used to inform appropriate Affordable Housing provision on new developments.
- 2.5 The existing SPG 13: Affordable Housing was adopted on 8th October 2015 and was prepared to expand upon the previous Local Development Plan's Affordable Housing policies. The existing SPG is therefore out-of-date and requires re-drafting to provide current guidance regarding the implementation of adopted RLDP Affordable Housing planning policies. The SPG also needs to set new Affordable Housing transfer values, including for reference in section 106 (s106) agreements. This is due to Welsh Government's decision to cease publishing land and works Acceptable Cost Guidance (**ACG**) from 2021, upon which such transfer values were previously based.

- 2.6 The Development Control Committee was informed of the need to revise the Affordable Housing SPG on 8th August 2024. Councillor Granville, Chair of the Development Control Committee, volunteered to champion production of the Affordable Housing SPG and has since been working alongside the Strategic Planning Policy Team Leader to progress the SPG. The draft SPG attached to this report (**Appendix 1**), represents the culmination of this workstream.

3. Current situation/ proposal

- 3.1 The draft Affordable Housing SPG is intended to support and provide further direction on implementation of the Affordable Housing policies contained within the adopted RLDP. It outlines how Affordable Housing should be delivered through the planning system throughout Bridgend County Borough. New Affordable Housing must meet '*housing need*' as identified in the LHMA or respond to a local need identified by the Local Housing Authority, while enabling placemaking-led sustainable development. This multi-faceted approach is key to ensuring balanced, socially cohesive and sustainable communities.
- 3.2 Once adopted, the Affordable Housing SPG will be a material consideration in the determination of all planning applications for residential development including applications for renewal of consents. It will update and replace the previous SPG 13: Affordable Housing (2015).
- 3.3 This SPG provides updated, specific guidance on:
- Affordable housing requirements for residential developments, including the level of provision by location along with the type, tenure, size and standard of affordable housing dwellings required;
 - Sustainable clustering of Affordable Housing and the requirement for all developments to comply with sustainable placemaking principles;
 - The use of planning obligations (via s106 agreements) to secure Affordable Housing provision for the lifetime of the development;
 - The nomination process for RSLs;
 - Definitions of nomination rights and qualifying households (incorporating local housing need and local connections);
 - The RLDP's approach to off-site provision and financial contributions in lieu of on-site provision of Affordable Housing;
 - The use of Social Housing Grant (the main capital programme funded by Welsh Government and made available to RSLs) to deliver Affordable Housing in relation to the planning system;
 - Transfer values for nil-grant Affordable Housing provision;
 - How issues surrounding development viability may be considered in respect of Affordable Housing provision; and

- Affordable Housing exception sites (affordable housing on land that would not normally be used for housing).

- 3.4 A substantive element of the SPG concerns the setting of new transfer values for nil-grant Affordable Housing secured through s106 as part of major residential developments. While ACGs were used as a longstanding reference point across Wales for this very purpose, Welsh Government ceased updating ACGs in this manner from 2021, due to a change in the model for determining grant funding. The final '*land and works*' ACGs published by Welsh Government in August 2021, therefore remain the last transfer value reference point, although the values are becoming increasingly outdated and a new methodology is required. The longer this issue remains unresolved, the more acute the situation will become. Developers and RSLs require future certainty on the price to be paid for nil-grant s106 dwellings in order to inform site-specific viability. A regular review mechanism is also vital to this end.
- 3.5 Bridgend County Borough Council participated in a Viability Sub- Group convened by the South East Wales Strategic Planning Group (representing the ten LPAs in the South East Wales Region), to determine a new methodology. This Group aimed to set new transfer values for nil-grant Social Rented Housing secured through s106 agreements. The Group's preferred and most pragmatic option was to continue to use the 2021 ACG values as a baseline and apply an annual uplift in line with the WG's maximum published Social Rent inflation. This method allows for indexation linked to annual Social Rental increases, provides a regular mechanism to update these values in a transparent way and promotes regional consistency. This methodology has therefore been proposed for use in the draft SPG, although the derived transfer values are specific to Bridgend County Borough. The values are intended to be updated on an annual basis, applicable to both on-site provision of Affordable Housing and commuted sums as appropriate.
- 3.6 Prior to seeking Council approval for adoption, the Affordable Housing SPG will be subject to a public consultation exercise. Consultation responses will be sought to influence and shape the final version of the SPG. A consultation report will be reported back to Cabinet then Council, to document a general summary of comments, the issues raised, the Local Planning Authority's response and how those comments have influenced the final version of the SPG. Once adopted, the final SPG will then add weight to the interpretation and application of RLDP Affordable Housing policies; provide more detailed advice to applicants preparing planning applications and will become a material consideration in the determination of planning applications.

4. Equality implications (including Socio-economic Duty and Welsh Language)

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

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The Affordable Housing SPG will provide additional guidance and material weight to support adopted RLDP Policies that seek to enhance the supply of Affordable Housing. This is a key contributory factor to delivering Local Well-being Objective 7 '*A County Borough where we support people to live healthy and happy lives*'.
- 5.2 The SPG will also enhance strategic direction and contribute to the following goals within the Well-being of Future Generations (Wales) Act 2015:
- A prosperous Wales – Enabling households to meet their accommodation needs and reducing homelessness supports a prosperous Wales by supporting people to become financially stable and reducing cost to the public purse.
 - A resilient Wales – provision of good quality market and Affordable Housing will increase the resilience of both individuals and communities.
 - A Wales of cohesive communities – enabling well-connected, multi-tenure developments will foster sustainable, socially cohesive communities.

6. Climate Change Implications

- 6.1 There are no direct Climate Change implications from this report, although it will provide additional guidance to reduce the impact of housing on climate change and the environment through provision of good quality Affordable Homes, grounded in sustainable placemaking principles.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no Safeguarding and Corporate Parent implications from this report.

8. Financial Implications

- 8.1 There are no financial implications arising from this report.

9. Recommendations

- 9.1 That Cabinet:
- (a) Approve the draft Affordable Housing SPG (**Appendix 1**) as the basis for a public consultation period of 6 weeks;
 - (b) Authorise the Corporate Director - Communities and Group Manager - Planning and Development Services to make minor presentational changes, typographical or factual corrections as necessary prior to public consultation; and

- (c) Authorise the Corporate Director - Communities and Group Manager - Planning and Development Services to undertake the public consultation and to report the results of the public consultation back to Cabinet for approval to send the Report to Council and seek adoption of the final SPG.

Background documents

None

An aerial photograph of Bridgend, Wales, showing a dense residential area with terraced houses, a large parking lot, a green field, and a harbor with several boats. The town is situated on a peninsula, with a sea wall and a breakwater visible in the foreground.

Bridgend County Borough
Local Development Plan
2018-2033

Draft Affordable Housing
Supplementary Planning Guidance
February 2025

Cyngor Bwrdeistref Sirol



Contents

1.0	Introduction	1
2.0	Policy Context.....	3
3.0	Background	5
4.0	Planning Requirements	7
5.0	On-Site Provision of Affordable Housing	10
	Space Standards	10
	Clustering, Tenure and Dwelling Mix	11
	Nomination and Allocation Process	13
6.0	Off-Site Affordable Housing Provision and Commuted Sums.....	15
7.0	Funding Arrangements and Transfer Values	17
	Transfer Values for Nil-Grant Social Housing	17
	Transfer Values for Nil-Grant Intermediate Housing	19
	Calculating Commuted Sums.....	21
8.0	Section 106 Agreements	22
9.0	Affordable Housing Exception Sites.....	25
10.0	Development Viability	29
	Appendix A –Transfer Values for Social Rented Dwellings	1
	Appendix B – Data Inputs Required for Financial Viability Appraisals.....	1



The Rhiw, Bridgend

Bridgend Local Development Plan 2018-2033
Affordable Housing Supplementary Planning Guidance

iii

1.0 Introduction

- 1.1. The purpose of this Supplementary Planning Guidance (SPG) is to support and provide further direction on implementation of the affordable housing policies contained within the adopted (March 2024) Replacement Local Development Plan (RLDP). It outlines how affordable housing should be delivered through the planning system throughout Bridgend County Borough. New affordable housing must meet '*housing need*' as identified in the Local Housing Market Assessment (LHMA) or respond to a local need identified by the Local Housing Authority (LHA), while enabling placemaking-led sustainable development. This multi-faceted approach is key to ensuring balanced, socially cohesive and sustainable communities.
- 1.2. This SPG will be a material consideration in the determination of all planning applications for residential development including applications for renewal of consents. Once adopted, it will update and replace the previous SPG 13: Affordable Housing (2015).
- 1.3. Anyone wishing to submit an application for residential development within Bridgend County Borough is urged to consider this SPG and to contact the Local Planning Authority (LPA) in advance of submitting an application, to discuss the issues that are raised in this document on a site-specific basis.
- 1.4. This SPG provides specific guidance on:
 - Affordable housing requirements for residential developments, including the level of provision by location along with the type, tenure, size and standard of affordable housing dwellings required;
 - Sustainable clustering of affordable housing and the requirement for all developments to comply with sustainable placemaking principles;
 - The use of planning obligations (via section 106 (s106) agreements) to secure affordable housing provision for the lifetime of the development;
 - The nomination process for Registered Social Landlords (RSLs);

- Definitions of nomination rights and qualifying households (incorporating local housing need and local connections);
- The RLDP's approach to off-site provision and financial contributions in lieu of on-site provision of affordable housing;
- The use of Social Housing Grant (SHG) to deliver affordable housing in relation to the planning system;
- Transfer values for nil-grant affordable housing provision;
- How issues surrounding development viability may be considered in respect of affordable housing provision; and
- Affordable housing exception sites.



2.0 Policy Context

- 2.1 The National Planning Policy context for the provision of affordable housing through the planning system is set out in Future Wales: the National Plan 2040, Planning Policy Wales (PPW) and Technical Advice Note 2 (TAN) Planning for Affordable Housing.
- 2.2 **Future Wales: The National Plan** is the national development framework setting out the direction for development in Wales to 2040. '*Delivering Affordable Homes*' is a key policy within Future Wales (Policy 7) and it is recognised that the planning system has a long established role in this respect. Planning authorities are required to develop strong evidence-based policy frameworks to deliver affordable housing for those who cannot meet their housing needs on the open market. Co-ordinating the delivery of housing to meet identified needs is deemed an important task for the planning system in order to engender socially mixed communities that offer a range of housing types and tenures that cater for varied lifestyles.
- 2.3 **PPW (Edition 12)** highlights the important contribution that affordable housing makes to community regeneration, social inclusion and the development of sustainable communities. It requires LPAs to have a full understanding of the level of affordable housing need within their area, alongside development viability and the availability of public subsidy. PPW requires development plans to include a target for affordable housing that is based on the LHMA and takes account of deliverability and viability considerations. In order to deliver this target, site capacity thresholds and proportions should be set that require residential proposals to provide affordable housing. This applies to both allocated sites and unallocated (windfall) sites, after having duly considered viability to ensure residential sites remain deliverable.
- 2.4 **TAN 2: Planning and Affordable Housing** provides practical guidance on the role of the planning system in delivering affordable housing. The TAN requires LPAs to include an affordable housing target in the development plan (based

on the LHMA), indicate how the target will be achieved using identified policy approaches and monitor delivery of affordable housing against that target. TAN 2 also outlines the role of RSLs, planning obligations and conditions in securing affordable housing; specifying a strong presumption in favour of affordable housing being provided on the application site to engender socially mixed communities. TAN 2 defines affordable housing as,

“housing where there are secure mechanisms in place to ensure that it is accessible to those who cannot afford market housing, both on first occupation and for subsequent occupiers. However, it is recognised that some schemes may provide for staircasing to full ownership and where this is the case there must be secure arrangements in place to ensure the recycling of capital receipts to provide replacement affordable housing” (WG, 2006, para 5.1).

2.5 There are two main types of affordable housing as defined by TAN 2:

- Social Rented Housing - provided by local authorities and RSLs under the Welsh Government (WG) Rent Standard.
- Intermediate Housing - where prices or rents are above those of social rent but below market housing prices or rents (see also para 7.9 of this SPG).

2.6 **Cwm Taf Morgannwg Public Services Board (PSB) Local Well-being Plan 2023-28** outlines how the PSB will work together to deliver the seven well-being goals for Wales, as referenced in the Well-being of Future Generations (Wales) Act 2015. The Plan is framed around the sustainable development principle and focusses on addressing the underlying causes of problems, while helping to prevent them worsening or occurring in the future. There are two key objectives: Healthy Local Neighbourhoods and Sustainable and Resilient Local Neighbourhoods. Delivery of affordable housing through the planning system in areas where there is an identified housing need will significantly contribute to both objectives and foster cohesive, sustainable communities. The RLDP expresses, in land-use terms, the objectives of the Well-Being of Future Generations (Wales) Act 2015 and priorities of the Local Well-being Plan.

3.0 Background

- 3.1 The adopted RLDP is centred on a Vision that seeks continued development of a safe, healthy and inclusive network of communities that connect more widely with the region to catalyse sustainable economic growth. The 2021 LHMA formed a key part of the adopted RLDP's evidence base to deliver against this Vision and derived aims and objectives. The scale and spatial distribution of housing need identified by the 2021 LHMA were key considerations in determining the overall level and location of housing in the adopted RLDP.
- 3.2 While additional affordable housing is needed throughout the Bridgend County Borough, this varies by Housing Market Area in terms of quantity and type. Bridgend is denoted as the Primary Key Settlement in the adopted RLDP and is identified as the highest housing need area in the 2021 LHMA. The other identified high need areas including Pencoed, Porthcawl, the Llynfi Valley and the grouped settlement of Pyle, Kenfig Hill and North Cornelly are also denoted as Main Settlements. Affordability was identified as a less significant issue in the other Valleys housing markets, although the 2021 LHMA still identified a need to diversify the housing stock in these areas and deliver smaller yet sustainable affordable housing, especially 1 bedroom provision.
- 3.3 During the Plan period, development proposals within the RLDP are expected to deliver a target total of 1,711 affordable dwellings across Bridgend County Borough in order to contribute to the level of housing need identified by the LHMA. The Plan's contribution to affordable housing provision has been robustly determined by considering the housing need identified in the LHMA alongside rigorous viability testing to ensure formulation of viable affordable housing policy thresholds and proportions. **The affordable housing target only relates to sources of supply that are funded and delivered through the planning system and the Plan has made provision to deliver the affordable housing target within the designated settlement boundaries.**

3.4 The 2024 LHMA has been completed since adoption of the RLDP (March 2024) and provides updated evidence to inform the appropriate mix of dwellings for new developments, particularly the types of affordable housing (namely intermediate and social rented) in short supply in different areas. The LHMA will be refreshed periodically in accordance with WG Guidance and the latest LHMA will provide the most up-to-date evidence on housing need to inform appropriate affordable housing provision on new developments. However, it must be recognised that the housing need identified in the LHMA represents the scale of the affordability gap in the market and the RLDP itself is not the only affordable housing delivery mechanism to help address such need. The Plan's contribution will therefore form part of several streams of affordable housing supply to meet this identified need, including SHG and other capital/revenue grant funded schemes, RSL self-funded schemes, reconfiguration of existing stock, private sector leasing schemes, discharge of homelessness duties into the private rented sector and re-utilisation of empty properties.



