

MINUTES OF A MEETING OF BRIDGEND COUNTY BOROUGH COUNCIL HELD IN
THE COUNCIL CHAMBER, CIVIC OFFICES, ANGEL STREET, BRIDGEND ON
WEDNESDAY, 15 OCTOBER 2014 AT 3.00PM

Present:-

Councillor G Thomas - Mayor and Chairperson

| | | | |
|----------------|----------------|-------------------|--------------|
| M W Butcher | E M Hughes | A D Owen | H J Townsend |
| N Clarke | C J James | D G Owen | E Venables |
| H J David | P James | G Phillips | K J Watts |
| G Davies | C L Jones | D Sage | C Westwood |
| P A Davies | D R W Lewis | C E Smith | D B F White |
| G W Davies MBE | J E Lewis | J C Spanswick | P J White |
| E Dodd | J R McCarthy | M Thomas | H M Williams |
| D K Edwards | H E Morgan | R Thomas | R Williams |
| E P Foley | M E J Nott OBE | J H Tildesley MBE | M Winter |
| M Gregory | | | |

Officers:

| | |
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| D Mepham | - Chief Executive |
| D McMillan | - Corporate Director - Children |
| M Shephard | - Corporate Director - Communities |
| N Young | - Corporate Director - Resources and Section 151 Officer |
| P A Jolley | - Assistant Chief Executive Legal and Regulatory Services and Monitoring Officer |
| J Davies | - Head of Adult Social Care |
| G Lewis | - Deputy Section 151 Officer |
| H Selway | - Principal Adviser - Human Resources |
| G P Jones | - Head of Democratic Services (Electronic Support) |
| A Rees | - Senior Democratic Services Officer - Committees |

398 APOLOGIES FOR ABSENCE

Apologies for absence were received from the following Members/Officer for the reasons so stated:-

| | |
|-----------------------|------------------------|
| Councillor S Aspey | - Work commitment |
| Councillor C A Green | - Holiday |
| Councillor D M Hughes | - Work commitment |
| Councillor P John | - Personal commitment |
| Councillor M Jones | - Holiday |
| Councillor B Jones | - Work commitment |
| Councillor R C Jones | - Holiday |
| Councillor L C Morgan | - In hospital |
| Councillor D R Pugh | - Hospital appointment |
| Councillor C E Rees | - Work commitment |
| Councillor C E Reeves | - Holiday |
| Councillor M Reeves | - Holiday |

S Cooper - Corporate Director - Wellbeing - Other Council Business

399 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of Council of 17 September 2014 were approved as a true and accurate record subject to the words "and Porthcawl Town Council" being added to

the second paragraph of minute number 392(2) after the words "Maesteg Town Council".

400 DECLARATIONS OF INTEREST

None.

401 MAYORAL ANNOUNCEMENTS

The Mayor announced that he was very proud to have attended the Bridgend Business Forum Awards which saw Rockwool Ltd named as the County Borough's Business of the Year. The company, which has been based in Pencoed for over 35 years is the world's largest producer of stone wool insulation and the second largest insulation provider globally. It has 22 factories around the world including the one in Bridgend County Borough and he stated that they are worthy winners of the Award.

He also informed Council that the Bridgend Business Forum Award Ceremony saw accolades handed out in a total of 11 categories, giving much deserved recognition to local entrepreneurs, independent retailers, business students, social enterprises and both small and large businesses. He stated that businesses are the backbone of the economy and he was pleased that the Council could support the work of Bridgend Business Forum and help to showcase the talent and skill in the local business community. He hoped to visit as many of the winning businesses as possible to congratulate them on their success.

The Mayor thanked everyone who had supported his charity coffee morning which was held at the Civic Offices in aid of MacMillan Cancer Support on 24 September 2014. The event raised £243 during the morning and he had also attended several other MacMillan coffee mornings elsewhere in the County Borough that week at Heronsbridge School, the HSBC Bank, Asda and Peyton Jewell and Caines Estate Agents.

The Mayor also announced that tickets were still available for his charity grand buffet at the Golden Well Oriental Restaurant on Sunday 19 October to raise funds for his chosen charities. Tickets cost £25 with the buffet commencing at 7.00pm and tickets are available from Councillor M Thomas or Mrs Mari Major.

The Mayor announced with sadness that Alan Bennett, one of the Council's couriers sadly passed away on 30 September following a short illness. He stated that Mr Bennett had worked for the Council since January 2010 and during his rounds delivering mail he would often stop for a chat with Councillors. He was sure that many Members would have very fond memories of Alan, from tales of his golfing prowess, to his holidays with his beloved wife Sandra, to the discussions and hints he could give on many a household issue. He was always cheerful, polite and always willing to go the extra mile.