Former Crown Inn, Pyle

Bridgend Local Development Plan 2018-2033
Affordable Housing Supplementary Planning Guidance

4.0 Planning Requirements

- 4.1 The RLDP's Sustainable Housing Strategy makes provision for 8,628 homes to meet the housing requirement of 7,575 homes. This includes delivery of a 1,711 affordable homes target over the Plan period. The strategic planning framework is set out within Strategic Policy 6 (SP6) and supported by Development Management Policies COM 1-5:

SP6: Sustainable Housing Strategy

COM1: Housing Allocations

COM2: Affordable Housing

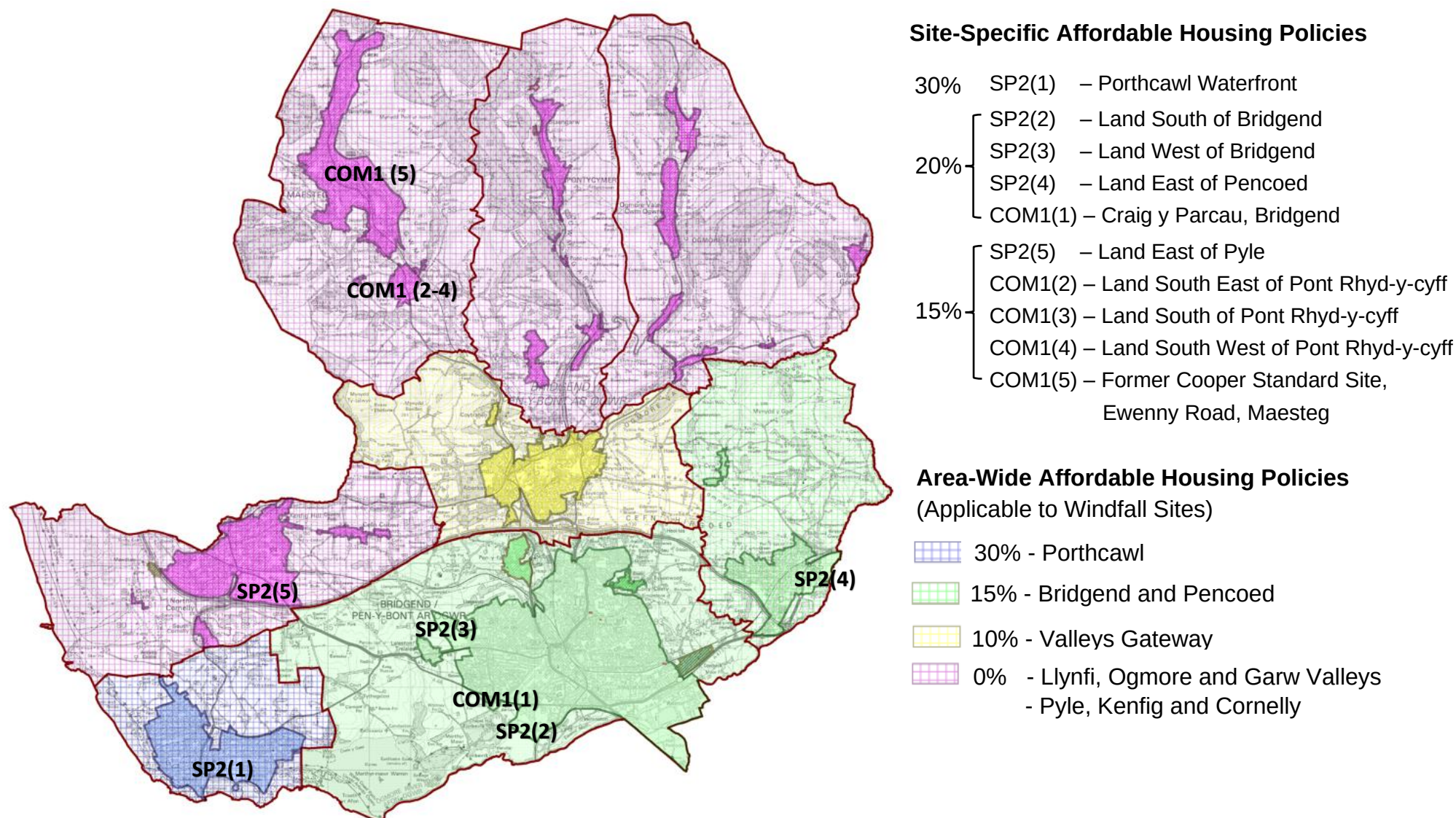
COM3: On-Site Provision of Affordable Housing

COM4: Off-Site Provision of Affordable Housing

COM5: Affordable Housing Exception Sites

- 4.2 Delivery of the affordable housing target will primarily be facilitated through the Strategic Sites and Housing Allocations detailed within COM1. Combined, these components of supply will enable 977 new affordable homes to be delivered over the RLDP period, forming part of the 1,711 affordable homes target. The remainder of the affordable housing target will be delivered through new windfall applications in addition to previous completions and existing commitments at the point of RLDP adoption.
- 4.3 COM3 outlines the affordable housing policy requirements and thresholds for residential development to contribute to meeting the affordable housing target. Policy COM3 includes area-wide and site-specific policies based on the need identified in the LHMA, together with deliverability and viability considerations. These policy differentials are illustrated in Figure 1. The area-wide affordable housing policies will ultimately be used to assess windfall residential applications, whereas the site-specific affordable housing policies will apply to specific allocations, having been informed by bespoke viability assessments. This dual faceted approach recognises the scope for different areas and sites to viably provide affordable housing, along with all other required and necessary planning contributions.

Figure 1: Affordable Housing Requirements, Bridgend County Borough



- 4.4 Policy COM3 applies to all proposals for self-contained residential dwellings (i.e. all uses that fall within class C3 the Use Classes Order in Wales) with a capacity to deliver a net gain of 10 or more dwellings. This includes C3 residential elements of: housing sites, mixed-use developments, developments targeted at households of a prescribed age category (i.e. 'retirement' apartments), sheltered housing or extra care developments.
- 4.5 However, Policy COM3 does not apply to rural enterprise dwellings as such applications will be subject to an appropriate series of separate planning restrictions (based on the guidance detailed in TAN 6). These restrictions will require the retention of a rural enterprise dwelling for rural enterprise workers. In the event that an appropriate rural enterprise worker cannot not be found to occupy such a dwelling, eligibility would then be extended to persons who would be eligible for affordable housing under the LHA's Allocation Policy.
- 4.6 COM3 is clear that, in the event that the target percentage produces a requirement for a partial affordable dwelling, the affordable housing contribution will be rounded up to the nearest whole number. All viability testing supporting the RLDP has been conducted on this basis and this principle applies to both the area-wide and site-specific policy requirements.
- 4.7 Where a site has been subdivided, including where adjacent parcels have been brought forward separately for development, all development parcels will be aggregated and treated as a single proposal for the purposes of applying the thresholds and policies within COM3. Where such circumstances produce combined total dwelling numbers that meet or exceed the specified thresholds, an affordable housing contribution must be provided on-site in the first instance. Off-site contributions will only be accepted in this scenario provided that all criteria within COM4 are met. A financial contribution in lieu of on-site provision of affordable housing must be fully justified and equivalent in value to what would have otherwise been required on-site. These principles also apply in the event that a major housebuilder transfers part of a site to another developer or Small to Medium Enterprise (SME).

5.0 On-Site Provision of Affordable Housing

- 5.1 Policy COM3 seeks to secure appropriate on-site affordable housing provision from new residential developments in order to contribute to the affordable housing requirement set out in Policies SP6 and COM2. On-site provision is considered to be the optimal means of delivering affordable housing in order to foster sustainable, balanced, mixed tenure communities across the County Borough. For this reason, the full policy compliant percentage of affordable housing provision will be sought on-site in the first instance and there will not be a presumption in favour of off-site contributions.
- 5.2 For outline planning applications, a commitment to the delivery of affordable housing will be necessary where applicable, to be secured through a s106 agreement. This commitment will include details of the dwelling types, sizes, standards and tenures that must be accommodated on any subsequent reserved matters application. The siting and layout of those dwellings must then be detailed in any subsequent reserved matters application following liaison with the LPA. The onus will be on the applicant to ensure that the respective affordable dwellings are identifiable on the site layout plan in order for the extant commitment to be met.

Space Standards

- 5.3 WG specifies that *“all affordable housing, including that provided through planning obligations and planning conditions, must meet the Welsh Government’s development quality standards”* (PPW Edition 12, para 4.2.30). This requirement applies to both social rented and intermediate dwellings. Developers should refer to Welsh Development Quality Requirements (WDQR) 2021 (or subsequent updates thereof), which clarify that:

“New affordable homes delivered through planning agreements (under section 106 of the Town and Country Planning Act 1990) and planning conditions will only be required to meet the Appendix A and Appendix B “space requirements” for agreements entered into after 01 October 2021 (WG, 2021, p.1)”.

- 5.4 Applicants must demonstrate that proposals for all new affordable housing (including social rented and intermediate dwellings) meet these WDQR standards. **The onus will be on the applicant to demonstrate compliance by clearly annotating the plans and confirming in writing that the proposal complies with these requirements.** All family homes should also have a private garden which is safe for small children to play in, convenient to use, of sufficient size and is easy to maintain.
- 5.5 The requirement to achieve WDQR compliance also applies to rehabilitated general needs affordable homes. WDQR 2021 states:

“Where homes are being refurbished, providers should (if practicable and cost effective to do so) take all opportunities to meet the standard, but where this is not possible homes must have adequate space and facilities for everyday living (ibid.)”.

This guidance will apply to refurbishment proposals that result in a net gain of 10 or more dwellings where the requirements to provide affordable housing under Policy COM3 are met. The applicant will need to demonstrate that the resultant affordable dwellings achieve WDQR compliance in the first instance. Refurbishment proposals that would result in non-WDQR compliant dwellings must be fully justified based on site-specific constraints and/or viability restrictions, while also demonstrating the dwellings will still provide adequate space and facilities for everyday living.

Clustering, Tenure and Dwelling Mix

- 5.6 Large concentrations of affordable housing can lead to stigmatisation, social disintegration and unstable communities. Supporting paragraph 5.3.28 to Policy COM3 therefore provides further guidance on sustainable clustering of affordable housing within wider residential and mixed-use developments. It is clarified that *“affordable housing should not be obviously segregated through layout, location or design”* and *“integrated into the overall development through separate clusters of no more than ten affordable units”*.

- 5.7 A 10-unit cluster is considered to be the maximum appropriate size for a sustainable cluster of affordable housing on a mixed-tenure housing development. This has been informed by routine discussions with RSL housing managers that operate across the region. Affordable housing clusters of more than 10 units can otherwise become increasingly uncondusive to the delivery and maintenance of balanced, mixed tenure communities. Clusters of affordable housing should be carefully dispersed throughout the development to avoid over-concentration of single tenures in any part of the layout plan and avoid obvious tenure segregation.
- 5.8 The precise mix of affordable dwellings in terms of tenure, size and type will vary geographically and over time. In the first instance, applicants should consult the findings of the latest LHMA in order to inform dwelling mixes or otherwise ensure proposals respond to pressing housing need identified by the LHA. In all cases, applicants must demonstrate and justify how they have arrived at a particular mix of housing. The LPA will consider whether the proposal responds to identified housing need and if it contributes sufficiently towards the objective of creating mixed communities. In some instances, a revision to the mix of housing may be necessary to render the development acceptable in planning terms. The LPA will work collaboratively with developers to optimise affordable housing provision in these respects, having regard to all material considerations.
- 5.9 There is a high and longstanding need for sustainable one bedroom accommodation in the social rented sector. One bedroom walk-up flats with no communal spaces are often the most sustainable means of meeting this need. This is due to their high propensity for seamless integration into the street scene, lack of communal spaces to facilitate effective tenancy management and potential for the ground floor to accommodate households with mobility restrictions. In the first instance, developers should strive to meet any identified need for one bedroom social rented provision via walk-up flats.

- 5.10 Policy COM6 specifies that residential development should seek to reflect a density of 50 dwellings per hectare in the first instance, particularly along public and mass transport hubs to maximise opportunities for transit orientated development. A lower density of development will only be permitted where the criteria within Policy COM6 are met, and, in all cases, Good Design must be utilised to maximise the density of development. PPW defines Good Design as being *"not just about the architecture of a building but the relationship between all elements of the natural and built environment and between people and places"* (WG, 2024, para 3.3). PPW provides five key aspects of Good Design (access, environmental sustainability, character, community safety and movement), which should be applied to all development proposals, at all scales.
- 5.11 It is acknowledged that it may not always be possible to meet the entirety of identified one bedroom social rented need via walk-up flats in order to achieve the policy requirements of COM6. Smaller quantities of flats accessed via communal entrances may therefore be acceptable where they are well integrated into the street scene and do not result in poorly assimilated blocks of social rented flats. Where communally accessed social rented flats are proposed, they should utilise similar scale and massing to other private dwellings within the site to enable design synergies. For example, three storey blocks of flats can be designed in a similar external aesthetic manner to three storey town houses to aid visual integration. Conversely, prominent blocks of social rented flats sited within isolated extremities of site layout plans should be avoided. Developments should ultimately seek to minimise visual tenure separation by assimilating affordable housing into the wider development through Good Design to promote tenure indistinctiveness.

Nomination and Allocation Process

- 5.12 Affordable housing secured through the planning system should normally be transferred to a Council nominated RSL or to the Council itself and **must be subject to allocation through the Council's Housing Allocation Policy**.

- 5.13 Details of the nominated RSL will be provided by the LHA to the developer prior to commencement of development. The LHA reserves the right to nominate the RSL for all affordable housing secured through the planning system or take ownership of such dwellings directly. On this basis, no particular RSL will be named within any s106 agreement and the LHA will manage the nomination process. This arrangement will also provide flexibility to safeguard delivery of affordable housing in the future should the ownership of the site change prior to completion of the development.
- 5.14 RSLs should not assume they have been or will be nominated to purchase nil-grant affordable housing secured through the planning system on any particular development unless this has been confirmed in writing in advance by the LHA. The process for nominating an RSL will be determined and managed by the LHA. Proportionate distribution of nil-grant s106 dwellings will be sought across RSL partners over the RLDP period.