The Mayor informed Members that Alan's funeral takes place this afternoon with a wake afterwards at St Mary Hill Golf Club and that a bouquet of flowers had been sent on behalf of Members to Mrs Sandra Bennett and a collection had also been taken up to be donated to a charity of Mrs Bennett's choice. Donations could still be given to the collection to Mrs Amanda Parsons. He stated that the Council's thoughts and prayers were with Mrs Sandra Bennett and her family today and all present stood for a minute's silence in memory of Alan Bennett.

402 CABINET MEMBERS' ANNOUNCEMENTS

(1) Cabinet Member - Communities

The Cabinet Member - Communities announced that with effect from 28 September 2014, Citizens First in partnership with the Citizen's Advice Bureau, began delivering a financial wellbeing and advice support service across Communities First areas. The aim of the service was to provide support to individuals who need advice and guidance and who will deliver financial wellbeing through a range of actions. He stated that the Communities First Programme had commissioned this service in response to identify needs, with the Citizen's Advice Bureau being the successful tenderer. This project will build on the previous work undertaken in partnership with the Citizen's Advice Bureau which proved to be extremely effective in supporting individuals with debt and welfare benefit issues. The contract will run until 31 March 2015 and further information is available at local CAB offices or via the Communities First cluster managers.

The Cabinet Member - Communities reported that the SEWCED Programme was established to support the growth of social enterprises within the County Borough and despite the programme finishing in August 2015, work was underway to develop a successor programme, to continue this excellent work. He stated that SEWCED was nominated for best support organisation of the year in the recent Bridgend Business Awards. The project was proud to make it to the final three in the category as it was a relatively new service, but was piped to the post by the well-established Business in Focus.

The Cabinet Member - Communities was delighted to announce that once again, two iconic events for the County Borough, the Elvis Festival and Festival were a great success. Both events took place over the week-end of 26 - 28 September, attracting over 87,000 visitors. Visitor accommodation in Porthcawl had been fully booked for this week-end since last year and positive feed-back had been received from visitors and traders in Bridgend and Porthcawl Town Centres.

(2) Deputy Leader - Announcements

The Cabinet Member - Communities announced on behalf of the Deputy Leader that 10 October 2014 was World Mental Health Day, which raised awareness to tackle the stigma, hostility and discrimination that can sometimes surround mental health issues. He stated that one in four people will experience poor mental health during their life, affecting all communities, families and many people working and living in the County Borough. A message on the day was put out on Bridgend, tweeted and posted on Facebook signposting to the mental health teams and third sector. A publicity campaign was planned in the New Year to raise the profile of mental health issues within the Council and the County Borough and the Deputy Leader's role as Mental Health Champion would be integral to this.

The Cabinet Member - Communities also informed Members that Bridgend took part in a very well attended Regional Western Bay Consultation Event with service users and carers on 8 August 2014. Very helpful feedback was received regarding the services which needed to be improved upon, such as crisis services and early intervention/information, which were being taken forward in the commissioning plans.

The Cabinet Member - Communities also announced that the Regeneration Department's Workways Project had helped 87 local people into employment in the County Borough in the last nine months, exceeding targets. The Project was expected to achieve over 100 shortly as many participants had interviews over the next few weeks. Although the EU funded Workways Project was coming to an end in December, it was anticipated that other similar projects would be available to support those furthest from the labour market into employment, thus boosting the local economy.

The Cabinet Member - Communities announced that the Regeneration Department SEWCED Project, which provided grant support to social enterprises in Bridgend, had recently awarded a £38,000 grant for the purchase of two accessible mini buses for Bridgend County Community Transports Town Rider Service. The scheme would help people living in isolated areas, wheelchair users, adults with additional learning needs and other vulnerable people to access essential services, including healthcare, shopping and community and educational activities. Demand was unprecedented and the financial forecast indicated that the scheme would be self-sustaining by March 2015. The SEWCED programme was established to support growth of social enterprises within Bridgend County and despite the programme finishing in August 2015, works underway to develop a successor programme, to continue this excellent work.

(3) Cabinet Member - Resources

The Cabinet Member - Resources announced that a pre-Council presentation on an update on the Medium Term Financial Strategy had been scheduled for 12 November 2014.

He also announced that a budget workshop had been planned for Tuesday, 21 October 2014 and would focus on the difficult decisions the Authority's currently face in order to deliver a balanced budget. He stated that details had been placed in calendars and Members were asked to confirm or otherwise their attendance.

The Cabinet Member - Resources announced that future events were planned on various topics including Give Racism the Red Card, Rotherham and its impact for Bridgend, Elective Home Education and Young Carers in the County Borough, firm dates and details would be circulated in due course.

The Cabinet Member - Resources informed Members that should they require any assistance with their annual reports or a copy of their personal development review template/guidance they should contact the Head of Democratic Services.

He also announced that a survey had been distributed to Members from the Children's Directorate which would be used as part of the Estyn Inspection Impact Evaluation and that Members time and input into the survey would be greatly appreciated. Completed surveys would be collected after the meeting of Council or could be handed into Democratic Services who would forward them to the Children's Directorate.

(4) Cabinet Member - Children and Young People

The Cabinet Member - Children and Young People informed Council that an innovative girl's activity centre called Girl Power would be unveiled at Brynteg

Comprehensive School on 21 October as part of a programme to increase confidence, body image and physical activity amongst girls. He stated that the Active Young People Team had supported the girls to secure a range of financial support to develop what has become a £40k project.

The Cabinet Member - Children and Young People announced that young people from the Bridgend area had been invited to the BBC Wales Sports Awards based on their commitment to leadership, volunteering and community development. They had been part of the Leadership Pathway co-ordinated by the Active Young People Team which had been recognised by Estyn as sector leading.

The Cabinet Member - Children and Young People announced that the Sports Development Service had been selected by Sport Wales to develop a plan for £50k of investment to support disabled children and young people to be more engaged in community activity and to live more active lives. Having achieved the bronze level of the In-Sport National Award the service is working towards achieving silver accreditation by the end of 2014/15.

The Cabinet Member - Children and Young People informed Members about the Bridgend Outdoor Schools which is a brand new initiative launched last week. Head teachers from across the County Borough had gathered at Tondy Primary School to hear about the new scheme which aims to make it easier for teachers to educate their pupils in outdoor settings all year round. Outdoor learning had been proven to make a positive impact on children's learning and wellbeing and lesson plans, resources and ideas to inspire teachers had all been produced and made available on-line. A considerable amount of time and effort had been put into developing this project and he commended everyone who had been involved, including the staff at Tondy Primary School and the Council's Sustainability and reach Rural Development Teams.

The Cabinet Member - Children and Young People informed Council that last month Cabinet had heard about the progress being made on the Council's Play Action Plan which aims to support every local child up to the age of 17 to play freely, safely and healthily. He stated that the Council wanted to create a play friendly society in the County Borough and he was delighted to hear that young people were making excellent use of new play pods which had been provided at Tondy, Nantyllyon and Bettws Schools this term. The pods, which are large containers are packed full of equipment and youngsters at Cefn Glas Infant's School enjoyed their first session last week using balanced bikes. He stated that play forms a vital part of childhood and he was very pleased to support the efforts being made to improve the quality and quantity of play opportunities for children in the County Borough's communities.

403 LEADER'S REPORT

The Leader announced that the Welsh Government had responded to the Williams Commission with a white paper which provided for the restructure of Welsh Local Government, setting out a preferred model based on the Williams proposals which would see Bridgend merging with Neath Port Talbot Council. He stated that the Welsh Government had also invited expressions of interest from Councils wishing to explore an earlier and voluntary merger, inviting those expressions of interest by the end of November. The Leader stated that this Council does have strong links with Neath Port Talbot and Swansea Councils through the Western Bay Partnership which relate mainly to Social Care Services. However, the Council equally has strong links to the East through its relationship

with the Cardiff City region and its impact on housing, planning, transport and economic development.

The Leader stated that Bridgend is in a unique position in Wales as it straddles two regions, namely, South East and South West Wales and for this reason he was taking the time to explore more fully the options open to the Council, which includes pursuing conversations with both Neath Port Talbot and the Vale of Glamorgan Councils over possible mergers. He stated that local government reorganisation was inevitable and there was no likely option of a stand-alone Bridgend Council and it was therefore important that the opportunity was taken to influence the future service provision for the people of the County Borough. The Leader would keep Members informed of progress and at the earliest opportunity would inform on the nature of those conversations and how the Council could proceed.

The Leader also announced that there was still time to take part in the Learner Traveller Review on proposed changes for how free learner transport between home, school and college would be provided from September 2016. He stated that a series of community workshops had been arranged as part of the consultation with the first taking place at Pencoed Comprehensive School, with another due to be held at Archbishop McGrath Catholic High School in Brackla. Further workshops had been organised and the Leader hoped that Members would encourage their constituents to take part and make their views known. Further details were available in the latest copy of Bridge Members which had been distributed to all Members.

The Leader congratulated Councillor Hailey Townsend who had represented the Council at the White Ribbon Campaign at Y Senedd in Cardiff Bay. He stated that he had requested that the Council's Status Certificate of its membership of the White Ribbon Campaign be displayed in a prominent place at the Civic Offices Customer Care Centre.