Parc Tondou, Tondou

6.0 Off-Site Affordable Housing Provision and Commuted Sums

- 6.1 Policy COM3 is clear that, “*affordable housing will be expected to be delivered on-site in the first instance and off-site provision and/or financial contributions will only be accepted in lieu of on-site provision in exceptional circumstances*”. As such, there is no presumption in favour of deviating from full, policy compliant affordable housing provision delivered on-site. Robust evidence must be provided to demonstrate any exceptional circumstances that may warrant off-site provision or the payment of financial contributions in lieu of on-site provision in accordance with Policy COM4.
- 6.2 The circumstances where off-site provision or commuted sums may be appropriate will be exceptional by their very nature and this SPG does not seek to provide an exhaustive list. Where these exceptions relate to site-specific constraints the onus is on the developer to demonstrate why it would not be possible to utilise Good Design principles to seamlessly integrate affordable and market dwellings by using similar massing, scale and design.
- 6.3 In the event that a completed s106 agreement provides for affordable units to be transferred to an RSL but the LHA is unable to successfully nominate an RSL to acquire those units, then a commuted sum option may be acceptable as a last resort. Once all avenues for transferring the affordable dwellings to an RSL or the Council have been exhausted, the developer would then be able to treat those dwellings as market dwellings subject to the payment of an equivalent sum to the Council in lieu of on-site provision.
- 6.4 In all cases, any off-site provision or commuted sum agreed as a last resort must be equivalent to achieving full policy compliance on-site. If off-site provision is deemed acceptable, the resultant affordable dwellings must be of the same standard, size and tenure otherwise required on-site. If a financial contribution is deemed acceptable, the commuted sum payable to the Council must be of an equivalent value to the developer’s financial contribution required to deliver the affordable housing on-site (refer to paragraph 7.12).



7.0 Funding Arrangements and Transfer Values

- 7.1 Plan-wide and site-specific viability testing has demonstrated that the affordable housing contributions specified within Policy COM3 are viable without subsidy. The RLDP's contribution to meeting affordable housing need is therefore not grant dependent. Developers should not assume that SHG will be made available to support the development of affordable housing on private developments. Developers are expected to provide the equivalent subsidy to deliver affordable housing and this will be factored into the transfer price for each affordable dwelling based on its size, type and tenure.
- 7.2 It is recognised that affordable housing schemes proposed by RSLs will typically seek to deliver a higher percentage of affordable housing than required by COM3 and are often 100% affordable housing developments supported by grant. In such instances, the RSL will still be required to enter in a s106 agreement to secure RLDP policy compliance as a minimum. This is necessary to safeguard affordable housing delivery in the event that the site changes ownership in the future. **An affordable housing led scheme will also not be exempt from other planning obligations necessary to achieve wider RLDP policy compliance. Such obligations may include parks (such as equipped playing areas and recreation space), education provision and/or highways improvements.**

Transfer Values for Nil-Grant Social Housing

- 7.3 Transfer values for nil-grant social housing secured through the planning system have historically been linked to WG's Acceptable Cost Guidance (ACG). The developer's contribution has conventionally equated to the 58% of ACG grant intervention rate that would otherwise be utilised for SHG funded schemes. In essence, the RSL or the Council would purchase each social rented dwelling from the developer for 42% of the full ACG.
- 7.4 ACGs were historically set to include both a land value component and a works component, varying by dwelling size, type and geographical band. They

were used as a common reference point for s106 transfer values as they were considered to represent typical costs for building social rented dwellings. However, WG ceased updating ACGs in this manner from 2021 due to a change in the model for determining grant funding. Works costs are now the only element WG prescribe, with the land value component determined via a bespoke assessment for each SHG scheme. The 'works only' ACGs now published by WG are therefore unsuitable to set nil-grant affordable housing transfer values for s106 schemes. This is because they do not include a land value component and should only be used in conjunction with WG's Standard Viability Model (SVM) to inform SHG funded schemes.

- 7.5 The final 'land and works' ACGs published by WG in August 2021 remain the last reference point to set nil-grant affordable housing transfer values within s106 agreements. However, these values are becoming increasingly outdated and a new methodology is required. Bridgend County Borough Council participated in a Viability Sub Group convened by the South East Wales Strategic Planning Group (representing the ten LPAs in the South East Wales Region) to determine a new methodology. This Group aimed to set new transfer values for nil-grant social housing secured through s106. The Group's preferred and most pragmatic option was to continue to use the 2021 ACG values as a baseline and apply an annual uplift in line with the WG's maximum published social rent inflation. This method allows for indexation linked to annual social rental increases, provides a regular mechanism to update these values in a transparent way and also promotes regional consistency. This methodology has been proposed for use in this draft SPG, although the derived transfer values are specific to Bridgend County Borough.
- 7.6 The resultant 2025 transfer values are detailed in Appendix A and will be updated as necessary. In practice, the nominated RSL or the Council would pay the developer the 'Transfer Values' detailed in Table 1 or Table 2 of Appendix A (dictated by the size of the development). These transfer values are 42% of the uplifted ACG figures, following the longstanding intervention rate used for nil-grant s106 developments. The values vary according to the

dwelling type, size and Housing Market Area (formerly 'band', now re-defined to reflect the eight Housing Market Areas referenced in the LHMA).

Transfer Values for Nil-Grant Intermediate Housing

- 7.7 Successive LHMAs have found that 70% of Open Market Value (OMV) produces a '*usefully affordable*' intermediate product in many parts of the County Borough. However, due to wider house price to income ratios, a 60% OMV product is typically required within Porthcawl in order to meet the needs of newly forming households. All viability testing to support the adopted RLDP has been undertaken on this basis and developers are therefore required to subsidise purchase of intermediate units by 40% of OMV in Porthcawl and 30% of OMV in all other parts of Bridgend County Borough. Households must be either nominated by or nominated in accordance with criteria set by the LHA for intermediate dwellings based on an assessment of housing need.
- 7.8 In practice, the nominated RSL or nominated household would purchase each intermediate unit from the developer for 60% of OMV (in Porthcawl) or 70% of OMV (elsewhere in Bridgend County Borough). The OMV for each dwelling is to be calculated based on equivalent sales values achieved on the respective site. In the unlikely event that there are no similar property types on the development site to inform the OMV, the transfer value is to instead be based on new build Land Registry Price Paid data within the wider vicinity of the site (with an appropriate new build uplift being applied if there is insufficient new build transactional data available to generate robust average prices).
- 7.9 This transfer arrangement applies to all forms of intermediate accommodation, including:
- Low Cost Home Ownership** – where the nominated purchaser buys a home at a percentage of its OMV (i.e. 70%) and the remaining cost of the property (i.e. 30%) would be subsidised by the developer and effectively held as an interest free equity loan by the nominated RSL or Council.

Intermediate Rent – where rents are set above social rents and below market rents.

Shared Ownership – where the nominated household purchases a share of the property and pays rent to the nominated RSL or Council on the remainder.

- 7.10 The most appropriate form of intermediate accommodation should be determined based on the findings of the latest LHMA and/or needs identified by the LHA. However, the fundamental requirement is to produce a usefully affordable intermediate product for households in need across Bridgend County Borough. In order to be considered '*usefully affordable*', intermediate products should seek to achieve a mortgage or rent that is no more than 25% of gross lower quartile household income within the locality. This is based on the affordability criteria justified within the 2024 LHMA, defined in accordance with WG LHMA Guidance (2022), although is a guide rather than a set target. In practice, there can be an overlap between households who can afford different forms of intermediate tenures. The most appropriate intermediate tenures will be determined on a site by site basis, taking local housing market conditions into account. The precise nature of any intermediate tenures to be delivered will require detailed consideration of local house prices, private rents, social rents and housing need and should be agreed with the LHA in the first instance.
- 7.11 Intermediate provision will most likely comprise a mix of Low Cost Home Ownership and Intermediate Rent tenures as they are most likely to produce '*usefully affordable*' end products. The scope to introduce Shared Ownership products is likely to be more limited in most parts of Bridgend County Borough. This tenure can nevertheless be considered as a means of meeting housing need where robust evidence demonstrates Shared Ownership is capable of producing a '*usefully affordable*' product in the market catchment area of the site.

Calculating Commuted Sums

- 7.12 Where a financial contribution in lieu of on-site affordable housing provision has been justified and deemed acceptable by the LPA, it must be secured through a s106 agreement and calculated on the following basis:

Social Rented Commuted Sum Contribution (per dwelling type) =

A) Uplifted ACG x B) Intervention Rate x C) Number of Dwellings

Where:

- A) = the total uplifted ACG value for that dwelling size, type and Housing Market Area as detailed in Appendix A, Table 1 (for developments of 10 homes and under) or Table 2 (for developments of 11 homes and over).
- B) = 58% of A), which reflects the conventional grant intervention rate and the effective subsidy the developer would otherwise be expected to provide on-site.
- C) = the number of social rented dwellings of that size and type the developer would otherwise be expected to deliver on-site.

Intermediate Commuted Sum Contribution (per dwelling type) =

A) OMV x B) Intervention Rate x C) Number of Dwellings

Where:

- A) = the OMV for each dwelling according to its size and type, based on equivalent open market sales values achieved on the respective site. If there are no similar property types on the development site to inform the OMV, the OMV is to instead be based on new build Land Registry Price Paid data within the wider vicinity of the site (with an appropriate new build uplift being applied if there is insufficient new build transactional data available to generate robust average values).
- B) = 40% of A) in Porthcawl or 30% of A) in the remainder of Bridgend County Borough, which reflects the effective subsidy the developer would otherwise be expected to provide on-site.
- C) = the number of intermediate dwellings of that size and type the development would otherwise be expected to deliver on-site.

8.0 Section 106 Agreements

8.1 S106 agreements are legal agreements between a planning authority and a landowner/developer, or undertakings offered unilaterally by a landowner/developer, that ensure certain obligations related to a development are complied with. Affordable Housing is one such type of obligation which will normally be secured by means of a legal agreement under s106 of the Town and Country Planning Act 1990 (as amended).

8.2 S106 agreements bind the land, are registerable as a local land charge and apply to successive owners of the land. S106 agreements will typically specify the following in relation to affordable housing:

8.2.1 **The number, type, size, layout, tenure and standard of affordable dwellings to be built on site.** Provisions will also be included for those dwellings to be retained as affordable housing at least for the lifetime of the development or, in accordance with TAN2, include secure arrangements to ensure the recycling of capital receipts to provide replacement affordable housing (where applicable). The onus will be on the applicant to identify the location of the respective affordable dwellings on the site layout plan (for full planning applications) and confirm conformity to WDQR within the terms and conditions of the s106 agreement to ensure compliance. For s106 agreements entered into at outline planning application stage, a commitment to the delivery of affordable housing will be necessary where applicable. This will include details of the unit types, sizes, standards and tenures that must be accommodated on any subsequent reserved matters application. The siting of those committed affordable dwellings must then be detailed in any subsequent reserved matters application following liaison with the LPA.

8.2.2 **Definitions relating to nomination rights and qualified households.** Provisions will be included to define the Council's nomination rights for qualifying households, which is the procedure whereby the Council will identify applicants from its housing list to be housed in any given affordable housing dwelling in accordance with its Housing Allocation Policy. Qualifying

households will also be defined as households that have been confirmed by the Council as being in need of affordable housing in the locality. Such households must be registered on the Common Housing Register or any waiting list held by the Council for housing need, have a life or work connection to the locality or be able to demonstrate that they are unable to meet their housing needs within the open housing market.

8.2.3 Trigger points when affordable housing must be provided on-site. The trigger points will conventionally be tied to the occupation of open market dwellings. Affordable housing will either need to be delivered in full on or prior to the defined trigger point or at phased stages on or before several trigger points (for larger sites).

8.2.4 Transfer arrangements to a Nominated RSL or the Council. Provisions will be included in the s106 agreement to confirm when details of the Nominated RSL or the Council (if the Council is to acquire any affordable dwellings), will be provided to the developer in writing (normally prior to commencement of development). Details of the transfer price will be included in accordance with the guidance in Chapter 7 of this SPG. The point(s) by which the developer must enter into a contract for the sale of the affordable dwellings to the nominated RSL or Council will also be specified in the s106 Agreement.

8.2.5 Contingency arrangements for provision of financial contributions in lieu of on-site provision in exceptional circumstances. Specification of alternative arrangements will be provided if a nominated RSL or the Council declines or fails to purchase the affordable dwellings on-site within a specified period. Such contingency arrangements will firstly include nomination of an alternative RSL followed by payment of a commuted sum equivalent in value to on-site provision (as appropriate). If a commuted sum (calculated in accordance with paragraph 7.12 of this SPG) is paid to the Council in lieu of on-site provision, the developer would then be able to treat those dwellings as market dwellings. Arrangements for other unusual circumstances such as

mortgage default / mortgagee in possession scenarios will also be provided for in the s106 agreement, which is usually necessary to ensure that the affordable dwellings are mortgageable.

8.2.6 The amount and timing of any financial contribution to be paid in lieu of on-site delivery (if appropriate). The commuted sum will be calculated as per the guidance detailed in paragraph 7.12 of this SPG and will be payable at a defined trigger point or phased proportionately over several trigger points (for larger sites). The trigger points will normally be tied to the occupation of open market dwellings.



Barnhaus, North Cornelly

9.0 Affordable Housing Exception Sites

- 9.1 The adopted RLDP seeks to promote sustainable development through its strategic settlement hierarchy. This identifies sustainable growth within settlement boundaries to ensure that the open countryside, as a finite resource, is protected from uncontrolled and unsustainable development. The adopted RLDP includes provision to deliver the affordable housing target of 1,711 affordable dwellings (as specified in SP6) within the designated settlement boundaries in accordance with placemaking principles.
- 9.2 The RLDP also provides a framework to enable affordable housing exception sites via Policy COM5. This policy recognises that there may be specific factors prohibitive to delivery of affordable housing and is intended to act as a ‘pressure valve’ to meet demonstrably pressing housing need. COM5 provides an exception to the general housing provision policies of the RLDP which do not otherwise permit new housing outside of settlement boundaries or on certain sites allocated for other specific uses within settlement boundaries. Nevertheless, Policy COM5 is not intended to be a mechanism to deliver significant quantities of affordable housing within unsustainable countryside locations or other inappropriate locations within settlement boundaries. The policy seeks to enable sustainable developments that are small in scale, exceptional in circumstance and respond specifically to a pressing housing need identified by the LHMA and/or LHA. **An unsustainable site will not become sustainable in planning terms on the sole basis that an applicant intends to deliver 100% affordable housing on that site.** In order for an exception site to be considered acceptable, the applicant must clearly demonstrate that the criteria within COM5 are met in the first instance, while also evidencing conformity with wider RLDP policies as a whole. The RLDP’s affordable housing target does not factor in potential supply stemming from exception sites for these reasons.
- 9.3 The primary consideration outlined within Criterion 1 of Policy COM5 is that *“the proposal meets an identified local need that cannot be satisfied on*

alternative sites within the locality's identified settlement boundary". In the first instance, the applicant must clearly document what identified need the proposal seeks to meet, providing written confirmation evidencing support from the LHA. The applicant must then demonstrate why that need cannot be satisfied on appropriate, alternative sites within the local settlement boundary. This applies whether the proposal is to develop a site in open countryside adjoining an existing settlement or to develop a site allocated for another use within an existing settlement boundary. The applicant should clearly evidence which alternative sites have been considered within the respective settlement boundary and justify why they have been discounted. This approach is necessary to robustly demonstrate why the pressing, identified need cannot be realistically met on alternative sites within the locality's identified settlement boundary in order to fulfil Criterion 1.