The Leader also announced that arrangements were being made with Abertawe Bro Morgannwg University Health Board to deliver locally flu vaccinations and he encouraged members of the public to avail themselves of the vaccination.

The Leader thanked Members for helping spread the word amongst constituents about the new individual electoral registration process. Whereas the part of single household representative could confirm that the electoral details for an address were correct, the new system now required each eligible voter at that address to register individually. He stated that completing the process is easy as all people have to do is to visit the www.gov.uk website and fill in the on-line "Register to Vote" form. He stated that this had been the biggest shake-up in electoral practice in 80 years and the support of Members in making sure that people are aware of the new system was greatly appreciated.

404 CHIEF EXECUTIVE'S ANNOUNCEMENTS

The Chief Executive welcomed and introduced to Council Mrs Jacqueline Davies who had recently commenced her employment with the Council as Head of Adult Social Care.

The Chief Executive welcomed back Ness Young, Corporate Director - Resources and Section 151 Officer following a period of absence. He informed Members that he had asked Gill Lewis who had been acting as Interim Director to stay on as

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Deputy Section 151 Officer until Christmas as the Authority went through the budget process.

The Chief Executive informed Members that public consultation had commenced on the Budget 2015-16. He stated that the consultation was taking place between 6 October and 17 November 2014 and local people were being asked for their views on how the Council is proposing to deliver services and save money against a backdrop of diminishing local government resources. The budget consultation was designed to give residents an opportunity to make their own alternative suggestions whilst asking a series of structured questions with an easy to use budget simulator. This will enable people to demonstrate how they would go about spending the Council's £255m budget, determine which services need to be prioritised and identify a savings target of £12.4m for the year. He outlined the dates and venues of the community engagement workshops and informed Members that a dedicated email address had been set up for members of the public to book their place. Copies of the consultation were available at local libraries or Life Centres and publicly available IT facilities could be used to complete the consultation on line and to access the budget simulator. The Chief Executive informed Members that members of the public who were unable to attend their local community engagement workshop were able to attend any of the workshops.

405 ANNOUNCEMENT OF THE MONITORING OFFICER

The Monitoring Officer announced that a special meeting of the Children and Young People Overview and Scrutiny Committee had been arranged to take place on 6 January 2015 at 2.00pm to consider the annual school performance report.

406 ANNUAL REPORT 2013-14

The Chief Executive presented the Council's Annual Report 2013-14, which evaluated the Council's performance against the priorities setting the Corporate Plan 2013-17 and also reiterated the Council's Improvement Objectives (Priorities) for 2014-15. He reported that the Annual Report was prepared in order to meet the requirements of the Local Government (Wales) Measure 2009, summarising how well the Council did in progressing these priorities in 2013-14. He stated that the Council had received further information regarding some of the success indicators in that the Council achieved or exceeded the target for 66% of its success indicator; carried out to completion 87% of its commitments for the year; and successfully managed both revenue and capital budgets and achieved the savings target.

The Chief Executive informed Council that the Annual Report also provided examples of the Council's key collaborative arrangements, a summary of key consultation and engagement activities and citizen feedback in 2013/14; a summary of the regulators findings and a summary of the improvement priorities the Council will take into 2014/15 and beyond.

The Chief Executive reported that once approved, the Annual Report would be published on the Council's website and shared with stakeholders.

RESOLVED: That Council approved the Annual Report 2013/14.

407 ANNUAL TREASURY MANAGEMENT REPORT 2013 -14

The Section 151 Officer reported that the Council's Treasury Management activities were regulated by the Local Government Act 2003 which provided the

powers to borrow and invest as well as providing controls and limits on this activity. The Local Authorities (Capital Finance and Accounting)(Wales) Regulations 2003 as amended, required the Council to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities and to operate the overall treasury function with regard to the CIPFA Code of Practice for treasury management in the public services.

The Section 151 Officer reported on the treasury position for 2013-14 and outlined details of the debt maturity of the £96.88m long term borrowing outstanding as at 31 March 2014. The Deputy Section 151 Officer stated that the long term liabilities figure of £21.60m as at 31 March 2014 included £19.78m for the Council's Private Finance Initiative (PFI) arrangement for the provision of a secondary school in Maesteg. Included in this figure is the short term liability of £0.68m included as current financial liabilities in the Council's balance sheet in the Statement of Accounts.

The Section 151 Officer reported that the Co-operative Bank is currently the Council's bank, however they were currently rated below the minimum credit rating identified in the investment strategy, however a re-tendering exercise for banking services was currently in progress with new banking services effective from 1 January 2015.

The Section 151 Officer reported that the Treasury Management function had been reviewed by the Council's External Auditors, KPMG and by Internal Audit during 2013-14, which found many key positives and no areas of concern and one of "substantial assurance" of the areas selected for examination, with no control weaknesses identified and no recommendations were made.

The Council's Treasury Management advisers were currently Arlingclose who provided the services indicated in the report to the Council. The Section 151 Officer referred to the borrowing strategy and outturn for 2013-14 and that the agreed strategy approved by Council was based on long term borrowing rates of 5% in the Treasury Management Strategy, due to the growing uncertainty over interest rates, the risks associated with Treasury activity were increased as a result the Council took a cautious approach to its Treasury Strategy and with short term interest rates currently much lower than long term rates, it was decided that during 2013/14 it would be more cost effective in the short term to either borrow short term loans, variable rate loans or to not borrow and reduce the level of investments held. The Council's primary objective for the management of its debt was to ensure its long term affordability, with the majority of its loans borrowed from the Public Works Loan Board at long term fixed rates of interest, with no long or short term borrowing taken in 2013/14 or any loan re-scheduling.

The Section 151 Officer reported on the Investment Strategy and outturn for 2013-14 which set out the policies for giving priority to the security and liquidity of the Council's Investments. The Strategy dealt with the credit ratings defined for each category of specified investments, the prudential use of non-specified investments and the liquidity of investments. The Section 151 Officer informed Council that on a day to day basis, the Council potentially had surplus cash balances arising from cash flow, which was invested on the market via brokers, direct with the counterparty or held in instant access business reserve accounts. The Council usually invested for a range of periods dependent on cash flow requirements and the interest rates on offer having regard to the Investment Strategy.

The Section 151 Officer outlined the reporting arrangements which required that the Council report on its Treasury Management as an Annual Strategy and plan in advance of the year, a mid-year review and an annual report after its close

to Council. A mid-year review of its Treasury Management Policies whose practices and activities had been undertaken and as a result of this review, it was not deemed necessary to make any major changes to the main parts of the Treasury Management Strategy, however, it was beneficial for the Council to make some minor revisions to the Investment Strategy. This was done to increase flexibility in an ever changing financial market and increase the investment opportunities available to the Council whilst still maintaining security.

The Section 151 Officer reported that the Code of Practice on Treasury Management required the Council to set Performance Indicators to assess the adequacy of the Treasury function over the year. The Section 151 Officer stated that the Treasury Management Code and Prudential Code required the Council to set and report on a number of Treasury Management and Prudential Indicators. During the financial year 2013-14 the Council operated within the Treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy 2014-15.

RESOLVED: That Council:-

- (1) Approved the Treasury Management activities for 2013-14;
- (2) Approved the actual Treasury Management and Prudential Indicators for 2013-14.

408 REGIONALISING REGULATORY SERVICES PROJECT

The Chief Executive reported that as part of the Welsh Government's Regional Collaboration fund, Bridgend, Cardiff and Vale of Glamorgan Councils had considered a shared service opportunity in relation to Regulatory Services. The proposal envisaged an integrated service operating under a single management structure for the Trading Standards, Environmental Health and Licensing functions with a shared governance arrangement ensuring full elected member involvement. The project had been identified as an opportunity for the Councils to create a new innovative service on a regional basis but can deal with changing customer demands at a time of reduced levels of funding.

The Chief Executive reported that the project was grant funded in the sum of £250k in 2013/14 to support development and implementation, with funding for a further two years also approved in principle by the Welsh Government from the Regional Collaboration Fund for a further £250k per annum. Funding from the Regional Collaboration Fund was used to appoint W S Atkins Limited to develop and test the proposal as a detailed business case and to determine the feasibility of such a venture. The Chief Executive informed Cabinet that he had undertaken the role of Chief Executive Project Sponsor and the Head of Regulatory Services from Cardiff Council had assumed responsibility as the interim project manager for the initial development phase of the project. The Heads of Regulatory Services from each Council had continued to work together to support preparations for the proposed collaborative service whilst ensuring continuity of service. A shadow Joint Committee had been established to provide overall direction for the project pending decisions by each authority as to the way forward, comprising two elected members from each authority. Staff and trade unions had been briefed throughout the development of the project, with a Trade Union Forum established from the recognised trade unions across the three Councils. Workshops and staff briefings had been held in each Council during the project to date with further sessions planned.

The Chief Executive reported that prior to the proposals being brought to Cabinet; a pre-decision engagement process had been undertaken at the relevant scrutiny committees in all three local authorities. In addition to this a series of staff engagement events and meetings with trade unions had been held to seek views on the proposals for collaboration with further sessions planned.