9.4 Criterion 2 of Policy COM5 also requires proposals to represent a logical extension to the existing settlement at a scale appropriate to and in keeping with the character of the settlement. Applicants must demonstrate that the development will promote legibility, which is a coherent pattern of development that reinforces local identity and facilitates well defined enclosure character. This latter point is particularly important for exception sites adjoining and edging settlement boundaries in order to retain a sense of rural fringe. Houses should front such rural edges to clearly demarcate where urban space meets countryside. Exception sites should be sensitively designed at a locally appropriate scale and provide pedestrian connections to an existing core of services and facilities to enable assimilation within the existing settlement. Exception sites that are remote relative to the existing settlement, which propose divorced concentrations of affordable housing and/or are of a scale and design that conflicts with local scale and character would be contrary to this criterion.

9.5 Criterion 2 of Policy COM5 also restricts exception sites to proposals comprising no more than ten affordable dwellings. This 10 unit cluster principle has been informed by routine discussions with housing managers in

terms of the appropriate size for a sustainable cluster of affordable homes. This principle follows best practice to disperse affordable housing across larger multi-tenure housing developments and is therefore equally applicable to an exception site. Affordable housing clusters of more than 10 units can otherwise become increasingly uncondusive to the delivery and maintenance of balanced, mixed tenure communities. This 10 dwelling limit applies to all Local Settlements as defined by Policy SF1.

9.6 Policy COM5 does however provide some flexibility to the 10 dwelling cluster for proposals within or adjoining Tier 1 (i.e. Bridgend) and Tier 2 Settlements (i.e. Maesteg and the Llynfi Valley, Porthcawl, Pencoed and Pyle, Kenfig Hill and North Cornelly). Exception site proposals for more than ten affordable dwellings can be considered in these settlements where applicants clearly justify the need to depart from a ten-unit cluster in the context of the wider environ and in response to acute local housing need identified by the LHMA and/or LHA. In order to substantiate the need to develop more than ten affordable homes, applicants must provide a robust affordable housing statement following the guidance detailed in RLDP supporting paragraph 5.3.35, while demonstrating Criteria A, B and C of Policy COM5 have been met. This is fundamental to evidence how a larger exception site would integrate with nearby existing communities in a manner that prevents stigmatisation and non-inclusivity, while maximising opportunities for different household structures to reside cohesively.

9.7 Criterion 3 of Policy COM5 requires any exception site to be *‘in a sustainable location, within or adjoining an existing settlement boundary with reasonable access to at least a basic range of local community services and facilities’*. Proposals that would necessitate future residents to be unduly reliant on the private car will not be in accord with this criterion. These include sites divorced from existing settlements, within remote locations and/or lacking the ability to provide suitable active travel connections. In all cases, Policy COM5 is clear that exception sites must provide enhanced active travel links to connect to the Active Travel Network (walking and cycling routes in designated areas

throughout the County Borough as shown on the Active Travel Network Map) and/or nearest commercial centre as appropriate. Safe, direct pedestrian and cycle access to local convenience retail provision and community facilities (such as a primary school) is essential so that residents are not forced to travel to other destinations to meet their basic needs. Applicants should demonstrate how these policy requirements have been considered and will be achieved when proposing any exception site to meet pressing, locally identified housing need.

- 9.8 In demonstrating Criteria 4 of Policy COM5, applicants should clearly reference how the proposed mix of dwellings, including house types, sizes and tenures has been informed to address the identified housing need for the locality. Clear linkages should be made to the latest LHMA and evidence that the proposal has been devised following dialogue with the LHA should also be provided. Applicants will also be required to enter in a s106 agreement to provide mechanisms ensuring the dwellings are accessible to those who cannot afford market housing, both on first occupation and for subsequent occupiers in accordance with Criterion 5 of Policy COM5.
- 9.9 As specified within Policy COM5, any form of market housing, which is accommodation that does not conform with the definition of 'affordable housing' set out in paragraph 2.4 of this SPG, will not be permitted on exception sites.

10.0 Development Viability

- 10.1 The thresholds for and percentages of affordable housing provision have been set with regard to the housing need identified within the LHMA, the Plan-Wide Viability Assessment and site-specific viability testing. Deviation from the requirements set out in Policy COM3 should not therefore be necessary and will only be acceptable in exceptional circumstances.
- 10.2 For allocations supported by site-specific viability appraisals at the plan making stage, applicants citing viability issues must clearly demonstrate what variables have changed that may warrant deviation from Policy COM3. Appropriate supporting evidence must be provided to substantiate any such claim and this evidence must be comprehensive. For example, it would not be acceptable to solely highlight a change in one variable (such as build costs), without clearly evidencing how other variables (such as house prices), may have also changed. A comprehensive refreshed viability appraisal must therefore be provided, with all inputs and assumptions being robustly evidenced. Unsubstantiated commentary will not be acceptable.



Ty Llwynderw, Maesteg

- 10.3 For windfall sites, applicants must robustly demonstrate any site-specific constraints, abnormal costs and/or other viability challenges that could necessitate a reduction from the area-wide policies set out within Policy COM3. The LPA will work collaboratively with developers in such instances to evaluate site-specific evidence. Should the LPA agree that robustly evidenced, site-specific issues adversely affect a site's viability at full policy compliance, an appropriate percentage of on-site affordable housing provision will be sought instead. The LPA reserves the right to reject any development viability claims without comprehensive supporting evidence being provided.
- 10.4 In all cases, it is recognised that some information necessary to demonstrate viability may be commercially sensitive. However, this is not a sufficient reason to avoid providing the appropriate evidence to the LPA and this information will be used solely to consider whether any deviation from Policy COM3 is justifiable.
- 10.5 There is a common viability appraisal model in use across the South East Wales Region known as the Burrows-Hutchinson Ltd Development Viability Model (DVM). The DVM has been created as a comprehensive, user-friendly model to assess the financial viability of development proposals. The LPA is able make the DVM available to applicants to appraise the financial viability of a proposed development and demonstrate any necessary deviation from Policy COM3. The primary inputs required to undertake a financial viability appraisal through the DVM are provided in Appendix B.
- 10.6 The DVM and user guide can be released to any applicant subject to the LPA receiving payment of a standard fee (set out in the Council's latest Fees and Charges Schedule). The fee is intended to cover the LPA's administrative costs of locking and distributing the model, verifying the completed appraisal and providing a high-level review to the applicant. However, payment of a fee will **not** guarantee a lower proportion of affordable housing will be deemed acceptable or directly result in the granting of planning permission. The fee will only enable the LPA to consider whether:

- a) the DVM has been completed correctly and appropriately;
- b) the evidence supplied to support the costs and values submitted is sufficient and proportionate;
- c) the suggested timescales for the development are realistic; and
- d) the appraisal accords with policy requirements of the RLDP and with other guidance and/or policy statements that are pertinent to the assessment of viability in a planning context.

10.7 The preliminary fee does not allow for any further time that an applicant might wish to spend debating the findings of the LPA's initial high-level review. It also does not allow for any officer time necessary to re-appraise subsequent submissions of the model and supporting evidence, which will be re-chargeable. In the event of any unresolvable disputes, the LPA may need to draw upon expertise from a third party to act as an independent arbitrator. The costs associated with this must be met by the developer/applicant. For larger sites (of several hundred units), mixed-use developments or sites of a strategic scale, it may be more appropriate for an applicant to commission an independent arbitrator from the outset, following discussion with the LPA.

Appendix A –Transfer Values for Social Rented Dwellings

- 1.1 The values contained within Tables 1 and 2 below are derived from the 2021 Acceptable Cost Guidance (ACG) figures. A cumulative uplift has been applied for the four financial years since the last (and final) set of 'land and works' ACGs were published by Welsh Government (WG) in 2021. These 2021 ACGs are detailed within Table A, Annex A of the WG publication 'Acceptable Cost / On Costs for Use With Social Housing Grant Funded Housing in Wales', 2021 for self-contained general needs schemes of 11 homes or more. The 2021 ACG values have been uplifted by the following WG maximum social rent uplift caps per annum:
- April 2022 – 3.1%
 - April 2023 – 6.5%
 - April 2024 – 6.7%
 - April 2025 – 2.7%
- 1.2 The nominated Registered Social Landlord (RSL) or the Council would purchase the social rented units for the respective Transfer Values detailed in Table 1 and 2 (depending on the number of homes planned within the overall development, respectively). These transfer values represent 42% of the uplifted ACG values, which reflects the longstanding grant intervention rate. Commuted sums would be payable at 58% of the uplifted ACG values, which reflects the level of subsidy the developer would effectively be required to provide on-site.

Table 1: Transfer Values for Developments of 10 Homes and Under

Housing Market Area(s)*	Dwelling Size	Dwelling Type	Uplifted ACG from 1 st April 2025	Transfer Values from 1 st April 2025 (42% of Uplifted ACG)	Commuted Sum Values from 1 st April 2025 (58% of Uplifted ACG)
- Ogmore Valley - Garw Valley (Former WG Band 1)	7 Person, 4 Bed	House	£295,990.82	£124,316.14	£171,674.68
	6 Person, 4 Bed	House	£281,431.92	£118,201.41	£163,230.52
	5 Person, 3 Bed	House	£240,763.27	£101,120.57	£139,642.69
	4 Person, 3 Bed	House	£225,602.76	£94,753.16	£130,849.60
	4 Person, 2 Bed	House	£214,172.22	£89,952.33	£124,219.89
	3 Person, 2 Bed	House	£205,749.72	£86,414.88	£119,334.84
	2 Person, 1 Bed	House	£162,674.63	£68,323.34	£94,351.29
	3 Person, 2 Bed	Bungalow	£190,228.25	£79,895.86	£110,332.38
	3 Person, 2 Bed	Flat	£188,182.78	£79,036.77	£109,146.01
	2 Person 1, Bed	Flat	£154,372.45	£64,836.43	£89,536.02
Llynfi Valley (Former WG Band 3)	7 Person, 4 Bed	House	£332,087.26	£139,476.65	£192,610.61
	6 Person, 4 Bed	House	£311,993.58	£131,037.30	£180,956.27
	5 Person, 3 Bed	House	£267,233.99	£112,238.28	£154,995.71
	4 Person, 3 Bed	House	£250,388.98	£105,163.37	£145,225.61
	4 Person, 2 Bed	House	£238,958.44	£100,362.55	£138,595.90
	3 Person, 2 Bed	House	£230,535.94	£96,825.09	£133,710.85
	2 Person, 1 Bed	House	£187,340.53	£78,683.02	£108,657.51
	3 Person, 2 Bed	Bungalow	£220,789.90	£92,731.76	£128,058.14
	3 Person, 2 Bed	Flat	£200,575.89	£84,241.88	£116,334.02
	2 Person 1, Bed	Flat	£165,442.02	£69,485.65	£95,956.37

Housing Market Area(s)*	Dwelling Size	Dwelling Type	Uplifted ACG from 1 st April 2025	Transfer Values from 1 st April 2025 (42% of Uplifted ACG)	Commuted Sum Values from 1 st April 2025 (58% of Uplifted ACG)
• Bridgend • Porthcawl • Pencoed • Pyle, Kenfig and Cornelly • Valleys Gateway (Former WG Band 4)	7 Person, 4 Bed	House	£356,151.56	£149,583.65	£206,567.90
	6 Person, 4 Bed	House	£332,327.91	£139,577.72	£192,750.19
	5 Person, 3 Bed	House	£284,921.25	£119,666.92	£165,254.32
	4 Person, 3 Bed	House	£266,873.02	£112,086.67	£154,786.35
	4 Person, 2 Bed	House	£255,442.48	£107,285.84	£148,156.64
	3 Person, 2 Bed	House	£247,019.98	£103,748.39	£143,271.59
	2 Person, 1 Bed	House	£203,944.89	£85,656.86	£118,288.04
	3 Person, 2 Bed	Bungalow	£241,124.23	£101,272.18	£139,852.05
	3 Person, 2 Bed	Flat	£208,757.75	£87,678.26	£121,079.50
	2 Person 1, Bed	Flat	£172,781.63	£72,568.29	£100,213.35

*The historic WG ACG bandings have been re-defined to reflect Bridgend County Borough's eight Housing Market Areas as referenced in the LHMA.

Table 2: Transfer Values for Developments of 11 Homes and Over

Housing Market Area(s)*	Dwelling Size	Dwelling Type	Uplifted ACG from 1 st April 2025	Transfer Values from 1 st April 2025 (42% of Uplifted ACG)	Commuted Sum Values from 1 st April 2025 (58% of Uplifted ACG)
- Ogmore Valley - Garw Valley (Former WG Band 1)	7 Person, 4 Bed	House	£272,407.81	£114,411.28	£157,996.53
	6 Person, 4 Bed	House	£258,570.84	£108,599.75	£149,971.09
	5 Person, 3 Bed	House	£221,271.19	£92,933.90	£128,337.29
	4 Person, 3 Bed	House	£207,313.90	£87,071.84	£120,242.06
	4 Person, 2 Bed	House	£196,966.25	£82,725.82	£114,240.42
	3 Person, 2 Bed	House	£189,025.03	£79,390.51	£109,634.52
	2 Person, 1 Bed	House	£149,559.59	£62,815.03	£86,744.56
	3 Person, 2 Bed	Bungalow	£175,669.35	£73,781.13	£101,888.22
	3 Person, 2 Bed	Flat	£172,180.03	£72,315.61	£99,864.42
	2 Person 1, Bed	Flat	£141,377.73	£59,378.65	£81,999.08
Llynfi Valley (Former WG Band 3)	7 Person, 4 Bed	House	£308,504.25	£129,571.79	£178,932.47
	6 Person, 4 Bed	House	£289,132.50	£121,435.65	£167,696.85
	5 Person, 3 Bed	House	£247,741.91	£104,051.60	£143,690.31
	4 Person, 3 Bed	House	£232,100.12	£97,482.05	£134,618.07
	4 Person, 2 Bed	House	£221,752.47	£93,136.04	£128,616.43
	3 Person, 2 Bed	House	£213,811.26	£89,800.73	£124,010.53
	2 Person, 1 Bed	House	£174,225.49	£73,174.71	£101,050.78
	3 Person, 2 Bed	Bungalow	£206,231.00	£86,617.02	£119,613.98
	3 Person, 2 Bed	Flat	£184,573.14	£77,520.72	£107,052.42
	2 Person 1, Bed	Flat	£152,447.30	£64,027.87	£88,419.44

Housing Market Area(s)*	Dwelling Size	Dwelling Type	Uplifted ACG from 1 st April 2025	Transfer Values from 1 st April 2025 (42% of Uplifted ACG)	Commuted Sum Values from 1 st April 2025 (58% of Uplifted ACG)
• Bridgend • Porthcawl • Pencoed • Pyle, Kenfig and Cornelly • Valleys Gateway (Former WG Band 4)	7 Person, 4 Bed	House	£332,568.55	£139,678.79	£192,889.76
	6 Person, 4 Bed	House	£309,466.83	£129,976.07	£179,490.76
	5 Person, 3 Bed	House	£265,429.17	£111,480.25	£153,948.92
	4 Person, 3 Bed	House	£248,584.16	£104,405.35	£144,178.81
	4 Person, 2 Bed	House	£238,236.51	£100,059.34	£138,177.18
	3 Person, 2 Bed	House	£230,295.30	£96,724.02	£133,571.27
	2 Person, 1 Bed	House	£190,829.85	£80,148.54	£110,681.32
	3 Person, 2 Bed	Bungalow	£226,565.33	£95,157.44	£131,407.89
	3 Person, 2 Bed	Flat	£192,755.00	£80,957.10	£111,797.90
	2 Person 1, Bed	Flat	£159,786.91	£67,110.50	£92,676.41

*The historic WG ACG bandings have been re-defined to reflect Bridgend County Borough's eight Housing Market Areas as referenced in the LHMA.