The Chief Executive also reported on the detailed work undertaken on developing proposals for the shared regulatory service and following a procurement exercise Atkins were commissioned to produce a business case, Target Operating Model and implementation plan for the creation of a shared regulatory service. Since the production of the Atkins report, the Council's had made significant budget reductions of £1m for the 2014/15 which should be considered in addition to the potential savings identified. He stated that the business case developed by Atkins had built on the Councils' regional vision for regulatory services operating across the three Councils within one management structure. The business case followed the HM Treasury recommended standard "Five Case Model" the options considered involved the three local authorities collaborating and/or changing the way in which regulatory services are delivered as follows:-

- Do nothing
- Collaborate only
- Change only
- Collaborate and change

The Chief Executive informed Cabinet that collaborate and change was the preferred model option as it delivered a collaborative regulatory services model shared by the three Councils and also took the opportunity to introduce fundamental changes to the way services are managed and delivered. He stated that the commercial case outlined how the collaborate and change model could be delivered in that a host (employing) authority would be established for the shared service and that the councils should identify who the host authority should be. He outlined the financial benefits of the option for collaborate and change and stated that the financial case provided an analysis of the funding requirements, methods of cost and income apportionment and resulting savings in adopting the collaborate and change model.

The Chief Executive reported that the Target Operating Model described how the shared service based on the collaborate and change model and structured on three service areas namely Neighbourhood Services; Commercial Service and Enterprise and Specialist Services, complemented by a central administrative function. The new structure would be subject to consultation with staff and the trade unions following the transfer process in April 2015. The new management team would develop a three year business plan for the service to reflect current and future financial and service pressures.

The Chief Executive reported on the proposed governance arrangements for the proposed Regional Regulatory Service which following a review of potential governance arrangements, the Joint Committee with host (employing) authority was the most appropriate at the current time. The business case and target operating model were produced on that basis. The Joint Committee model allowed certain functions or a range of activities to be carried out by partners on a joint basis, reducing duplication and generating economies of scale, whilst ensuring political representation and transparency for all partners and the public. The Joint Committee model is a model that the three authorities have successful experience of using for other collaborative projects. Each Council would have two elected members' representatives on the Joint Committee. The Chief Executive stated that the Licensing function could not be delegated in the same way as Trading Standards and Environmental Health functions and the existing Committees and

Sub-Committees would continue to operate in each of the Councils for this area. The Chief Executive stated that Cabinet had previously resolved in July 2013 that should the Shadow Joint Committee recommend a governance model which required a host (employing) authority that the business case should subsequently be developed on the basis that the Vale of Glamorgan would be the host (employing) authority. He highlighted the employment costs, TUPE costs and host employer costs of each Council undertaking the host (employing) authority role. He stated that the Vale of Glamorgan Council offered a central with easy travel along the A4232 and A48 between the shared service's offices in Cardiff and Bridgend. He highlighted the requirements of the project in relation ICT and Systems; Customer Contact and Property.

The Chief Executive reported on the implementation approach that subject to the proposals for a regionalised service being approved by each Council's Cabinet and Council meetings, the Head of the Shared Service would be appointed in November 2014 with staff transferring to the new service in April 2015 and post-transfer changes implemented by September 2015 subject to appropriate consultation with staff and trade unions. He stated that the Management Board would initially perform the function of a project board to deliver the plan and regular meetings with the Councils' Section 151 Officers and Monitoring Officers would be held to inform the development of the project. The newly formed Joint Committee would meet to reinforce the relationships between the project board and Committee and ensure sufficient capability and controls were established to manage the project. In order to ensure effective delivery of the project it was proposed that delegated authority be given to the Chief Executive in consultation with the Leader to carry out on behalf of the Authority all associated matters involved in setting up the shared service and recommend to Council that a similar decision is made in respect of any such matters that are the responsibility of the Council.

The Chief Executive also reported on the consultation process undertaken with the Shadow Joint Committee and the relevant scrutiny committees in all three local authorities and in addition a series of staff engagements events and meetings with trade unions have been held with over 500 questions and comments submitted by stakeholders with responses provided by the project team. He outlined the common themes which had emerged during the engagement process.

The Chief Executive reported that the combined net budgets for 2014/15 of the three Councils' in scope services equate to £7.26m and that the business case had identified on-going savings achievable through the collaboration process of £1.937m. However since the business case was produced each Authority had faced significant funding reductions and the overall budget available had already been reduced by £986k thereby reducing the level of savings achievable by adopting the structure proposed by Atkins. He stated that the proposal currently envisaged savings after implementation of £1.384m across the three Councils. He stated that for Bridgend Council the proposals would realise operational savings of approximately £285k for 2015/16, £333k for 2016/17 and total cumulative on-going savings of approximately £350k. The impact of such significant levels of savings would be reflected in the level of service to be provided and it would inevitably include a number of staff reductions, although most of these had been lost over the previous year through vacancy management and early retirement and there would be a requirement for up-front funding to cover redundancy and early retirement costs. He informed Cabinet that the Vale of Glamorgan as host (employing) authority would be responsible for the payment of all staff and non-staffing expenses and the collection of income. The Chief Executive highlighted the apportionment of additional costs, which for Bridgend would equate to approximately £310k between 2015/16 and 2016/17, offset by

savings generated from the new service of on-going revenue savings of £350k to be realised.