Appendix B – Data Inputs Required for Financial Viability Appraisals

- 1) List of open market dwelling types, specifying for each one:
 - a) Number of bedrooms
 - b) Number of habitable rooms
 - c) Gross/net internal floor areas
 - d) Estimated open market value (freehold selling price) with supporting evidence
 - e) Total number of each dwelling type within the proposed development
- 2) List of affordable dwelling types, specifying for each one:
 - a) Number of bedrooms
 - b) Number of habitable rooms
 - c) Gross/net internal floor areas
 - d) Estimated open market value (unrestricted freehold selling price) for intermediate dwellings
 - e) Transfer values (with reference to Appendix A) for social rented dwellings
 - f) Total number of each dwelling type within the proposed development
- 3) Site layout plan for the development (outline, or detailed if available) with net developable areas and dwelling numbers for each element/phase of the proposed development.
- 4) Estimated construction and sales programmes for the development.
- 5) Details of current land ownership or details of the contractual terms and stage of transaction reached for its acquisition by the developer. This must include the land price paid (or, if estimated and not yet paid, the basis for that estimate) and allowance made for acquisition fees and Land Transaction Tax.
- 6) Planning costs and anticipated period before commencement of development (in months) after land acquisition has been completed.
- 7) Housing construction costs (plot costs), as a total sum or £/m², noting any additional allowance made for achieving compliance with forthcoming building regulations. Evidence must be provided to justify what these costs are based on.

- 8) Physical infrastructure costs, broken down between:
- a) Off-site drainage, highway and/or other works, with detailed analysis/justification
 - b) Normal on-site costs for providing road access and services to individual plots (including “externals” such as detached garaging and landscaping, which may be assessed on a fixed average sum per dwelling, or as a percentage of plot costs)
 - c) Abnormal site costs (if any) with detailed analysis/justification
- 9) Allowance made for professional fees in connection with:
- a) Planning and building regulations approvals
 - b) Housing construction costs
 - c) Physical infrastructure works
- 10) Estimated sum (or percentage allowance) for contingencies
- 11) S106 contributions necessary to achieve full RLDP policy compliance and anticipated timing of payments
- 12) Sale and marketing costs for open market dwellings
- 13) Finance costs, including interest rate(s) applied, and the basis for their calculation
- 14) Details of any proposed non-residential uses, including gross external and net internal floor areas, together with estimated costs and revenues associated with those parts of the development. This will include, where available, estimated freehold and rental values for each element/unit, the investment yield(s) on which estimated freehold values have been based/calculated, and details of any pre-lets or forward sale arrangements.

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	THE PROVISION OF BEACH AND WATER SAFETY SERVICES IN PARTNERSHIP WITH THE ROYAL NATIONAL LIFEBOAT INSTITUTION (RNLI).
Report Owner / Corporate Director:	CORPORATE DIRECTOR - COMMUNITIES
Responsible Officer:	ZAK SHELL – HEAD OF OPERATIONS, COMMUNITIES
Policy Framework and Procedure Rules:	There is no effect upon the Council's policy framework or procedure rules as a result of this report.
Executive Summary:	The purpose of the report is to request approval to establish a new long-term partnership arrangement with the Royal National Lifeboat Institution (RNLI) to operate a seasonal beach lifeguarding service at local beaches and in doing so seek a waiver under paragraph 3.2.3 of the Council's Contract Procedure Rules from the requirement to obtain quotes or tenders by open competition and agreement to enter a contract with the RNLI.

1. Purpose of Report

- 1.1 The purpose of the report is to request approval to establish a new long-term partnership arrangement with the Royal National Lifeboat Institution (RNLI) to operate a seasonal beach lifeguarding service at local beaches and in doing so seek a waiver under paragraph 3.2.3 of the Council's Contract Procedure Rules from the requirement to obtain quotes or tenders by open competition and agreement to enter a contract with the RNLI.

2. Background

- 2.1 There is a long-standing and successful partnership approach between Bridgend County Borough Council (BCBC) and the RNLI in relation to the provision of beach and water safety services in Bridgend County Borough. Two previous partnership agreements have existed, with the current one ending in 2024. These agreements have provided value for money, been delivered successfully, and provided a level of safety for beach visitors which would otherwise not have been available. It is considered that the service has become a core element of the offer for tourists to the area and assisted the County Borough in maintaining two Blue Flag beaches.
- 2.2 The beaches included in the agreements are Rest Bay, Coney/Sandy Bay and Trecco Bay, with cover of Pink Bay being delivered by the team based at Rest Bay.

- 2.3 Table 1 details the current service level and the resources provided by the RNLI for each season, showing the dates between which each beach is guarded, and the number of lifeguards required on each shift.

Table 1 Current provision

Beach Name	Early Season	Main Season Start	No. of Lifeguards - Main Season	Peak Season Start	No. of Lifeguards - Peak Season	Peak Finish	Main Season Finish	Full Finish	Comments
Coney/Sandy Bay	Yes	4th May	2	29th June	3		1st Sept		Easter Bank Holiday Only until Main Season Start
Rest Bay	No	25th May	4			1st Sept	15th Sept		Weekends Only After Peak Finish
Trecco Bay	Yes	4th May	2				1st Sept	29th Sept	Easter Bank Holiday Only until Main Season Start. Weekends Only Between Main Season Finish and Full Finish

- 2.4 Over the past 5 years the RNLI have dealt with 686 incidents on County beaches, resulting in 949 people being aided. Of this total, 149 people were rescued. Additionally, a total of 267 people were provided with medical aid, including trauma care and/or minor first aid. In total, the RNLI report that 12 lives have been saved over the period. It is to be noted that the terms used in this report have been taken from the RNLI's definitions used in their own reports, and the context of these definitions can be found in Table 2 below. This is a common framework used by the RNLI across all the beaches on which they provide a service.

Table 2 RNLI definitions

Definition	Context
Rescue	Where a lifeguard responds to a person at risk and physically returns them to shore or transfers them to another rescue craft
Assistance	Where a lifeguard aids a person in the sea who is at low risk but, if left, would be at risk
Casualty Care	Where a lifeguard formally assesses and/or treats a casualty according to RNLI casualty care protocols
Minor First Aid	Where a lifeguard treats a casualty due to sickness or injury who is at low or no risk but who requires treatment to ensure the risk does not increase
Search	An organised search, with other search and rescue units, for a missing person either at sea or on land
Missing/Found	Where a lifeguard assists in the location of children who have become separated parents/guardians, or other people who have been found or reported missing, including those who are known to be missing as a result of an incident in or on the water
Non-Aquatic Assist	When a lifeguard assists a person that was not in the water, or clears a sandbank of people who are at risk and ensures they return to shore

- 2.5 Table 3 shows incidents recorded over a 5-year period; Table 4 shows incidents by beach; Table 5 shows incidents by definition; Table 6 shows lives saved.

Table 3 Incidents recorded over a 5 year period

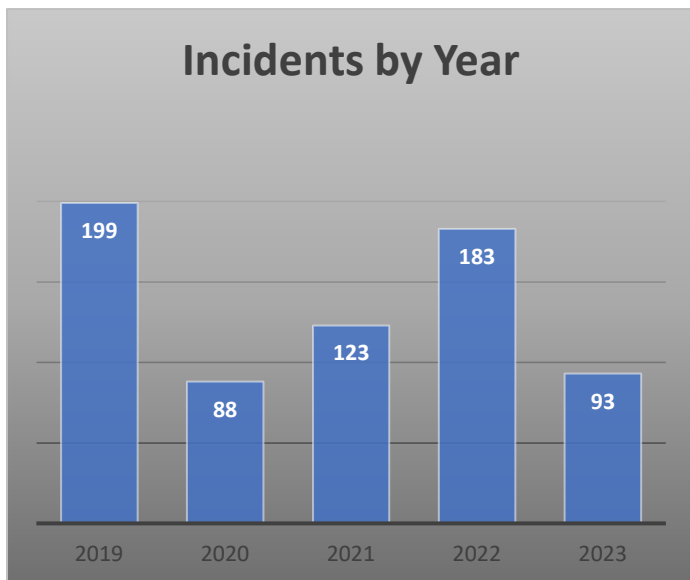


Table 4 Incidents by beach

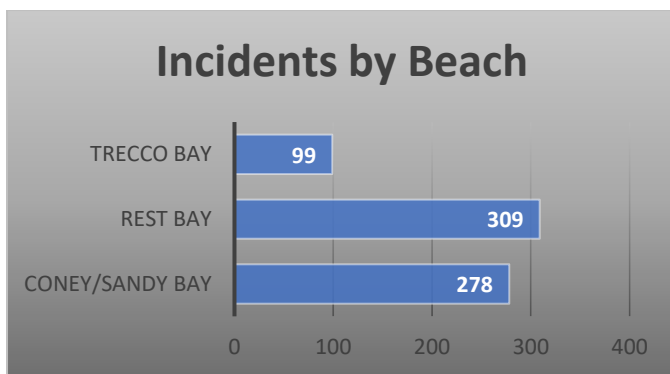


Table 5 Incidents by definition

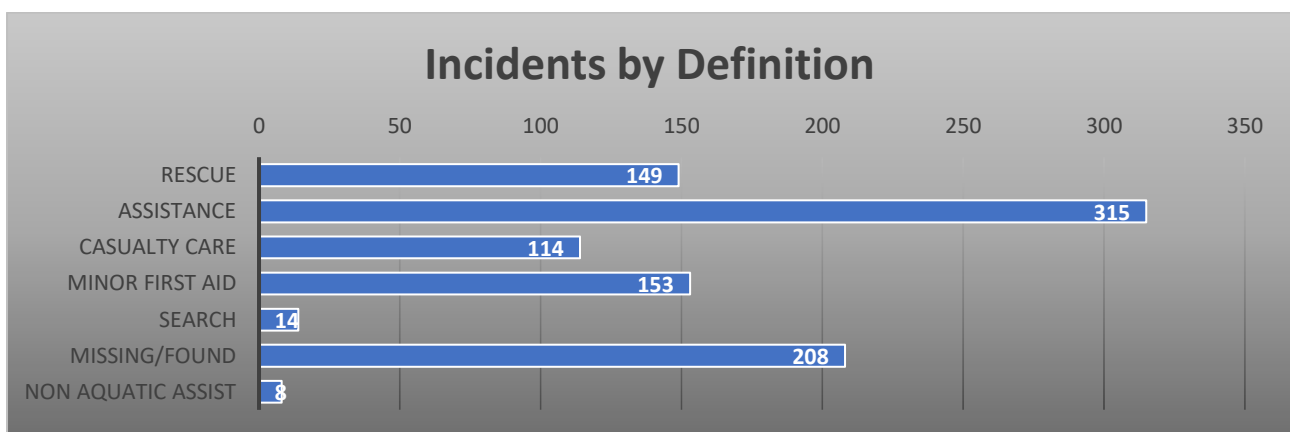
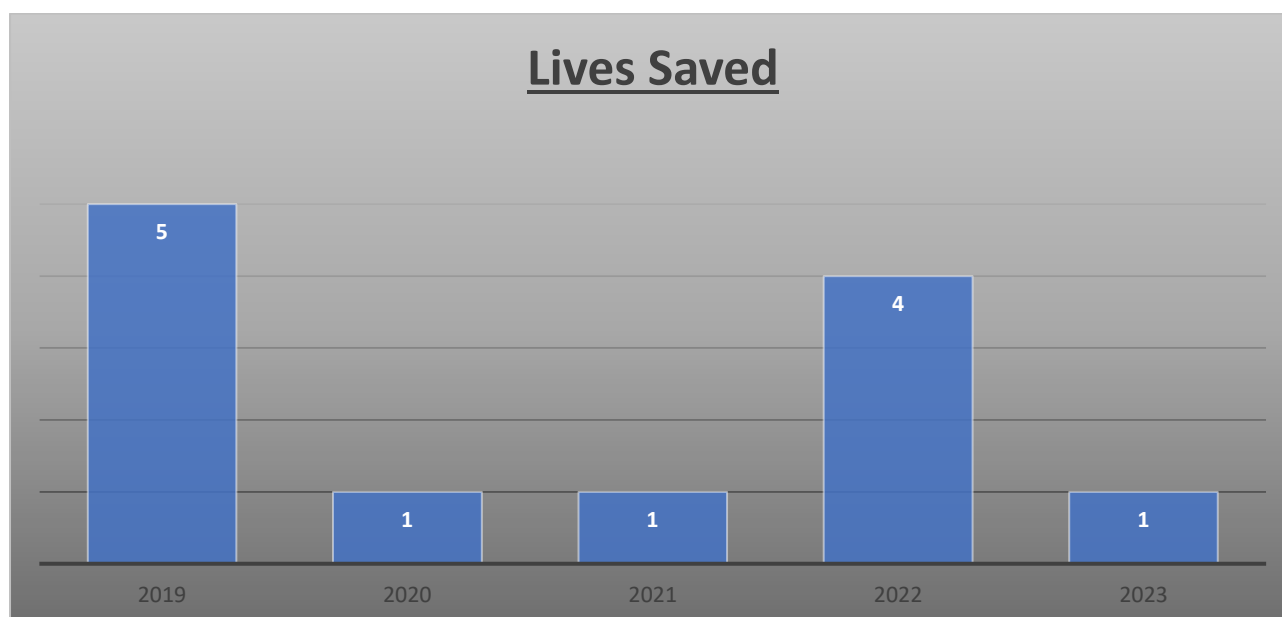


Table 6 Lives saved over a 5-year period



3. Current situation / proposal

3.1 With the end of the current agreement between BCBC and the RNLI approaching, officers have been engaging in discussions with RNLI in relation to future options.

3.2 These discussions have been based on the following principles:

- High Profile Beaches: A potential lifeguard service prioritising cover on high profile beaches.
- Risk Based Priority: A potential lifeguard service developed on a risk-based approach, involving a review combined with an analysis of statistical information collected by lifeguards to help determine future options.
- Seasonality: Most incidents dealt with occur in July and August. Therefore, a potential lifeguard service that responds to this.
- Geography: A potential lifeguarded beach for the highest number of people, providing a spread of locations across Porthcawl's beaches.
- Resource availability: A potential lifeguard service based on the resource availability at this time, but cognisant of inflationary pressures.

3.3 Following discussions, four options are presented here for Cabinet consideration.

Option 1 – Cease financial commitment entirely. The ‘do-nothing’ option.

3.4 BCBC could decide to no longer provide a financial commitment towards the provision of a lifeguarding service on the beaches in Bridgend County Borough. This would create the expectation that the RNLI, as a charity, would continue to provide the service.

3.5 Option 1 would create a potential annual revenue saving for BCBC of £38,000

3.6 The following have been identified as points to consider regarding option 1:

- RNLI Response – Although they are a charitable organisation, the RNLI have stated that they will not be able to continue to provide lifeguarding services if BCBC do not provide a financial commitment in the future. They have around 50 other clients in the UK, including

other Local Authorities, that all make a financial contribution towards the lifeguarding services they receive.

- Public Safety – As can be seen from the statistical information earlier in this report, the lifeguarding supplied by the RNLI has had a measurable positive impact on the safety of beachgoers over the life of the agreement.
- Reputational – The provision of lifeguarding is required for a beach to be considered for a Blue Flag award. Without lifeguarding services, Blue Flag status will be lost.

Option 2 – Enter into a new agreement with fixed base financial commitment plus CPI uplift each year. The ‘maintain resource, with CPI uplift, but reduce service’ option.

- 3.7 Option 2 would keep the financial commitment at its current level, but would however include an CPI increase each year, but with no additional financial commitment other than that made available to respond to RNLI requests for further resources.
- 3.8 Option 2 would effectively freeze BCBC’s ongoing financial commitment at the current amount plus CPI, ensuring a known annual cost going forward.
- 3.9 In this scenario, the RNLI would still require that the BCBC contribution percentage increase and have indicated that if this option were chosen by Cabinet, it would be achieved via service level reductions.
- 3.10 Using a hypothetical 2025 season as an example, Table 7 shows the service reductions required to achieve the necessary percentage resource increase that has been requested by the RNLI.

Table 7 Option 2 potential service

Beach Name	Easter Bank Holiday?	Main Season Start	No. of Lifeguards - Main Season	Peak Season Start	No. of Lifeguards - Peak Season	Peak Finish	Main Season Finish	Full Finish	Comments
Coney/Sandy Bay	No	25th May	2	12th July	3		1st Sept		Main & Peak Season Only
Rest Bay	No	25th May	3			1st Sept	15th Sept		Weekends Only After Peak Finish
Trecco Bay	Yes	4th May	2				1st Sept	29th Sept	Easter Bank Holiday Only until Main Season Start. Weekends Only Between Main Season Finish and Full Finish

- 3.11 When comparing Table 7 to Table 1 the following should be noted:

- Trecco Bay – Service and staffing levels to remain unchanged.
- Rest Bay – The length of the service would remain the same as in 2024 but the total number of lifeguards would drop from 4 to 3 for the entire season.
- Coney Bay – No lifeguard service for Easter Bank Holiday, no lifeguard service from Early May Bank Holiday, with the service to start full-time from the late May Bank Holiday instead. The peak service would start 2 weeks later, moving from 28th June to 12th July, when staffing levels go up from 2 to 3 lifeguards.

- 3.12 These reductions are operationally significant and would occur on the busiest beaches; the cover provided on Trecco Bay is separately funded outside of BCBC and would not be reduced.

- 3.13 It could be considered that this potential reduction in service may come with similar non-financial costs to those discussed in option 1, with further reductions anticipated in future years due to the fixed financial commitment provided.

Option 3 – Enter into a new agreement with fixed annual financial commitment. The ‘maintain resource, with no CPI uplift, but reduce service’ option.

- 3.14 Option 3 would maintain the financial commitment at its current level, with no allowance for CPI and no increase to meet the RNLI’s request for a higher percentage contribution. This would effectively freeze BCBC’s ongoing financial commitment at the current amount, ensuring a fixed annual cost going forward.
- 3.15 This option would require an estimated further 3.5% (CPI assumption) cost reduction via service reductions on top of those described in Option 2.

Option 4 – Enter into a new agreement with an increased financial commitment. The ‘increase resource to maintain current service’ option.

- 3.16 To maintain service provision at the current 2024 season level for all beaches, as can be seen in Table 1, the RNLI have requested an annual increase of 4% to our total contribution on top of the CPI uplift, which equates to around £3,000 additional cost per year.
- 3.17 The option of maintaining the same level of resource and still maintaining the same level of service, the ‘same resource, same service’ option, is not something the RNLI are able to provide and therefore has not been presented as an option for Cabinet consideration.
- 3.18 It is proposed that if Cabinet choose either option 2, 3 or 4 that any further agreement would be based on the following requirements:
- The RNLI would generate investment towards the total costs of operations, which will be supplemented through the arrangement with BCBC.
 - The provision for each season will be based on a recommendation from the RNLI, developed following a risk assessment of each of the beaches covered. RNLI will seek agreement from landowners for this provision.
 - The RNLI will manage the recruitment, training, event cover, equipment, uniforms, supervision and management of lifeguards and ensure the shared use of facilities and joint working arrangements with local clubs within the parameters of the agreed resources.
 - The RNLI will work with local stakeholders to consider options for additional services beyond those agreed within the parameters of the core service, provide cost estimates for such additional services and support local stakeholders to consider alternative additional resources required.
 - Throughout each season regular update meetings will take place between BCBC and RNLI and the RNLI will produce an end of season report each year.
- 3.19 It is proposed that Cabinet approve option 4.
- 3.20 Option 4 requires a waiver of the Contract Procedure Rules relating to the requirement to obtain quotes or tenders by open competition for the provision of the services on the basis that the services can be provided by only one tenderer in accordance with rule 3.2.3. In proposing such an action, it is highlighted that the RNLI is a unique organisation in respect of such services due to its core focus on coastal safety. What is proposed here currently

operates successfully in other Local Authority areas, such as Swansea, Neath Port Talbot and the Vale of Glamorgan.

4. Equality implications (including Socio-economic Duty and Welsh Language)

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

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 The Well-being of Future Generations (Wales) Act 2015 Assessment Template has been completed and a summary of the implications from the assessment relating to the five ways of working is outlined below in respect of the proposal:
- Long-term: The elements that make up the proposed delivery for a new three year agreement with the RNLI have been identified following discussion with key stakeholders and in relation to current understanding of the potential long term challenges and opportunities.
 - Prevention: A clear process, based on research and evidence has been undertaken to develop a service provision that seeks to provide a level of beach and water safety service appropriate for the proposed period.
 - Integration: The proposed service delivery has been based on previous approaches taken within Bridgend County Borough, as well as approaches being undertaken in other areas.
 - Collaboration: The proposed service delivery is based on collaboration between BCBC and its range of service areas and the RNLI.
 - Involvement: The proposed service will be delivered in close partnership with a range of local stakeholders through existing engagement mechanisms. The delivery will be closely monitored with information for review sought from partners. The proposed future agreement will be based on involvement of local landowners and other service providers.

6. Climate Change Implications

- 6.1 There are no Climate Change implications arising from this report.

7. Safeguarding and Corporate Parent Implications

- 7.1 There are no safeguarding issues as a result of this report.

8. Financial Implications

- 8.1 The annual budget currently available for BCBC to contribute towards the overall cost of delivering the seasonal lifeguarding service is £38,000.
- 8.2 The financial commitment implications of the 4 options set out in section 3 of this report over a proposed 3-year agreement are presented in Table 8 below.

Table 8 3 year agreement proposals

	<u>Description</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Option 1	Cease financial commitment entirely	£0	£0	£0
Option 2	Enter into a new agreement with fixed base financial commitment (+ CPI)	£39,330	£40,707	£42,131
Option 3	Enter into a new agreement with fixed annual financial commitment (No CPI)	£38,000	£38,000	£38,000
Option 4	Enter into a new agreement with an increased financial commitment. (4% + CPI)	£40,903	£44,028	£47,392

8.3 The impact of these options, when compared to the current level of financial commitment, are set out in table 9 below:

Table 9 Impact comparison

	<u>Description</u>	<u>Impact in 2025</u>	<u>Impact in 2026</u>	<u>Impact in 2027</u>	<u>Total Impact</u>
Option 1	Cease financial commitment entirely	£38,000	£38,000	£38,000	£114,000
Option 2	Enter into a new agreement with fixed base financial commitment (+ CPI)	-£1,330	-£1,377	-£1,425	-£4,131
Option 3	Enter into a new agreement with fixed annual financial commitment (No CPI)	£0	£0	£0	£0
Option 4	Enter into a new agreement with an increased financial commitment. (4% + CPI)	-£2,903	-£3,125	-£3,364	-£9,392

8.4 If Cabinet chose Option 1, there is a recurrent budget saving of £38,000 per annum. If Cabinet chose Option 2, an application to the centrally held price inflation budget would be considered on an annual basis.

8.5 The proposed option, option 4, has an additional cost pressure over and above CPI inflationary increases. The annual implications of this as set out in table 9 above will be met from within the Communities Directorate existing budgets.

9. Recommendations

9.1 It is proposed that Cabinet:

- Agree to proceed with option 4;
- Agree a waiver of the Contract Procedure Rules relating to the requirement to obtain quotes or tenders by open competition for the provision of the services on the basis that the services can be provided by only one tenderer in accordance with rule 3.2.3. In proposing such an action, it is highlighted that the RNLI is a unique organisation in respect of such services due to its core focus on coastal safety;

- delegate authority to the Corporate Director, Communities to finalise negotiations with the RNLI and enter into a three year partnership arrangement and associated service level agreement and any further deeds and documents which are supplemental to the agreement, and any subsequently required amendments, with the RNLI and in doing so agree a waiver under paragraph 3.2.3 of the Council's Contract Procedure Rules.

Background documents

NONE

This page is intentionally left blank

Meeting of:	CABINET
Date of Meeting:	4 FEBRUARY 2025
Report Title:	PORTHCAWL WATERFRONT REGENERATION COMPULSORY PURCHASE ORDER GENERAL VESTING DECLARATION
Report Owner / Corporate Director:	CORPORATE DIRECTOR COMMUNITIES
Responsible Officer:	JACOB LAWRENCE PORTHCAWL REGENERATION PROGRAMME MANAGER
Policy Framework and Procedure Rules:	Making the General Vesting Declaration (GVD) will result in title for all the Compulsory Purchase Order (CPO) plots automatically vesting with the Council, thereby ensuring there is no impediment to the delivery of the Porthcawl Waterfront Regeneration Scheme (PWRS) from a land ownership perspective. The PWRS is a strategically important regeneration opportunity that will deliver upon the policies within the Local Development Plan and provide much needed housing within a suitable location. As such the proposed GVD will positively support the Council's policies and procedures.
Executive Summary:	The report provides an update on the Porthcawl Waterfront Regeneration Compulsory Purchase Order and request for Cabinet approval to make the General Vesting Declaration.

1. Purpose of Report

- 1.1 The purpose of this report is to update Cabinet on the Porthcawl Compulsory Purchase Order (CPO) following confirmation of the Bridgend County Borough Council (Porthcawl Waterfront Regeneration) Compulsory Purchase Order 2021 ("the CPO") in December 2023. Since the CPO was confirmed officers have continued to engage with and negotiate with affected landowners in order to achieve voluntary acquisition / negotiated settlement of compensation amounts prior to the making of a General Vesting Declaration (GVD).
- 1.2 Approval is being sought from Cabinet to make arrangements to vest legal title in the Council by serving the GVD.

2. Background

- 2.1 On 20 July 2021 Cabinet gave approval to make, advertise, notify and progress confirmation of the CPO in order to acquire land to deliver the Porthcawl Waterfront Regeneration Scheme (PWRS). The CPO was subsequently made on 8 October 2021. Notice to affected land owners was given. The CPO was also advertised and formally submitted to Planning and Environment Decisions Wales (PEDW). The making of the CPO was followed by a statutory objection period between 21 October 2021 and 26 November 2021, during which a wide range of objections and representations were submitted to Planning and Environment Decisions Wales (PEDW). Whilst a public inquiry was due to take place in connection with the CPO this was cancelled, as following negotiations with statutory objectors all statutory objections were withdrawn. The CPO was confirmed by the Welsh Ministers on 19 December 2023 with a copy provided as **Appendix A**.

3. Current situation / proposal

- 3.1 Following confirmation of the CPO, officers have continued to engage and negotiate with those parties affected who were yet to agree to voluntary acquisition proposals. At the time of the CPO being made the only areas where owners or reputed owners were yet to agree a position were in relation to plots 1A, 6,7,8,9,10,10A, 11,11A and 11B . A summary of the position in relation to these plots is provided under separate headings below, with the CPO plan attached as **Appendix B**.

Plots 6, 8 and 9

- 3.2 In November 2024 the 3 parties with reputed ownership (via alleged adverse possession) over part of each of these plots have agreed to dispose of any rights they may have acquired over the passage of time. No further compensation will be payable to these parties following the making of the GVD since their rights, to the extent they had any, have already been acquired.

Plot 1A

- 3.3 Discussions have been held with Seashore Enterprises (Porthcawl) Limited whom are the beneficiary of rights to erect bathing tents over plot 1A. At the time of this report, an agreement regarding compensation amounts and voluntary acquisition has not been reached. The nature of these rights are particularly unique as is the effect of the CPO, as it is only within the extent of plot 1A that they will no longer be able to exercise the rights with the rights remaining unfettered across the remainder of Sandy Bay Beach.

Plots 7,9,10,10A, 11,11A and 11B

- 3.4 Officers have continued to engage in detailed discussions with Newton Porthcawl Estates whom have a freehold interest in Plots 7,9,10,10A, 11,11A and 11B (these plots are located on land which is known as Sandy Lane and Rhych Avenue) and

progress has been made towards an agreed position, both in terms of potential voluntary acquisition and associated compensation amounts, albeit at the time of this report a contractual position has not been reached and as such it is considered appropriate to now progress the GVD.

- 3.5 Whilst negotiations will continue in the background up to and until any potential future Upper Tribunal (Lands Chamber) hearing in relation to compensation amounts should agreement not be reached, it is considered expedient to make the GVD at this juncture as in the event negotiations do not result in an agreement, the GVD will safeguard the PWRS by enabling the Council to obtain legal title to the CPO land that has not yet been acquired voluntarily, in advance of agreement of compensation.
- 3.6 With the exception of the position outlined above the Council has agreed a negotiated position in relation to the various interests in all other CPO plots. Notwithstanding this, it is considered prudent to include all CPO plots within the GVD for completeness and so as to cleanse the title to the land so as to safeguard against any unknown reputed ownership or beneficiary interests being asserted at a future date.
- 3.7 The making of a GVD will result in title for all the CPO plots automatically vesting with the Council without any conveyance or transfer being necessary. Three months notice of the intention to make a GVD must be given, but once the GVD is made, the GVD will confer an immediate right of entry for the Council against all those interested in the land on the vesting date specified in the GVDs which must be at least 28 days after a notice has been served on the persons with an interest in the land in question. As such, the GVD will remove any impediments to the PWRS scheme from a land ownership perspective and ensure that the current momentum in connection with the preparation of a detailed masterplan and design code can be carried through to marketing of the land and subsequent delivery of development in a coordinated phased manner.
- 3.8 In the interests of clarity it is recommended that a GVD is made dealing with all plots within the CPO as detailed within the below schedule and CPO plan attached as **Appendix B**. Should Cabinet approve the execution of the GVD it will be necessary to serve notice upon all affected parties having an interest in the CPO land giving 3 months notice of the intent to make the GVD and then a clear 28 days notice of the making of the GVD. A draft of the GVD is provided as **Appendix C**.
- 3.9 Cabinet should be cognisant of the fact that upon making the GVD and following the requisite 28 day notice period good title is acquired and interests in the relevant land are simply converted into rights to compensation for anyone with an interest in the land concerned. Following making of the GVD officers will continue to work towards agreeing the compensation amount via negotiation with those affected parties with an interest in the land but in the event agreement cannot be reached either the owner of the interest or the Council can refer the matter to the Upper Tribunal (Lands Chamber) who would determine the compensation amounts payable. Given the nature of the interests being acquired it is not expected that significant sums of compensation would become payable with the expected costs to the Council and Welsh Government (WG) as its partner landowner identified within **Appendix D**. [This information is](#) considered

exempt from publication by virtue of paragraphs 13 and 14 of part 4 and paragraph 21 of part 5 of schedule 12A of the Local Government Act 1972 as it is considered that in all the circumstances of the case the public interest in maintaining these exemptions outweighs the public interest in disclosing the information, because the information is likely to reveal the identity of individuals and relates to the business and financial affairs of the Council and other persons. The information is also considered exempt from publication pursuant to paragraph 16 of part 4 of schedule 12A of the Local Government Act 1972 as it is considered the information is legal professional privileged.