The Chief Executive outlined the reasons for the recommendations being made to Council.

In response to a question from Council in relation to TUPE protection costs being higher in Bridgend were it to be the host employer, the Monitoring Officer advised that this was attributable to the Council paying less in relation to salaries and if it became the host employer the costs would be higher with Cardiff and the Vale of Glamorgan employees receiving salary protections in line with TUPE.

In response to a question from Council in relation to savings being made as a result of the collaboration, the Chief Executive stated that long term savings would be made from Year 3 onwards, however there would be operational made immediately. He stated that should the model be successful it could be extended beyond the 3 local authorities.

In response to a question from Council as to the widening of the collaboration footprint which could weaken collaboration already in existence to the west, the Chief Executive informed Council that the Council already collaborated with local authorities to the east in terms of the Central South Consortium and is part of the Cardiff City region for economic development and regeneration. The Council already had a shared Internal Audit service with the Vale of Glamorgan. The Chief Executive informed Council that prior to the Williams Commission report the Regulatory Services collaboration had sought to widen the collaboration to include both Swansea and Neath Port Talbot Councils, however they did not wish to be a part of the collaboration at this time.

The Deputy Leader in supporting the proposals to create a regionalised service in Regulatory Services stated that the do nothing option was not an option as this would lead to service levels being reduced. He stated that the only way to reduce the Council's costs and still deliver a service was through collaboration. He highlighted the amount of work undertaken by the Consultants and the Project Team and that it was important to consider the views of staff and to give staff confidence in moving forward. He stated that the "collaborate and change" model had been advocated by the previous Minister and that the Council had to make savings and provide regulatory services to its communities. He informed Council that the Council had a track record of collaborating with the Vale of Glamorgan Council on the issue of stray horses.

- RESOLVED:** (1) That Council approved the business case, target operating model and implementation plan for the creation of a shared regulatory service based on the 'collaborate and change' model set out and described in Appendix A as amended by Appendix B, with governance arrangements based on a Joint Committee model as further detailed in the body of this report and associated Part Two report.
- (2) that further to resolution 1 above that (i) with effect from the 1st April 2015 such shared regulatory services with the Vale of Glamorgan and City of Cardiff Council be created and (ii) a joint committee be established (hereinafter referred to as the 'Joint Committee') on conclusion of the Joint Working agreement referred to in recommendation 10.
- (3) That Council noted that those Regulatory Services functions that are the responsibility of the Executive/Cabinet (set out in

Appendix C, part A) be delegated to the Joint Committee. It was noted that the detailed terms of the delegation will be set out in the Joint Working agreement referred to in recommendation 10.

- (4) That those Regulatory Service functions that are the responsibility of Council (set out in Appendix C), be delegated to the Joint Committee. It is noted that the detailed terms of the delegation will be set out in the Joint Working agreement referred to in recommendation 10.
- (5) That it be noted that those functions (listed in Appendix C, part C) would remain the responsibility of each local authority, which will be supported in carrying out those functions as detailed in the body of this report. It is noted that the detailed terms of the delegation will be set out in the Joint Working agreement referred to in recommendation 10.
- (6) That Council approved the Vale of Glamorgan Council as the host (employing) authority for the shared regulatory service.
- (7) Subject to the decisions set out above being made that Council the approved the appointment of the Deputy leader and the Chairperson of the Licensing Committee as the Authority's member representatives on the Joint Committee.
- (8) Subject to the decisions as set out above being made, that Council the establishment of the post of Head of the new Service in accordance with the provisions as set out in paragraph 9.20 of the report.
- (9) Subject to the decisions set out above being made, the terms of reference of the Joint Committee include delegated powers to appoint the Head of the new service.
- (10) Subject to the decisions set out in recommendations 1 to 9 being made Council delegates authority to the Chief Executive, in consultation with the Leader to carry out on behalf of the Authority all associated matters involved in setting up the Shared Regulatory Service and recommends to Council that a similar decision is made in respect of any such matters that are the responsibility of the Council. It is noted that such delegated matters include, without limitation to the generality of the forgoing:
 - Immediate conclusion and execution of a Joint Working agreement for the shared regulatory service to include amongst other things, details of income and cost sharing and those matters referred to in the Legal implications content of this report;
 - Overseeing and directing a project board of officers to implement the shared service;
 - Undertaking all required statutory and other consultation on the proposed transfer of staff to the host (employing) authority;
 - Subject to considering the outcome of such consultation, to transfer employees to the host (employing authority); to undertake all required statutory and other consultation on the proposed reorganisation/remodelling making any

subsequent refinements to the proposals provided always that matters shall be reported back to Cabinet in respect of any material refinements that fall outside of the proposals for the shared Regulatory service as set out in this report; and