3.10 It is important to recognise that all of the steps involved in the compulsory acquisition of the legal interests in the land concerned are considered to be an interference with an individual's human rights to their property. Guidance states that a Compulsory Purchase Order, and by implication a GVD, should only be made where there is a compelling case in the public interest. Section 6 of the Human Rights Act 1998 prohibits public authorities from acting in a way which is incompatible with the European Convention on Human Rights. Various convention rights are likely to be relevant to the GVD as set out below.

3.11 A balanced view has to be taken between the intentions of the Council and the concerns of

those whose interest in land it is proposed to disturb. There must be clear evidence that the public benefit will outweigh the private interference.

Article 1 of the First Protocol states as follows:-

“Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No-one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law”.

Article 8 of the First Protocol states as follows:-

“1. Everyone has the right to respect for his private and family life, his home and his correspondence.

2. There shall be no interference by a public authority with the exercise of this right except such as is in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedoms of others”.

3.12 In considering the First Protocol Article 1 the Courts have held that whilst individuals are entitled to the peaceful enjoyment of their property and possessions, the State can deprive and control the use of them where its actions are in accordance with law, necessary and legitimate, in the general interest and proportionate. Therefore, in

reaching its decision, Members should take account of the provisions of the 1998 Act. Cabinet needs to consider the extent to which the decision may impact upon the Human Rights of the landowners of the proposed CPO land and to balance these against the overall benefits to the community, which the proposed regeneration will bring.

- 3.13 Cabinet will need to be satisfied that interference with the rights under Article 1 and 8 of the First Protocol to the European Convention on Human Rights is justified in all the circumstances and that a fair balance would be struck in the present case between the protection of the rights of the individual and the public interest.
- 3.14 The balancing exercise required under the First Protocol to the European Convention on Human Rights was given due regard when Cabinet authorisation was provided in July 2021 to make, advertise, notify and progress confirmation of the CPO to acquire land, and to authorise the advertisement of the proposed appropriation of Council owned land to planning purposes to support the Porthcawl Waterfront Regeneration Scheme, in respect of which the provisions of s203 of the Housing and Planning Act 2016 were engaged (which converts third party interests into compensable interests). These matters were given further attention when Cabinet authorised the appropriation of land at Griffin Park and Sandy Bay. Whilst the appropriation process was separate to the CPO, it is a statutory function of the Council that has been deployed in an interlinked and integrated manner to the CPO, as together the CPO land combined with the appropriation land and other land owned by the Council and WG make up the PWRS.
- 3.15 In light of the balancing exercise already completed in connection with the First Protocol to the European Convention on Human Rights, coupled with the progress that has been made to satisfy all affected parties and allow for all objections to be withdrawn since the original July 2021 Cabinet resolution to progress the CPO, having regard to the potential of the development proposals and the CPO enabling it, to deliver significant regeneration benefits and improvements to the social, economic and environmental well-being of the area, it is considered that the potential for some degree of interference with Article 8 and Protocol 1 is necessary in the interests of well-being of the area, it is in the general public interest and is deemed proportionate to those legitimate aims. Any interests acquired will carry a right to compensation and the opportunity to a fair and impartial hearing in that regard. Furthermore, it is noteworthy that when considering whether or not to confirm the CPO the Planning Inspector concluded as follows:

The confirmation of the Order to allow compulsory purchase of the identified land would facilitate the carrying out of development, re-development or improvement on or in relation to the land. It would achieve the promotion or improvement of the economic, social and environmental well-being of the area. The proposals and funding which are in place demonstrate that the regeneration scheme would be deliverable. I find, therefore, that there are compelling reasons in the public interest for the powers sought. In this light, my recommendation is that the Order be confirmed.

- 3.16 In light of the above it is considered that all relevant matters regarding the CPO have been given due regard and consideration as part of ongoing decision making by both Cabinet and Welsh Ministers via their confirmation of the CPO. As such, the making of the GVD primarily represents a further procedural step that will ensure the CPO as confirmed takes effect and the Council's objectives to use its positive planning powers to facilitate land assembly are realised. The financial implications arising from the making of the GVD are outlined in further detail within the financial implications section of this report.

4. Equality implications (including Socio-economic Duty and Welsh Language)

- 4.1 An initial Equality Impact Assessment (EIA) screening has identified that there would be no negative impact on those with one or more of the protected characteristics, on socio-economic disadvantage or the use of the Welsh Language. It is therefore not necessary to carry out a full EIA on this policy or proposal.
- 4.2 For the avoidance of doubt, whilst following the making of the GVD and following the requisite 28 day notice period good title is acquired and interests in the relevant land are simply converted into rights to compensation for anyone with an interest in the land concerned, it will not directly result in any material change to the physical state of the land. Any future decisions in connection with the disposal of the site and associated development will be brought before Cabinet for consideration in due course. Any future planning application will be subject to determination by the Council's Development Control Committee. Further EIAs will be required and carried out at these stages.

5. Well-being of Future Generations implications and connection to Corporate Well-being Objectives

- 5.1 This report and proposed regeneration across the PWRA assists in the achievement of the following corporate well-being objectives under the Well-being of Future Generations (Wales) Act 2015:-
- A County Borough where we protect our most vulnerable – Supporting people facing homelessness to find a place to live
 - A County Borough with fair work, skilled, high-quality jobs and thriving towns –
Improving our town centres, making them safer and more attractive · Attracting investment and supporting new and existing local businesses.
 - A County Borough where we help people meet their potential – Providing safe, supportive schools with high quality teaching and expanding Welsh medium education opportunities ·
 - A County Borough that is responding to the climate and nature emergency – Moving towards net zero carbon and improving the energy efficiency of our buildings and services. Improving flood defences and schemes to reduce flooding of our homes and businesses

- A County Borough where people feel valued, heard and part of their community –
· Improving the way we engage with local people, including young people, listening to their views and acting on them ·
- A County Borough where we support people to live healthy and happy lives –
Improving active travel routes and facilities so people can walk and cycle, offering attractive leisure and cultural activities and improving children's play facilities and opportunities ·

5.2 The Well-being of Future Generations (Wales) Act 2015 Assessment based on the 5 ways of working has been considered and there are no significant or unacceptable impacts upon the achievement of well-being goals/objectives as a result of this report. A summary assessment has been outlined below.

- Long term - The Porthcawl Waterfront Regeneration is a strategic development scheme which has the potential to add vibrancy to the locality through the provision of new housing, leisure and tourism opportunities, as well as retail and commercial developments; set within appropriate open space, parking and public realm.
- Prevention – the current Waterfront sites are largely unoccupied and under-utilised and detract from the attractiveness of the area.
- Integration – the Waterfront development will integrate with and access the existing town centre, sea front and leisure developments.
- Collaboration – the Council will continue to collaborate with residents, visitors and end users of this project to ensure successful and sustainable development and outcomes.
- Involvement – ongoing engagement with the community will continue to be an important facet of this project.

6. Climate Change Implications

6.1 Taking action to support decarbonisation is critically important in order to protect and sustain the environment over the long term. The making of the GVD will facilitate the delivery of regeneration of a previously developed site within existing settlement boundaries represents an inherently sustainable form of development which results in reduced carbon emissions compared to the development of out of settlement greenfield land. Furthermore, the making of the GVD will provide the necessary clean title to allow for the planned coastal defence revetment works to be delivered across the Coney Beach frontage of Sandy Bay, thereby safeguarding the development and surrounding land from future flood risks, although as above that will also be brought back before Cabinet before any works are carried out.

7. Safeguarding and Corporate Parent Implications

7.1 There are no Safeguarding and Corporate Parent Implications arising from this report.

8. Financial Implications

- 8.1 Upon making the GVD and following the requisite 28 day notice period good title is acquired without investigation and interests in the relevant land are converted into rights to compensation for anyone with an interest in the land concerned. Following making of the GVD officers will continue to work towards agreeing the compensation amounts via negotiation with those parties with interest in the land but in the event agreement cannot be reached the Upper Tribunal (Lands Chamber) would determine the compensation amounts payable if a claim is made. Given the nature of the interests being acquired it is not expected that significant sums of compensation would become payable with the expected costs to the Council and WG as its partner landowner identified within **Appendix D**. This information is considered exempt from publication by virtue of paragraphs 13 and 14 of part 4 and paragraph 21 of part 5 of schedule 12A of the Local Government Act 1972. It is considered that in all the circumstances of the case the public interest in maintaining these exemptions outweighs the public interest in disclosing the information, because the information is likely to reveal the identity of individuals and relates to the business and financial affairs of the Council and other persons. The information is also considered exempt from publication pursuant to paragraph 16 of part 4 of schedule 12A of the Local Government Act 1972 as it is considered the information is legal professional privileged. Whilst exempt from publication it can be confirmed that the sums of compensation outlined within **Appendix D** have been verified by externally appointed RICS Valuation Consultants.
- 8.2 Whilst the timescales for compensation becoming payable cannot be precisely determined (as this depends on whether agreement can be reached with the parties post GVD or whether a claim to the Upper Tribunal (Lands Chamber is made), any such claim must be made within 6 years of vesting of the land under the GVD), there is an existing capital allocation in place for the PWRS with sufficient funds available to fund the expected costs plus a contingency. This existing allocation has been used to fund the acquisition of rights achieved via negotiation to date and it is proposed to continue to deploy an element of the allocated monies for these purposes.
- 8.3 Whilst compensation will become payable at a future date it is important to recognise that the CPO process and any resultant compensation costs will be offset via expected receipts from future disposals. The CPO process is a necessary precursory step to allow such disposals to take place and comprehensive development to be achieved across the PWRS.

9. Recommendations

- 9.1 It is recommended that Cabinet: -
- Authorise the Corporate Director - Communities in consultation with the Monitoring Officer to take all steps to implement the CPO including, as applicable, to execute the GVD in the form as shown at **Appendix C** (subject to such amendments as the Corporate Director - Communities may authorise) and/or to serve Notices of Entry in respect of interests and rights in the CPO land;

- Authorise the Corporate Director – Communities in consultation with the Monitoring Officer to negotiate, agree terms and enter into agreements with affected parties, making provision for the payment of compensation that result from the making of the GVD for the purposes of enabling the comprehensive development of the PWRS;
- In parallel to the making of the GVD, authorise the Corporate Director - Communities in consultation with the Monitoring Officer and Section 151 Officer to continue to engage in negotiation with affected parties to achieve voluntary acquisition prior to the GVD taking effect and to amend the GVD as appropriate should voluntary acquisition be achieved prior to it being executed;
- Authorise the Corporate Director – Communities in consultation with the Monitoring Officer to take all steps in relation to any legal proceedings relating to the CPO including defending or settling claims referred to the Upper Tribunal and/or applications to the courts and any appeals;
- Note that any future decisions in connection with the disposal of the site and associated development will be reported back to Cabinet for approval and that any future planning application will be subject to determination by the Council's Development Control Committee.

Background documents

None

This page is intentionally left blank



Ms Kelly Watson
Head of Legal and Regulatory Services
Bridgend County Borough Council
Civic Offices
Angel Street
Bridgend
CF31 4WB

By email: kelly.watson@bridgend.gov.uk

Ein Cyf/Our ref: qA1778904
Eich Cyf/Your ref: 22/0676/10

Dyddiad/Date: 19 December 2023

Dear Ms Watson

TOWN AND COUNTRY PLANNING ACT 1990
ACQUISITION OF LAND ACT 1981
THE BRIDGEND COUNTY BOROUGH COUNCIL (PORTHCAWL WATERFRONT
REGENERATION) COMPULSORY PURCHASE ORDER 2021

1. I refer to the above titled Compulsory Purchase Order which is subject to confirmation by the Welsh Ministers. I am authorised by the Welsh Ministers to do so.
2. Bridgend County Borough Council ("the Council") is seeking to acquire the land the subject of the Order under the provisions of section 226(1)(a) of the Town and Country Planning Act 1990 (as amended) and the Acquisition of Land Act 1981. The acquisition is for the purpose of facilitating the creation of a mixed-use development, comprising housing, leisure and retail uses, a school, public open space and ancillary highway and public realm improvements, and forming part of the broader Porthcawl Regeneration Area Scheme.
3. There were six relevant objections to the Order, which were subsequently withdrawn. There are 312 non-statutory remaining objectors to the Order. An inspector from Planning and Environment Decisions Wales was appointed to consider the Order by way of written representations.

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

4. A copy of the Inspector's report ("IR"), dated 8 November.2023, is annexed to this letter. In the IR, paragraphs 18 to 20 set out the case for the remaining objectors and paragraph 35 set out the Inspector's conclusions.
5. The Inspector recommended that the Order be confirmed.

PROCEDURAL MATTERS

6. The views of the remaining objectors, who are not statutory objectors, are summarised in the Inspector's Report (IR 18-20). I agree with the Inspector's view that the great majority of these issues relate to planning matters, rather than the merits of the Order. Planning permission would be required before any development works could take place on site. Any planning applications would be subject to publicity and consultation, providing interested parties with an opportunity to comment on details of the proposed development of the site.
7. I note also the Inspector's observations that the site is the subject of regeneration policies and allocations within the Bridgend Local Development Plan ("LDP") and draft replacement Local Development Plan ("RLDP"). The replacement Local Development Plan is, at the time of issuing this decision, subject to examination, which will ensure alignment with Future Wales: the National Plan 2040 and compliance with Planning Policy Wales. Given the allocation of the site for the development in both local development plans I agree with the Inspector that the proposals for the Order Land would be compliant with relevant policy and guidance (IR22).
8. The Inspector has considered concerns relating to legal standing, ownership and acquisition of the former area of the Sandy Bay Caravan Site. The Inspector is satisfied that, subject to planning permission, this area could be developed as proposed. (IR 26 - 28).
9. The Inspector describes the benefits of the uses proposed for the Order Land, namely residential with mixed uses and an area of green infrastructure. The Inspector is satisfied the regeneration scheme is fully consistent with the Well-Being of Future Generations (Wales) Act 2015. (IR 29 – 31)
10. The Inspector is satisfied these benefits are in the public interest and advantageous to both existing and future residents and visitors. The Inspector is also satisfied the LDP and RLDP allocations and detailed proposals in the Porthcawl Placemaking Strategy demonstrate the Council, as Acquiring Authority, has a clear idea of how it intends to use the Order Land. There is provision in the Council's budget to cover the CPO compensation and other capital costs. (IR 32-34)
11. The Inspector concludes that confirmation of the Order would facilitate development, re-development or improvement on or in relation to the Order Land, which would achieve promotion or improvement of the economic, social and environmental well-being of the area. The Inspector also concludes that the proposals and funding in place for this project demonstrate the scheme would be deliverable. The Inspector finds there are compelling reasons in the public interest for the powers sought and recommends the Order be confirmed (IR35).
12. I agree with the Inspector's conclusions and recommendations. Consequently, I accept the Inspector's recommendation that the Order be confirmed with the following modifications:

On the title page of the draft Order dated 8 October 2021, the second title line is amended from:

Town and Country Planning Act 1980

To:

Town and Country Planning Act 1990

Well-being of Future Generations (Wales) Act 2015 (“WFG Act”)

13. The Welsh Ministers must, in accordance with the WFG Act, carry out sustainable development. This includes taking all reasonable steps to meet their well-being objectives. In reaching my decision in respect of the draft Order, I have taken into account the ways of working set out at section 5(2) of the WFG Act and ‘SPSF1: Core Guidance, Shared Purpose: Shared Future – Statutory Guidance on the WFG Act’.