- Producing a three year business plan for the service, seeking to outline how the service will be developed in detail and including the identification of further year on year savings over the three year period.

(11) That in considering this matter Council considered the views of the Scrutiny Committees, staff and Trade Unions as appended to the report and the Council's Duties under the Equality Act 2010 and the Equalities Impact Assessment attached as Appendix D.

409 APPOINTMENT OF A CABINET MEMBER

The Monitoring Officer presented a report which sought approval for the appointment of an additional Cabinet Member. He stated that legislation provided for executive arrangements and permitting a maximum of a Leader and nine other

members of the Executive to be appointed. He highlighted examples of the current levels of Leader and Cabinet Members in other local authorities in South Wales and at the start of this term of office, Cabinet approved that five Cabinet Members be appointed for the forthcoming year. He stated that in subsequent years, the number of Cabinet Members had remained constant, however the workload of each Cabinet Member had increased in order to meet the current challenges facing the Authority and the delivery of the Medium Term Financial Strategy.

The Monitoring Officer reported that the Leader had indicated that he was to increase the number of Cabinet Members to six, which was still significantly less than the number permitted by legislation and lower than in many other local authorities in Wales. The additional Cabinet Member would be utilised to collectively support all Cabinet Portfolios and assist in the delivery of the Strategic Change Programme in order to develop appropriate service delivery and culture. The appointed Cabinet Member was anticipated to fulfil a full time role with immediate effect. Specific roles responsibilities of the post would be determined by the Leader and amended as necessary.

The Monitoring Officer reported that the new post would be provided with the responsibility of a Cabinet Member and allocated those functions listed in scheme A paragraph from 1.1 - 1.8 of the Council's Scheme of Delegation of Functions, with further decision making powers allocated as necessary in consultation with the Monitoring Officer. It was also proposed that the Council's Scheme of Delegation be updated to include the Cabinet Member for Strategic Change.

The Monitoring Officer reported that there was sufficient provision within the current schedule of remuneration to enable a full senior salary to be paid.

A Member of the Council expressed concern at the proposal to appoint an additional Cabinet Member with the Council faced in having to reduce expenditure, possible job losses and a freeze on staff recruitment. A Member considered that in order to demonstrate fairness, the additional Cabinet Member post be funded from the current Cabinet posts holder giving up part of their salary.

The Leader informed Council that the workload experienced by the current Cabinet Members was excessive and he believed that the appointment of an

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additional Cabinet Member would help deliver the Strategic Change Programme and that the membership of the Cabinet would be reviewed in preparation on the next annual meeting of Council.

A Member of the Council commented that the proposed role of the additional Cabinet Member lacked definition and there was a need for Council to review the validity of the post.

RESOLVED: That Council:-

- (1) Approved the Leader's proposal to increase the overall size of the Cabinet to six elected Members.
- (2) On the nomination of the Leader appointed Councillor C E Smith to the role of Cabinet Member for Strategic Change.
- (3) Approved that the Cabinet Member for Strategic Change be remunerated and the Council's Scheme of Remuneration amended accordingly.
- (4) Noted that the membership of the Cabinet shall be reviewed in preparation for the Annual Meeting of Council in May 2015.

410 INFORMATION REPORTS FOR NOTING

The Monitoring Officer presented a report, the purpose of which was to inform Council of the information reports which had been published since the last meeting.

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

| <u>Title</u> | <u>Officer</u> | <u>Date Published</u> |
|-------------------------------------|---------------------|-----------------------|
| Final Statement of Accounts 2013/14 | Section 151 Officer | 9 October 2014 |
| Urgent Delegated Decision | Monitoring Officer | 9 October 2014 |

411 EXCLUSION OF THE PUBLIC

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

Following the application of the public interest test it was resolved that pursuant to the Act referred to above to consider the undermentioned item in private where the public excluded from the meeting, as it would involve the disclosure of exempt information as stated above.

| <u>Title</u> | <u>Officer</u> | <u>Date Published</u> |
|---------------------------|--------------------|-----------------------|
| Urgent Delegated Decision | Monitoring Officer | 9 October 2014 |