Looking to the long-term

14. The decision takes account of the long-term objective to create sustainable communities by enabling the Council to bring forward its Local Development Plan proposals.

Prevention

15. The decision prevents potentially unsuitable incremental, piecemeal land use change. It enables development in a co-ordinated way in accordance with the development plan, which is more likely to be of a sustainable pattern and form.

Involving people/Collaborating with others

16. Within the framework of a statutory decision-making process, which is governed by prescribed procedures, the application was subject to publicity and consultation, providing the opportunity for public and stakeholder engagement. Representations received through these procedures have been considered and taken into account in making a decision in respect of this order.

Taking an integrated approach

17. The decision takes account of the planning system’s role supporting sustainable development through the interaction with other consent regimes.

Impact on well-being objectives

18. I have considered the extent to which confirming the draft Order meets the Welsh Government’s well-being objectives. The draft Order is for the purpose of facilitating development. I recognise that redevelopment can have temporary negative environmental effects during construction and decommissioning phases. However, these impacts can be mitigated and when considered alongside the benefits of development for the duration of its design life my view is that the step would have an overall positive effect on the objective of “making our cities, towns and villages even better places in which to live and work”. I consider the effect of this decision on the other objectives is neutral.

19. I have considered whether, having regard to the Welsh Ministers' wellbeing duty, it would be reasonable to take a different decision. I note the alternative decision would be not to confirm the draft Order. This would reduce the ability of the Council to bring forward comprehensive development proposals, affecting the possible extent, mix and layout of development on the land compared to the draft Order being confirmed. This alternative step would not provide the same positive contribution towards the objective of "making our cities, towns and villages even better places in which to live and work". The effect of this alternative decision on the other objectives would be neutral. Consequently, I consider that the decision to confirm the draft Order is a reasonable step in meeting the Welsh Ministers' well-being objectives.

FORMAL DECISION

20. For the reasons given above, and in exercise of the authority referred to in paragraph 1 above, I hereby confirm, subject to the modification outlined in para 12 above, the Bridgend County Borough Council (Porthcawl Waterfront Regeneration) Compulsory Purchase Order 2021.
21. Please send, as soon as possible, to Planning and Environment Decisions Wales at this address, two copies of the Order as confirmed. They should be clear copies and no attestation clauses need be reproduced. They should bear the following heading:-
- "Copy of the Bridgend County Borough Council (Porthcawl Waterfront Regeneration) Compulsory Purchase Order 2021 as confirmed, with modifications, on 19 November 2023 by Mr Hywel Butts, Head of Planning Casework, Welsh Government, as authorised by the Minister for Climate Change".
22. Your attention is drawn to the provisions of section 15 of the Acquisition of Land Act 1981 regarding publication and service of notices and to the provision of Part IV of that Act with regard to the validity and date of operation of the Order. The prescribed form of advertisement is Form 10 of the Compulsory Purchase of Land (Prescribed Forms) (National Assembly for Wales) Regulations 2004.

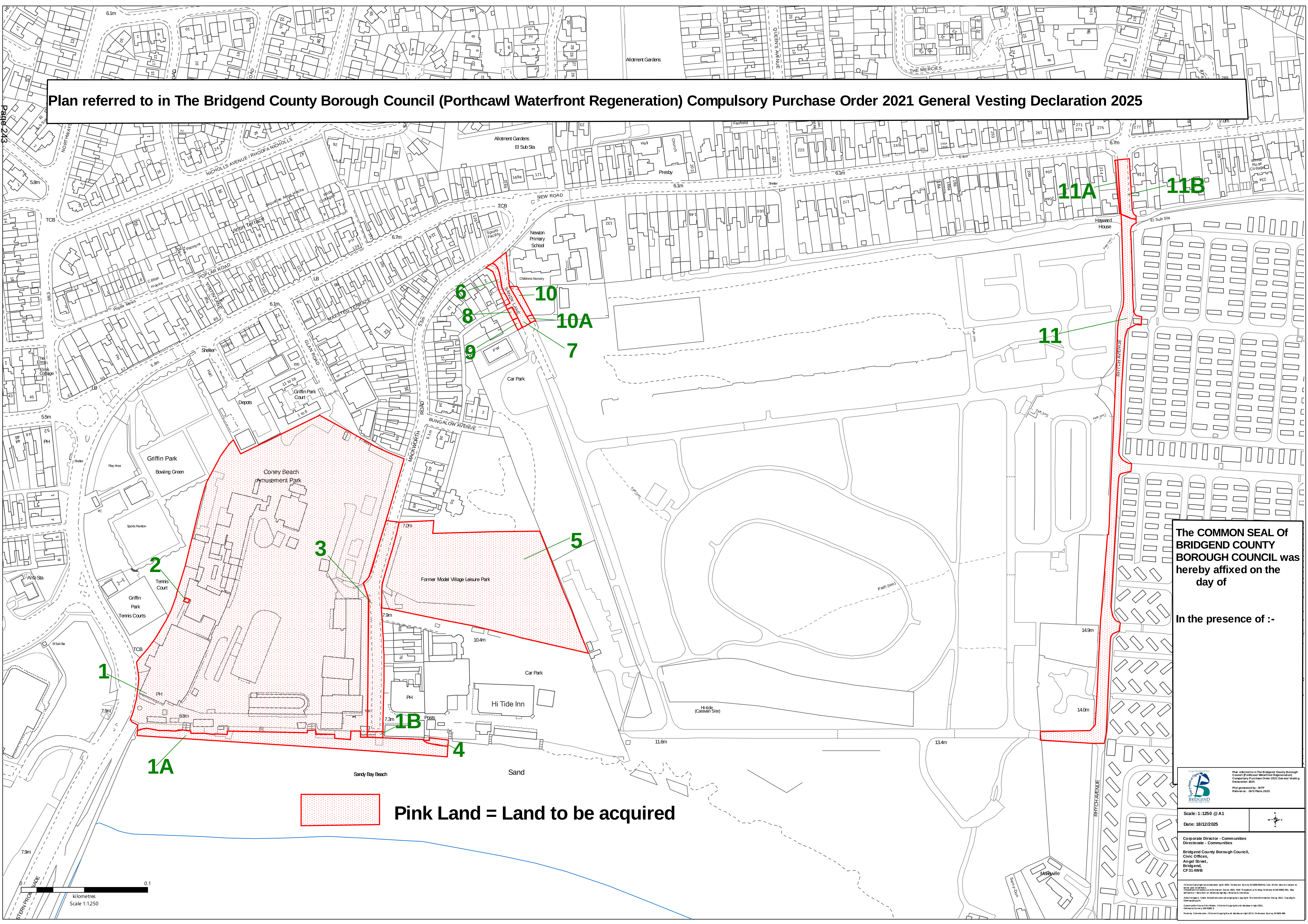
Yours sincerely



Hywel Butts

Pennaeth Gwaith Achos Cynllunio / Head of Planning Casework
Y Gyfarwyddiaeth Gynllunio / Planning Directorate

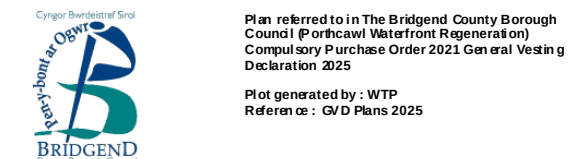
Arwyddwyd o dan awdurdod Y Gweinidog Newid Hinsawdd; un o Weinidogion Cymru.
Signed under authority of the Minister for Climate Change; one of the Welsh Ministers.



Plan referred to in The Bridgend County Borough Council (Porthcawl Waterfront Regeneration) Compulsory Purchase Order 2021 General Vesting Declaration 2025

The COMMON SEAL OF
BRIDGEND COUNTY
BOROUGH COUNCIL was
hereby affixed on the
day of

In the presence of :-



Scale: 1:1250 @ A1
Date: 18/12/2025
Corporate Director - Communities
Directorate - Communities
Bridgend County Borough Council,
Civic Offices,
Angel Street,
Bridgend,
CF31 4WB
© Crown Copyright and the Welsh Government. All rights reserved. No part of this publication may be reproduced without the prior written permission of the Welsh Government.
This document is the property of the Welsh Government and is loaned to you for your use only. It is not to be distributed outside your organization.
Printed by: Cymru Llywodraethol, Llanelli. Printed on 100% recycled paper.

This page is intentionally left blank

**THE BRIDGEND COUNTY BOROUGH COUNCIL
(PORTHCAWL WATERFRONT REGENERATION)
COMPULSORY PURCHASE ORDER 2021
GENERAL VESTING DECLARATION 2025**

COMPULSORY PURCHASE (VESTING DECLARATIONS) ACT 1981

**COMPULSORY PURCHASE OF LAND (VESTING DECLARATIONS)
(WALES) REGULATIONS 2017**

This GENERAL VESTING DECLARATION is made the day of 2025
by Bridgend County Borough Council ("the Authority").

WHEREAS:

- (1) On 19 December 2023 an order entitled The Bridgend County Borough Council (Porthcawl Waterfront Regeneration) Compulsory Purchase Order 2021 was confirmed by the Welsh Ministers under the powers conferred on them by the Town and Country Planning Act 1990 authorising the Authority to acquire the land specified in the Schedule hereto.
- (2) Notice of the confirmation of the order was first published in accordance with section 15 of the Acquisition of Land Act 1981 on 18 January 2024.
- (3) That notice included the statement and form prescribed under section 15(4)(e) and (f) of the Acquisition of Land Act 1981.

NOW THIS DEED WITNESSETH that, in exercise of the powers conferred on them by section 4 of the Compulsory Purchase (Vesting Declarations) Act 1981 ("the Act"), the Authority hereby declare –

- (1) The land described in the Schedule hereto (being [part] of the land authorised to be acquired by the order) and more particularly delineated on the plan annexed hereto, together with the right to enter and take possession of the land shall vest in the Authority as from the end of the period of three months from the date on which the service of notices required by section 6 of the Act is completed.
- (2) [For the purposes of section 2(2) of the Act, the specified period [in relation to the land comprised in this declaration is..... years and months] [in relation to each area of land specified in column 1 of Part 2 of the Schedule hereto is that stated with respect to that area in column 2].

Schedule

Number on map	Extent, description and situation of the land
1	All interests other than those interests (whether legal or equitable) of the Welsh Ministers and Bridgend County Borough Council in 37,116.56 square metres of the former Coney Beach Amusement Park located east of Eastern Promenade and west of Mackworth Road (Part of Freehold Title Number WA166414).
1A	All interests other than those interests (whether legal or equitable) of the Welsh Ministers and Bridgend County Borough Council in 2,177.74 square metres of part of Sandy Bay Beach located east of Eastern Promenade and south of the former Coney Beach Amusement Park (Part of Freehold Title Number WA166414).
1B	All interests other than those interests (whether legal or equitable) of the Welsh Ministers and Bridgend County Borough Council in 58.34 square metres of land comprising a gated vehicular access, part of a wall and stepped revetment located between the southern end of Mackworth Road and the foreshore of Sandy Bay Beach.
2	11.35 square metres of land forming the site of an electricity substation located east of Eastern Promenade and Griffin Park Tennis Courts and west of the former Coney Beach Amusement Park (Freehold Title Number WA414880).
3	All interests other than those of Bridgend County Borough Council in 1,964.95 square metres of part of Mackworth Road road and footway located south of the property at 48 Mackworth Road and north of the gated vehicular access from Mackworth Road to the foreshore of Sandy Bay Beach.
4	78.28 square metres of part of Sandy Bay Beach located south-east of Mackworth Road and south-west of the premises known as the Hi Tide Inn.
5	All interests other than those interests (whether legal or equitable) of the Welsh Ministers and Bridgend County Borough Council in 10,648.73 square metres of land known as the former Model Village Leisure Park located east of Mackworth Road and west of Sandy Lane (Freehold Title Number CYM363522).
6	140.65 square metres of part of the western verge of Sandy Lane and rear access to the property at 2 Mackworth Road located south-west of the junction between Mackworth Road and Sandy Lane.
7	421.33 square metres of part of Sandy Lane road and footway located south of its junction with Mackworth Road and south-west of Newton Primary School.
8	39.03 square metres of part of the western verge of Sandy Lane and driveway fronting the property at 1 Sandy Lane located south of the junction between Mackworth Road and Sandy Lane and south-west of Newton Primary School.
9	37.72 square metres of part of the western verge of Sandy Lane and driveway fronting the property at 2 Sandy Lane located south of the junction between Mackworth Road and Sandy Lane and south-west of Newton Primary School.
10	All interests other than those of Bridgend County Borough Council in 129.86 square metres of land on the eastern side of Sandy Lane forming a car parking area used in connection with Newton Primary School located south-east of the junction between Mackworth Road and Sandy Lane.
10A	All interests other than those of Bridgend County Borough Council in 23.4 square metres of land on the eastern side of Sandy Lane forming a vehicular access to the rear of Newton Primary School located south-east of the junction between Mackworth Road and Sandy Lane.
11	3,504.37 square metres of Rhych Avenue road, verge and turning areas and part of the lane from Rhych Avenue to the premises known as the Hi Tide Inn located south of the property named Hayward House on Rhych Avenue and the rear of 216 New Road and west of Trecco Bay Holiday Park (Part of Freehold Title Number CYM374885).
11A	61.01 square metres of the western footway of Rhych Avenue located south-west of its junction with New Road, east of the property at 214 New Road and north-west of Trecco Bay Holiday Park.
11B	432.39 square metres of Rhych Avenue road and eastern footway located south of its junction with New Road between the properties at 214 and 216 New Road and north-west of Trecco Bay Holiday Park (Part of Freehold Title Number CYM374885).

Dated the _____ day of _____ 2025

THE COMMON SEAL OF

BRIDGEND COUNTY BOROUGH COUNCIL

Was affixed in the presence of:

.....
 Authorised Officer

This page is intentionally left blank

By virtue of paragraph(s) 13, 14, 16 of Part 4 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank