

T: 01495 356011 Ext./Est: 6011

E: committee.services@blaenau-gwent.gov.uk

Contact:/Cysylltwch â: Gwasanaethau Democraataidd



THIS IS A MEETING WHICH THE PUBLIC ARE ENTITLED TO ATTEND

Dydd Mercher, 6 Tachwedd 2019 Dydd Mercher, 6 Tachwedd 2019

Dear Sir/Madam

PWYLLGOR GWAITH

A meeting of the Pwyllgor Gwaith will be held in Executive Room, Civic Centre, Ebbw Vale on Dydd Mercher, 13eg Tachwedd, 2019 at 10.00 am.

Yours faithfully

Michelle Morris
Managing Director

AGENDA

Pages

1. CYFIEITHU AR Y PRYD

Mae croeso i chi ddefnyddio'r Gymraeg yn y cyfarfod, mae angen o leiaf 3 diwrnod gwaith o rybudd os dymunwch wneud hynny. Bydd gwasanaeth cyfieithu ar y pryd ar gael os gofynnir am hynny.

2. YMDDIHEURIADAU

Derbyn ymddiheuriadau.

We welcome correspondence in the medium of Welsh or English. / Croesawn ohebiaith trwy gyfrwng y Gymraeg neu'r Saesneg.

3. DATGANIADAU BUDDIANT A GODDEFEBAU

Deryn datganiadau buddiant a goddefebau.

MATERION CYFFREDINOL

4. CYNADLEDDAU A CHYRSIAU 5 - 6

Ystyried adroddiad y Tîm Gwasanaethau Democrataidd.

COFNODION

5. PWYLLGOR GWAITH 7 - 32

Ystyried cofnodion y cyfarfod a gynhaliwyd ar 26 Medi 2019.

EITEMAU ER PENDERFYNIAD - MATERION GWASANAETHAU CORFFORAETHOL

6. BLAENRAGLEN GWAITH - 18 RHAGFYR 2019 33 - 38

Derbyn y Flaenraglen Gwaith.

7. GRANTIAU I SEFYDLIADAU 39 - 40

Ystyried adroddiad y Prif Swyddog Adnoddau.

8. SIARTER CYD-GYTUNDEB RHWNG Y CYNGHORAU CYMUNED A THREF A CHYNGOR BWRDEISTREF SIROL BLAENAU GWENT 41 - 56

Ystyried adroddiad y Pennaeth Llywodraethiant a Phartneriaethau.

9. POLISI AMSER I FFWRDD I AELODAU LLUOEDD WRTH GEFN 57 - 78

Ystyried adroddiad y Pennaeth Datblygu Sefydliadol.

10. ADRODDIAD BLYNYDDOL PENNAETH DATBLYGU SEFYDLIADOL. 79 - 90

Ystyried adroddiad y Pennaeth Cydymffurfiaeth Cyfreithiol a Chorfforaethol.

EITEMAU ER PENDERFYNIAD - MATERION YR AMGYLCHEDD

11. **STRATEGAETH RHEOLI GWASTRAFF AC AILGYLCHU 2018-25** 91 - 134

Ystyried adroddiad y Rheolwr Gwasanaeth,
Gwasanaethau Cymdogaeth

12. **YR ACHOS BUSNES STRATEGOL - DATBLYGU AIL GANOLFAN AILGYLCHU GWASTRAFF CARTREFI (HWRC) YM MHARC BUSNES DE ROSEHEYWORTH** 135 - 166

Ystyried adroddiad y Pennaeth Gwasanaethau
Cymunedol

EITEMAU ER PENDERFYNIAD - MATERION GWASANAETHAU CYMDEITHASOL

13. **CYNNIG GOFAL PLANT LLYWODRAETH CYMRU - BLAENAU GWENT A THORFAEN** 167 - 178

Ystyried adroddiad y Pennaeth Gwasanaethau Plant.

EITEMAU MONITRO - ADDYSG

14. **PERFFORMIAD YSGOL 2019 AR GYFER: DIWEDD CYFNOD SYLFAEN, CYFNOD ALLWEDDOL 2, CYFNOD ALLWEDDOL 3, CYFNOD ALLWEDDOL 4 (DARPARIAETHOL YN UNIG)** 179 - 228

Ystyried adroddiad y Cyfarwyddwr Corfforaethol
Addysg.

To: N. Daniels (Cadeirydd)
G. Collier
J. Collins
D. Davies
J. Mason

All other Members (for information)
Manager Director
Chief Officers

This page is intentionally left blank

Agenda Item 4

Council only

Date signed off by the Monitoring Officer: N/A

Date signed off by the Section 151 Officer: N/A

Committee: **Executive**

Date of meeting: **13th November, 2019**

Report Subject: **Conferences/Courses Report**

General Matters

Report Submitted by: **Democratic Services**

Report Written by: **Democratic Services**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
						13.11.19		

1. **Purpose of the Report**

To present a list of Conferences/Courses for consideration and determination by the Executive.

2. **Scope of the Report**

2.1 **CLAW AGM & Conference**

Halliwell Conference Centre, Trinity St Davids , Carmarthenshire County Council
14th November, 2019

To approve the attendance of Councillor Garth Collier, Deputy Leader/Executive Member for Environment and Clive Rogers, Head of Community Services.

Army Presentation Evening
Brecon High School, Brecon
21st November, 2019

To approve the attendance of Councillor Brian Thomas, Armed Forces Champion.

3. **Options for Consideration**

3.1 To seek approval for attendance at the above.

This page is intentionally left blank

COUNTY BOROUGH OF BLAENAU GWENT

REPORT TO: THE LEADER AND MEMBERS OF THE EXECUTIVE

SUBJECT: EXECUTIVE COMMITTEE – 26TH SEPTEMBER, 2019

REPORT OF: LEADERSHIP AND DEMOCRATIC SUPPORT OFFICER

**PRESENT: Leader of the Council/Executive Member Corporate Services
Councillor N.J. Daniels (Chair)**

**Deputy Leader of the Council/
Executive Member – Environment
Councillor G. Collier**

**Executive Member – Social Services
Councillor J. Mason**

**Executive Member – Education
Councillor J. Collins**

**Executive Member –
Regeneration & Economic Development
Councillor D. Davies**

WITH: Managing Director
Chief Officer Resources
Chief Officer Commercial
Corporate Director Regeneration and Community Services
Head of Children’s Services
Head of Education Transformation
Solicitor

DECISIONS UNDER DELEGATED POWERS

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
No. 1	<u>SIMULTANEOUS TRANSLATION</u> It was noted that no requests had been received for the simultaneous translation service.	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
No. 2	<p><u>APOLOGIES</u></p> <p>The following apologies for absence were received from:-</p> <p>Corporate Director Social Services Corporate Director Education</p>	
No. 3	<p><u>DECLARATIONS OF INTEREST AND DISPENSATIONS</u></p> <p>The following declaration of interest was made:-</p> <p>Councillor N. Daniels, Leader of the Council Item No. 22 – Service Review</p> <p>Councillor Daniels reported and the Managing Director confirmed that advice had been sought from the Council’s Monitoring Officer who had advised that Councillor Daniels would be permitted to remain in the meeting whilst the item was discussed and could take part in any discussion if he chose to do so.</p>	
	<p><u>MOTION TO COUNCIL</u></p> <p>The Executive Member for Education referred to a request from Carmarthenshire County Council for schools to commemorate annually the Aberfan memorial on 22nd October and the loss of life associated with the coal industry. This commemoration would be undertaken in a sensitive and age appropriate way.</p> <p>The Executive Member advised that this had been discussed at the Head Teacher Forums and the motion had been agreed, therefore, if the Executive agreed, a proposal would be submitted to Council for this to become an annual commemoration.</p> <p>RESOLVED accordingly.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<u>MINUTES</u>	
No. 4	<p><u>EXECUTIVE COMMITTEE</u></p> <p>The minutes of the Executive Committee held on 17th July, 2019 were submitted.</p> <p>RESOLVED that the minutes be accepted as a true record of proceedings.</p>	
	<u>DECISION ITEMS</u>	
	<u>GENERAL MATTERS</u>	
No. 5	<p><u>CONFERENCES/COURSES</u></p> <p>Consideration was given to attendance at the following:-</p> <p><u>National Social Care Conference</u> 11th and 12th September, 2019</p> <p>RESOLVED that approval be granted for Councillor J. Mason, Executive Member for Social Services, to attend.</p> <p><u>Fly the Red Ensign for Merchant Navy Day – 31st August, 2019</u></p> <p>RESOLVED that approval be granted for Councillor M. Moore, Chair of Council, to attend.</p> <p><u>Red Flag Day - 3rd September, 2019</u></p> <p>RESOLVED that approval be granted for Councillor M. Moore, Chair of Council, to attend.</p>	

ITEM	<u>SUBJECT</u>	<u>ACTION</u>
	<p><u>WLGA Annual Conference</u> <u>Thursday 28th November and Friday 29th November, 2019</u></p> <p>RESOLVED that approval be granted for Councillor J. Mason, Executive Member for Social Services, to attend.</p> <p><u>Churches Together</u> <u>Service and Launch of BGCA - Saturday 14th September, 2019.</u></p> <p>RESOLVED that approval be granted for Councillor Julie Holt, Deputy Chair of Council, to attend.</p> <p><u>Rededication Service – Ebbw Vale Cenotaph</u> <u>Saturday, 14th September, 2019</u></p> <p>RESOLVED that approval be granted for Councillor Brian Thomas, Armed Forces Champion, to attend.</p> <p><u>Project 360 – Supporting Older Veterans in Wales Conference 2019</u> <u>Thursday, 24th October, 2019 – Cardiff City Stadium</u></p> <p>RESOLVED that approval be granted for Councillor Brian Thomas, Armed Forces Champion, to attend.</p> <p>It was noted that the above events would incur no cost for the Council.</p>	
No. 6	<p><u>FORWARD WORK PROGRAMME – 6TH NOVEMBER 2019</u></p> <p>Consideration was given to the report of the Leader/Executive Member for Corporate Services.</p> <p>RESOLVED that the report be accepted and the forward work programme for 6th November 2019 be noted.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<u>DECISION ITEMS – CORPORATE SERVICES MATTERS</u>	
No. 7	<p><u>CAPITAL PROGRAMME</u></p> <p>Consideration was given to the report of the Chief Officer Resources.</p> <p>The Chief Resources Officer advised that the report outlined options to allocate £9.9 million of capital funding to the capital programme for the period to 2025/26. The capital programme had been based on a review of current available capital resources and the assumption of capital funding anticipated from Wales Government for 2024/25 & 2025/26.</p> <p>The Chief Resources Officer noted that there had been a significant over requirement for capital resources in the five year period of 2019/2020 to 2023/2024. Therefore, a prioritisation mechanism had been used to ensure that the highest priority projects could proceed. The Chief Officer advised that a two stage approach for prioritisation had been utilised with stage 1 being an initial prioritisation of bids by officers and stage 2 gave a political priority ranking by the Executive. The outcome of stage 1 had been considered by Executive Members to determine whether the prioritisation aligned with their political priorities. She further referred Members to Appendix 3 which summarised the potential projects, their associated scores and ranks based on the two stage process aforementioned.</p> <p>The Chief Resources Officer further spoke to the report and outlined the options for consideration.</p> <p>The Leader of the Council welcomed the report and commended the work that officers had undertaken on the capital programme. 27 worthy bids had been submitted for capital funding but this number had now been reduced to 12 projects using the scoring and matrix included within the appendix.</p>	

ITEM	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Leader continued by advising that the matrix did not take into account political preferences in terms of the ranking of the projects and, therefore, the Executive would remain true to the commitment to prioritise Education and Social Services. In addition, two further projects that had both political and professional support from across the authority and would hopefully be welcomed by residents were:-</p> <ul style="list-style-type: none"> - Household Waste and Recycling Centre at Roseheyworth - Cemeteries - £210,000 had been allocated for a programme of works to be carried out in cemeteries as it had been acknowledged that many of the cemeteries needed some attention. <p>The Deputy Leader and Executive Member for Regeneration and Economic Development referred to capital bids to address the Tredegar Company Shop and Big Arch which had been long standing issues for the Council. It was felt that by addressing these areas it would benefit the Council going forward.</p> <p>RESOLVED, subject to the foregoing, that the report be accepted and Option 3, namely a combination of paring down the schemes in period 1 (19/2020 to 23/2024 which was the most oversubscribed) by 20% to allow the funding to meet the requirements of an optimum number of schemes and allocating to the highest scoring projects in periods 2 and 3, leaving funding remaining in each period for allocation at a future date. This option would deliver an optimum number of requisite projects in the medium term whilst leaving £2m funding remaining in the future for allocation to existing schemes/additional priorities as they may arise.</p>	

ITEM	<u>SUBJECT</u>	<u>ACTION</u>																																																								
	<p>The projects to be funded based on this option were as follows:-</p> <table border="1" data-bbox="212 403 1396 1232"> <thead> <tr> <th data-bbox="212 403 842 548">Scheme Name</th> <th data-bbox="842 403 1034 548">2019/20 to 2023/24 £</th> <th data-bbox="1034 403 1201 548">2024/25 £</th> <th data-bbox="1201 403 1396 548">2025/26 £</th> </tr> </thead> <tbody> <tr> <td data-bbox="212 548 842 616">Band B Secondary School Remodelling</td> <td data-bbox="842 548 1034 616"></td> <td data-bbox="1034 548 1201 616">750,000</td> <td data-bbox="1201 548 1396 616">750,000</td> </tr> <tr> <td data-bbox="212 616 842 660">Band B Welsh Medium Remodelling</td> <td data-bbox="842 616 1034 660">280,000</td> <td data-bbox="1034 616 1201 660"></td> <td data-bbox="1201 616 1396 660"></td> </tr> <tr> <td data-bbox="212 660 842 761">Household Wales Recycling Centre - Roseheyworth Industrial Estate</td> <td data-bbox="842 660 1034 761">520,000</td> <td data-bbox="1034 660 1201 761"></td> <td data-bbox="1201 660 1396 761"></td> </tr> <tr> <td data-bbox="212 761 842 828">Cemeteries</td> <td data-bbox="842 761 1034 828">210,000</td> <td data-bbox="1034 761 1201 828"></td> <td data-bbox="1201 761 1396 828"></td> </tr> <tr> <td data-bbox="212 828 842 873">Emergency Electrical & IT work Civic Centre</td> <td data-bbox="842 828 1034 873">240,000</td> <td data-bbox="1034 828 1201 873"></td> <td data-bbox="1201 828 1396 873"></td> </tr> <tr> <td data-bbox="212 873 842 918">Corporate Landlord Planned Replacement</td> <td data-bbox="842 873 1034 918">560,000</td> <td data-bbox="1034 873 1201 918">300,000</td> <td data-bbox="1201 873 1396 918">300,000</td> </tr> <tr> <td data-bbox="212 918 842 963">Social Services Community Equipment</td> <td data-bbox="842 918 1034 963">570,000</td> <td data-bbox="1034 918 1201 963">285,000</td> <td data-bbox="1201 918 1396 963">285,000</td> </tr> <tr> <td data-bbox="212 963 842 1008">Tredegar Company Shop</td> <td data-bbox="842 963 1034 1008">200,000</td> <td data-bbox="1034 963 1201 1008"></td> <td data-bbox="1201 963 1396 1008"></td> </tr> <tr> <td data-bbox="212 1008 842 1075">Constrained/Industrial Units Improvement Programme</td> <td data-bbox="842 1008 1034 1075">280,000</td> <td data-bbox="1034 1008 1201 1075">300,000</td> <td data-bbox="1201 1008 1396 1075">300,000</td> </tr> <tr> <td data-bbox="212 1075 842 1120">Disabled Facility Grants</td> <td data-bbox="842 1075 1034 1120">250,000</td> <td data-bbox="1034 1075 1201 1120">200,000</td> <td data-bbox="1201 1075 1396 1120">200,000</td> </tr> <tr> <td data-bbox="212 1120 842 1164">Big Arch refurbishment</td> <td data-bbox="842 1120 1034 1164">640,000</td> <td data-bbox="1034 1120 1201 1164"></td> <td data-bbox="1201 1120 1396 1164"></td> </tr> <tr> <td data-bbox="212 1164 842 1209">Tech Valley & Enterprise Board Match</td> <td data-bbox="842 1164 1034 1209">500,000</td> <td data-bbox="1034 1164 1201 1209"></td> <td data-bbox="1201 1164 1396 1209"></td> </tr> <tr> <td data-bbox="212 1209 842 1232">TOTAL</td> <td data-bbox="842 1209 1034 1232">4,250,000</td> <td data-bbox="1034 1209 1201 1232">1,835,000</td> <td data-bbox="1201 1209 1396 1232">1,835,000</td> </tr> </tbody> </table> <p data-bbox="212 1232 1396 1288">FUNDING REMAINING FOR ALLOCATION AT A FUTURE DATE 712,667 665,000 665,000</p> <ul data-bbox="212 1299 1396 1646" style="list-style-type: none"> • A total of £7.9m would be allocated to the capital programme with £2m remaining as a contingency • A revised capital programme based upon Option 3, for the period 2019/2020 to 2025/2026, including the projects above was detailed in Appendix 5. This also reflected the latest profile of the 21st Century Band B schemes. 	Scheme Name	2019/20 to 2023/24 £	2024/25 £	2025/26 £	Band B Secondary School Remodelling		750,000	750,000	Band B Welsh Medium Remodelling	280,000			Household Wales Recycling Centre - Roseheyworth Industrial Estate	520,000			Cemeteries	210,000			Emergency Electrical & IT work Civic Centre	240,000			Corporate Landlord Planned Replacement	560,000	300,000	300,000	Social Services Community Equipment	570,000	285,000	285,000	Tredegar Company Shop	200,000			Constrained/Industrial Units Improvement Programme	280,000	300,000	300,000	Disabled Facility Grants	250,000	200,000	200,000	Big Arch refurbishment	640,000			Tech Valley & Enterprise Board Match	500,000			TOTAL	4,250,000	1,835,000	1,835,000	
Scheme Name	2019/20 to 2023/24 £	2024/25 £	2025/26 £																																																							
Band B Secondary School Remodelling		750,000	750,000																																																							
Band B Welsh Medium Remodelling	280,000																																																									
Household Wales Recycling Centre - Roseheyworth Industrial Estate	520,000																																																									
Cemeteries	210,000																																																									
Emergency Electrical & IT work Civic Centre	240,000																																																									
Corporate Landlord Planned Replacement	560,000	300,000	300,000																																																							
Social Services Community Equipment	570,000	285,000	285,000																																																							
Tredegar Company Shop	200,000																																																									
Constrained/Industrial Units Improvement Programme	280,000	300,000	300,000																																																							
Disabled Facility Grants	250,000	200,000	200,000																																																							
Big Arch refurbishment	640,000																																																									
Tech Valley & Enterprise Board Match	500,000																																																									
TOTAL	4,250,000	1,835,000	1,835,000																																																							

ITEM	<u>SUBJECT</u>	<u>ACTION</u>
	<ul style="list-style-type: none"> • WG had announced a number of enhanced capital grants for the period 2019 to 2021. For example, the Council would receive £410,000 in 2019/2020 for the Public Highways Refurbishment Grant. In addition, Welsh Government had recently announced Capital grant funding to Support Economic Stimulus within Local Authorities. For 2019/20 the Council would receive £444,465, the purpose of this funding would be:- <ul style="list-style-type: none"> • To invest in capital schemes to drive important changes in communities. • To fund a range of projects that could be delivered quickly in year, providing economic benefits which are aligned with the Welsh Government's priorities and which could stimulate wider economic demand at a time when it was needed most. • To consider any positive impacts on biodiversity and the environment that could be delivered through the investment of this funding • Through the maximisation of these (and other) capital grants, there would be the potential to further review the re-allocation of capital resources in this timeframe. 	
No. 8	<p><u>GRANTS TO ORGANISATIONS</u></p> <p>Consideration was given to the report of the Chief Officer Resources.</p> <p>The Leader reported that the payments made to Ebbw Vale Welfare Bowls Club for £50.00 by Beaufort Ward Members and £100.00 by Ebbw Vale North Ward Members was to be removed as the Club had now ceased to operate.</p> <p>RESOLVED accordingly.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>Members were further advised of the following additional grants that had been submitted for approval since the preparation of the report:-</p> <p><u>ABERTILLERY</u></p> <p><u>Abertillery Ward- Councillor N. Daniels</u></p> <p>1. Tredegar AFC Juniors £50</p> <p><u>Cwmtillery Ward- Councillor J. Wilkins</u></p> <p>1. Abertillery Ladies Darts £50 2. Abertillery Business & Professional Ladies Ass. £50 3. Abertillery Mini RFC £100 4. Ebbw Vale Wheelchair Sports Club £100 5. Abertillery Town Band £50 6. CANCO £50</p> <p><u>Llanhilleth Ward- Councillor J. Collins & N. Parsons</u></p> <p>1. Ebbw Fach Choir £100 2. Abertillery Ladies Darts £100 3. Blaenau Gwent Nature Group £100</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p><u>Six Bells Ward- Councillor M. Holland</u></p> <p>1. Six Bells Community Centre £100</p> <p>2. Abertillery Excelsiors FC £100</p> <p><u>BRYNMAWR</u></p> <p><u>Brynmawr Ward - Councillor J. Hill</u></p> <p>1. Brynmawr SOTS Group £100</p> <p>2. Brynmawr Dragons FC £100</p> <p><u>EBBW VALE</u></p> <p><u>Badminton Ward – Councillor G. Paulsen</u></p> <p>1. Ebbw Vale Mini Rugby £50</p> <p><u>Ebbw Vale North Ward – Councillor D. Davies & P. Edwards & B. Summers</u></p> <p>1. Ebbw Vale Mini Rugby £200</p> <p><u>NANTYGLO & BLAINA</u></p> <p><u>Blaina Ward – Councillor G. Collier</u></p> <p>1. Tredegar AFC Juniors £50</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p><u>TREDEGAR</u></p> <p><u>Georgetown & Central & West Ward – Councillors K. Hayden & J. Morgan & S. Thomas & H. Trollope & B. Willis</u></p> <ol style="list-style-type: none"> 1. Stocktonville Senior Citizens £200 2. Royal British Legion (Moose International) £280 3. Planet Fitness £200 4. Tredegar Orpheus Male Voice Choir £200 5. 2167 Air Force Cadets £400 6. Tredegar Angling Club £200 7. Blaenau Gwent Heritage Forum £200 8. St John Ambulance Tredegar £200 9. Trefil RFC £100 10. Trefil Junior RFC £100 11. Tredegar Horse Show £200 12. Tredegar Ironsides Junior RFC £200 13. Liam Davies £200 14. Southend Allotments £200 15. Georgetown Community Centre £200 16. Gwent Area Association of the Welsh Pony and Cob Society £100 17. Southend Bee Keepers £100 18. Sirhowy Valley Woodlands £200 19. Tredegar Business Forum £600 20. Carl Bennet MS Walk £200 21. St Georges Court Tenants & Residents Association £200 	
	<p><u>Central & West Ward – Councillor M. Moore</u></p> <ol style="list-style-type: none"> 1. Tredegar Business Forum £100 	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<u>Sirhowy Ward – Councillor M. Cross & T. Smith</u>	
1.	Royal British Legion (Moose International)	£120
2.	Tredegar Orpheus Male Voice Choir	£50
3.	2167 Squadron Air Training Corps	£50
4.	Tredegar Angling Club	£50
5.	Blaenau Gwent Heritage Forum	£50
6.	St John Cymru Wales	£50
7.	Trefil RFC	£100
8.	Trefil Junior RFC	£100
9.	Tredegar Horse Show	£50
10.	Tredegar Ironsides RFC	£100
11.	Liam James Davies	£50
12.	Gwent Area Association of the Welsh Pony and Cob Society	£50
13.	Sirhowy Valley Woodlands	£50
14.	Nantylwch Community Centre	£250
15.	Sirhowy Community Centre	£250
16.	Ystrad Deri Community Centre	£250
17.	Sirhowy Senior Citizens	£250
18.	Horeb Chapel	£25
19.	Sardis Chapel	£25
20.	Ebenezer Independent Chapel	£50
21.	Siloam Chapel	£50
22.	St George's Church	£50
23.	Immaculate Conception Church	£50
24.	Valleys Life Afterstroke	£50

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	25. Bedwellty Park Men's Bowls £50 26. The Green Club £50 27. Blaenau Gwent Otters £50 28. Silurian Boxing Club £50 29. Tredegar Ladies Netball Club £50 30. Tredegar Scout Group £50 31. Girl Guides Gwent £50 32. Tredegar Women's Institute £50 33. Oak Football Club £50 34. Sirhowy Angling Club £50 35. Tredegar History and Archive Society £50 36. Tredegar Operatic Society £50 37. Blaenau Gwent Film Academy £50 38. Tredegar Twinning Association £100 39. Glanhwy Primary (Autism) £100 40. Brynbach Running Club £50 41. Sirhowy Flying Start (Planting) £50	
	<u>DECISION ITEMS – REGENERATION AND ECONOMIC DEVELOPMENT MATTERS</u>	
No. 9	<u>ENTERPRISE FRAMEWORK</u> Consideration was given to the report of the Head of Regeneration and Development. The Executive Member for Regeneration and Economic Development advised that the Enterprise Framework had been developed in conjunction with the Blaenau Gwent Enterprise Board which now included political representation. At a recent meeting of the Blaenau Gwent Enterprise Board it had been reported that there was an increase in businesses locating within Blaenau Gwent, an increased number in retention of businesses and business start-up rates in Blaenau Gwent was one of the best in Wales. The Enterprise Framework would enhance this economic development work across Blaenau Gwent and would pay dividends going forward.	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Executive Member concluded by expressing his appreciation to the work undertaken by the Council's Economic Development Team and the Chair of the Blaenau Gwent Enterprise Board, Mark Langshaw who had produced the framework.</p> <p>RESOLVED that the report be accepted and option 2, namely approval be given to the Enterprise Framework to support the BG Enterprise Board and enable a proactive approach in our efforts to increase the coordination of our business support with a targeted approach based on the UKCI measurement.</p>	
No. 10	<p><u>LOCAL DEVELOPMENT PLAN – ANNUAL MONITORING REPORT</u></p> <p>Consideration was given to the report of the Corporate Director Regeneration and Community Services.</p> <p>The Executive Member for Regeneration and Economic Development advised that the all Councils were required to produce an annual monitoring report in relation to the Local Development Plan. As the Local Development Plan was currently under review this particular document had not changed greatly since the last report. It was anticipated that the revised LDP would be considered in the next few months.</p> <p>It was noted that as part of the review process for the LDP consideration would be given to the Cardiff Capital Regional Area Strategic Development Plan which had recently been developed.</p> <p>The Executive Member continued by highlighting two main areas within the plan and these were:-</p> <ul style="list-style-type: none"> - Increase Housing Development within Blaenau Gwent - Industrial Portfolio 	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Corporate Director Regeneration & Community Services advised that whilst targets were not being met in relation to the above areas there were positive signs that there was an increase in house building and a strong demand for new houses in the area.</p> <p>RESOLVED that the report be accepted and the contents agreed prior to the submission to Welsh Government.</p>	
No. 11	<p><u>SELF BUILD WALES</u></p> <p>Consideration was given to the report of the Corporate Director Regeneration and Community Services.</p> <p>The Executive Member for Regeneration and Economic Development advised that the report provided information on the Self Build Wales Programme. The Executive Member added that the Authority was committed to increase housing which aligned to Welsh Government's commitment in the delivery of additional housing. The Housing Delivery Group had already recognised potential sites at The Works, Ebbw Vale, Nantyglo School Site, Abertillery Bowls Centre and Former Six Bells Collier Site. The initial site to be piloted would be The Works, however, consultation would be undertaken around the other areas.</p> <p>The Deputy Leader referred to a number of small areas of land in the Ebbw Fach Valley which had the potential for small builds and felt that these areas should also be included in the programme. The Deputy Leader felt that these were 'quick fix' areas and had hoped that these areas would be included.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Executive Member for Regeneration and Economic Development stated that all these areas would be considered and advised that there would be areas that would be developed quicker than other. He welcomed the information on available land and felt that all Councillors had a role to play in identifying such area as well as directing individuals who wished to develop land for housing.</p> <p>The Executive Member for Social Services mentioned the need for older people's accommodation and had hoped that older people's housing would also be considered.</p> <p>The Leader referred to the former Six Bells Colliery Site and the former Abertillery Bowls Centre site and had hoped that these areas could be developed at the earliest convenience. Both the sites had good selling factors and these should be emphasised in order to see the sites developed as soon as possible. The Leader stated that he did not want to see reports being presented in 12-24 months which still reported that these areas had been put forward for development.</p> <p>The Executive Member for Regeneration and Economic Development advised that the above were two prime sites in the Council's control/ownership that could be brought forward in terms of development. In reply to a question, the Executive Member confirmed that sites would be developed a 'complete' package and would include infrastructure such as roads.</p> <p>RESOLVED, subject to the foregoing, that the report be accepted and option 2, namely approval was given for BGCBC involvement in the initiative and recommended preferred site (Works) to pilot the self-build initiative and gauge public interest within Blaenau Gwent.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
No. 12	<p><u>RASSAU AND TAFARNAUBACH INDUSTRIAL ESTATE BUSINESS IMPROVEMENT DISTRICT</u></p> <p>Consideration was given to the report of the Corporate Director Regeneration and Community Services.</p> <p>The Executive Member for Regeneration and Economic Development provided an overview of the Business Improvement District and advised that this Authority was one of the first authorities to take this forward on Industrial Estates. The Executive Member added that a BID was funded by businesses on the industrial estates paying a fee against their business rates based on the physical size of their business. This funding was then used to enhance the industrial estate. The Executive Member advised that a ballot process of the businesses would take place in November and a positive outcome would be required before the work could be progressed. He concluded by advising that if the process worked well it could be undertaken in other areas.</p> <p>RESOLVED that the report be accepted and option 1, namely to implement the BID Process be to the ballot stage and implement the outcome of the ballot if there was a positive outcome to support the creation of a BID.</p>	
	<p><u>DECISION ITEMS – EDUCATION MATTERS</u></p>	
No. 13	<p><u>EDUCATION DIRECTORATE SAFEGUARDING POLICY</u></p> <p>Consideration was given to the report of the Corporate Director Education.</p> <p>The Executive Member for Education spoke briefly to the report and advised that the Joint Education & Learning & Social Services Scrutiny Committee (Safeguarding) had recently support the policy with no amendments.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Executive Member for Social Services commended the links within the policy to looked after children and said he supported the policy.</p> <p>RESOLVED that the report be accepted and the Education Directorate Safeguarding Policy be approved prior to distribution to schools.</p>	
No. 14	<p><u>HOME TO SCHOOL AND POST 16 TRANSPORT POLICY 2019/20</u></p> <p>Consideration was given to the report of the Corporate Director Education.</p> <p>The Head of Education Transformation provided an overview of the report and outlined the revised changes made to the document which required adoption and publication by 1st October, 2019 for implementation from September 2020.</p> <p>It was noted that Members of the Education & Learning Scrutiny Committee had raised a point regarding breakfast club provision but as this provision was only available at primary schools, there would be no impact on the proposed policy. This point would be made more explicit when the document was published.</p> <p>The Deputy Leader said he was aware of some buses were transporting single passengers to schools and asked if a review could be undertaken on how Council allocated the funding in respect of home to school and post 16 transport to ascertain whether value for money was being achieved.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Head of Education Transformation agreed to undertake this work with colleagues in Environment as the operation arrangements came under the remit of the Head of Community Services.</p> <p>RESOLVED accordingly.</p> <p>FURTHER RESOLVED, subject to the foregoing, that the report be accepted and the Home to School and Post 16 Transport Policy 2020/21 as detailed in Appendix 1 of the report be approved for adoption and publication by 1st October, 2019.</p>	
	<p><u>MONITORING REPORTS</u></p> <p>The Leader referred to the monitoring reports to be considered at this juncture and advised that the Executive had discussed a more strategic approach to the agenda. Therefore, it had been agreed that the agenda be split into a decision pack and monitoring pack and whilst decision items would generate discussion it did not mean that the monitoring reports were less important. It was agreed that if an Executive Member wished to highlight a report in the monitoring pack this could be done, however as these recommendations noted options for information they had been presented to update the Executive on ongoing matters.</p> <p>For this particular agenda it had been agreed that Item Nos. 15, 18 & 21 would be discussed in detail.</p>	
	<p><u>MONITORING ITEMS – CORPORATE SERVICES MATTERS</u></p>	
<p>No. 15</p>	<p><u>REVENUE BUDGET MONITORING - 2019/2020, FORECAST OUTTURN TO 31 MARCH 2020 (AS AT 30 JUNE 2019)</u></p> <p>Consideration was given to the report of the Chief Officer Resources.</p> <p>The Chief Resources Officer advised that the report provided the financial forecast outturn position across all portfolios for the financial year 2019/2020 and outlined the key points as detailed in the report in terms of the impact on the budget along with portfolio analysis</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Chief Officer Resources further advised that the favourable variance reported for Social Services of £240,000 against a budget of £45m and adverse variances reported in Education and Environment. The Chief Officer also referenced the forecast outturn for fees and charges and highlighted the budget virements undertaken during the period. The Chief Officer continued by stating that 97% of the Financial Efficiency Projects for 2019/20 had been achieved with a shortfall of £80,630 and advised that the further detail was contained in the appendices to the report.</p> <p>The Leader welcomed the report which reflected the work being undertaken and an Authority was changing both political and professionally.</p> <p>The Leader further referred to discussions at Joint Scrutiny Committee and pointed out that there would be a need for some budget realignments otherwise cost pressures would be carried forward year on year and this needed to be eradicated. He pointed out that a suggestion had been that the provision of dog waste bags and dog bins would cease from October 2019. He pointed out that these had been officer proposals and would not be progressed as there was no political support for this. Therefore, the funding relating to these areas would not be removed from the departmental budget.</p> <p>RESOLVED, subject to the foregoing, that the report be accepted and the action plans was noted as detailed in Appendix 4 which had been developed to address the forecast adverse variances as at the end of June 2019 and approval was given for the budget virements as detailed in Appendix 5 which exceed £250,000.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
No. 16	<p><u>CAPITAL BUDGET MONITORING, APRIL TO JUNE 2019, 2019/2020 FINANCIAL YEAR</u></p> <p>Consideration was given to the report of the Chief Officer Resources.</p> <p>RESOLVED that the report be accepted and</p> <ul style="list-style-type: none"> • the appropriate financial control procedures as agreed by Council be supported; • the budgetary control and monitoring procedures in place within the Capital Team to safeguard Authority funding was noted; and • the virement of £520,000 from the generic European Structural Capital Match Fund to the European Match Funded be approved. 	
No. 17	<p><u>USE OF GENERAL AND EARMARKED RESERVES 2019/2020</u></p> <p>Consideration was given to the report of the Chief Officer Resources.</p> <p>RESOLVED that the report be accepted and</p> <ul style="list-style-type: none"> • the planned forecast increase of the General Reserve to 4.47% (above the 4% target level) for 2019/2020 and future years, strengthening the Council's Financial Resilience be noted; and • the impact of £0.150m forecast adverse variance for 2019/2020 would have on the General Reserve target be noted. 	

ITEM	<u>SUBJECT</u>	<u>ACTION</u>
No. 18	<p><u>WALES AUDIT OFFICE REVIEW SERVICE USER PERSPECTIVE: COMMUNITY ENGAGEMENT</u></p> <p>Consideration was given to the report of the Head of Governance and Partnerships.</p> <p>The Leader welcomed the acknowledgement by the Wales Audit Office of the Authority's commitment to engagement. He added that this administration had changed how the Council engaged with residents and although criticism had been received, the Council must be mindful that the engagement process had only been taking place for the last 2 years. Following each engagement session a better understanding was gained and he concluded by stating the Council was committed to the on-going engagement with the public and its staff.</p> <p>RESOLVED that the report be accepted and the information contained therein noted.</p>	
	<p><u>MONITORING ITEMS – SOCIAL SERVICES MATTERS</u></p>	
No. 19	<p><u>SAFEGUARDING PERFORMANCE INFORMATION FOR SOCIAL SERVICES AND EDUCATION</u></p> <p>Consideration was given to the joint report of the Corporate Director Social Services and Corporate Director Education.</p> <p>RESOLVED that the report be accepted and the information contained therein be noted.</p>	
No. 20	<p><u>ADULTS SAFEGUARDING REPORT 2018/2019</u></p> <p>Consideration was given to the report of the Corporate Director Social Services.</p> <p>RESOLVED that the report be accepted and the information contained therein be noted.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
No. 21	<p data-bbox="197 327 1031 405"><u>SUPPORTING CHANGE TEAM INTERNAL AND INDEPENDENT EXTERNAL EVALUATION</u></p> <p data-bbox="197 454 1382 533">Consideration was given to the report of the Head of Children's Services.</p> <p data-bbox="197 582 1382 1003">The Executive Member for Social Services spoke to the report and advised that since the introduction of the Team, the number of Looked After Children had started to plateau and since January 2019 the numbers had slowly reduced. Therefore, it was felt that this had been due to the work undertaken with families to prevent issues escalating to a point where children were placed into care. The Executive Member further outlined the impact on the budget and supporting evidence in terms of performance information and data which identified the reduction in numbers. He concluded that the Appendix 2 contained the full report and recommendations.</p> <p data-bbox="197 1010 1382 1218">The Executive Member for Social Services welcomed the report and congratulated the Department on the work undertaken which had reduced the number of Looked After Children and said that the work of the Team was paramount to protect those children in care These comments were echoed by the Leader and Executive Members.</p> <p data-bbox="197 1267 1382 1476">The Leader of the Council said that this was an excellent piece of work and requested that the appreciation of the Executive be forwarded onto the team. In reply to a request relating to service funding, the Leader said that consideration of future funding for the service would form part of the budget setting process.</p> <p data-bbox="197 1525 1382 1648">RESOLVED, subject to the foregoing, that the report be accepted and the information and recommendations contained within the external evaluation report on Supporting Change Team be noted.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<u>DECISION ITEMS – ENVIRONMENT MATTERS</u>	
No. 22	<p><u>SERVICE REVIEW</u></p> <p>Having regard to the views expressed by the Proper Officer regarding the public interest test, that on balance the public interest in maintaining the exemption outweighed the public interest in disclosing the information and that the report should be exempt.</p> <p>RESOLVED that the public be excluded whilst this item of business is transacted as it is likely there would be a disclosure of exempt information as defined in Paragraph 14, Schedule 12A of the Local Government Act, 1972 (as amended).</p> <p>The Leader of the Council declared an interest in this item and reiterated that he had been advised by the Monitoring Officer that due to the nature of the report he would be permitted remain in the meeting and participate in the discussion if he chose to do so.</p> <p>Consideration was given to report of the Chief Officer Commercial.</p> <p>The Deputy Leader/Executive Member for Environment spoke to the report and highlighted the main points contained therein.</p> <p>A discussion ensued around the recommendations contained in the report and the Deputy Leader proposed an additional recommendation to include options around whole service in house provision and elements of in house service provision be investigated as part of the soft market testing. He felt that the proposed recommendation would allow Members to make an informed decision and not delay the process if other alternative avenues were not forthcoming.</p> <p>Councillor N. Daniels left the meeting at this juncture due to the nature of discussions.</p>	

<u>ITEM</u>	<u>SUBJECT</u>	<u>ACTION</u>
	<p>The Managing Director explained that the financial information for the additional recommendation requested was available and was contained within the report before Executive. The Managing Director referred to the decision made by Council in November 2018 to seek alternative service delivery models and noted that the proposal – to bring the service in-house - was not a recommendation approved by Council, however to ensure all aspects of financial implications were provided the consultants had identified this information albeit at a high level.</p> <p>The Chief Officer Commercial advised that the financial information to support the proposal was available as the option had been considered originally, therefore if there was a request for detailed financial information against another avenue it could be provided once the soft market testing had been completed.</p> <p>RESOLVED, subject to the foregoing, that the report which contained information relating to the financial/business affairs of persons other than the Authority be accepted and the information contained therein be noted.</p>	

This page is intentionally left blank

Agenda Item 6

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**
Date of meeting: **6th November 2019**
Report Subject: **Forward Work Programme – 18th December 2019**
Portfolio Holder: **All Portfolios**
Report Submitted by: **Cllr Nigel Daniels, Leader of the Council /
Executive Member Corporate Services**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
	✓	30.10.19				06.11.19		

1. Purpose of the Report

- 1.1 To present to Members the Executive Committee Forward Work Programme for the Meeting on 18th December 2019 for discussion and to update the Committee on any changes.

2. Scope and Background

- 2.1 The Executive Work Programme is a key aspect of the Council's planning and governance arrangements and supports the requirements of the Constitution. The topics set out in the Forward Work Programme link to the strategic work of the Council as identified by the Council's Corporate Plan, corporate documents and supporting business plans. Effective work programmes are essential to ensure that the work of the Executive makes a positive impact upon the Council's delivery of services.
- 2.2 The Committee's Forward Work Programme was agreed in July 2019, recognising the fluidity of the document to enable the Committee to respond to urgent and emerging issues, and included timescales when reports will be considered by the Committee. The work programme is managed and implemented by the Performance and Democratic Team under the direction of the Leader and Executive Members.
- 2.3 The forward work programme for the forthcoming meeting will be presented to Committee on a 6 weekly cycle in order that Members can consider the work programme; request information is included within the reports, as appropriate and / or make amendments to the work programme.

3. Options for Recommendation

- 3.1 **Option 1:** The Executive Committee consider the Forward Work Programme for the meeting on 18th December 2019, and :
- Make any amendments to the topics scheduled for the meetings;
 - Suggest any additional invitees that the committee requires to fully consider the reports; and

- Request any additional information to be included with regards to the topics to be discussed.

Option 2: The Executive Committee agree the Forward Programme for the meeting on 18th December 2019, as presented.

Background Documents /Electronic Links

- Appendix 1 – Forward Work Programme - Meeting on 18th December 2019

Executive Committee
Forward Work Programme

Executive Meeting Date: Wednesday 18th December 2019

Report Submission Deadline Date to Liz Thomas: Wednesday 27th November 2019

*Reports received after this date will be included on the next agenda of Executive

Decision: 4 Items Monitoring: 14 items Information: 6 items

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
DECISION ITEMS					
Portfolio: Leader / Corporate Services					
Grants to Organisations	Rhian Daly	Approval To agree the Grants to Organisations.	26.11.19	N/A	N/A
Portfolio: Social Services					
Assisted Transport – Charging Policy	Alyson Hoskins	Approval To consider recommendations made by the scrutiny committee and approve the future charging for transport.	12.11.19	Social Services – 28.11.19	N/A
Portfolio: Regeneration and Economic Development					
Employment and Skills Plan	Bethan McPherson	Approval Members to consider and approve the local approach to supporting people with employment and skills; which will be aligned with the Enterprise Strategy.	25.06.19	Environment, Regeneration and Economic Development – 29.11.2018	N/A
Energy Prospectus	Ellie Fry / Amy Taylor	Approval To present the energy opportunities in Blaenau Gwent and process towards securing suitable investment and partners for delivery for approval by the Executive.	22.10.19	Regeneration – 04.11.19	N/A
MONITORING ITEMS					
Portfolio: Leader / Corporate Services					
Revenue Budget Monitoring 2019/20	Rhian Hayden	Monitoring To provide Members with an expenditure forecast at the end of quarter 2 across all portfolios for 2019/20.	29.10.19	Joint Finance – 18.11.19	N/A
Capital Expenditure Monitoring	Rhian Hayden	Monitoring To provide details of each portfolio’s forecast capital expenditure against allocation at the end of quarter 2	29.10.19	Joint Finance – 18.11.19	N/A
Forecast of General and	Rhian Hayden	Monitoring	29.10.19	Joint Finance	N/A

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
Earmarked Reserves		To present report at the end of quarter 2 detailing the actual and forecast use of general and ear marked reserves.		– 18.11.19	
Joint Finance and Performance Report – Quarter 1 and Quarter 2	Bernadette Elias	Monitoring To provide quarterly monitoring information across all directorates, to include information in relation to Finance, Performance and Risk and key themes and notable activity across the Council.	12.11.19	Corporate Overview – 12.12.19	N/A
Review of Staff Sickness Absence	Andrea Prosser	Monitoring To inform Members of the content of the annual review of staff sickness absence.	12.11.19	Corporate Overview – 19.11.19	N/A
Portfolio: Deputy Leader / Environment					
Silent Valley Performance reporting	Matthew Perry	Monitoring To provide performance information for Members consideration.	08.10.19	Community Services – 05.12.19	N/A
Portfolio: Education					
21 st Century Schools Programme Bands A / B Gateway Review Outcome	Lynn Phillips / Claire Gardner	Monitoring To provide Members with an update on the closure of the 21 st Century Schools Band A programme and the progress made on the Band B programme.	19.11.19	Education and Learning – 04.12.19	N/A
EAS Business Plan 2019/20	Michelle Jones	Monitoring To provide Members with an update on the progress of the EAS business plan.	19.11.19	Education and Learning – 04.12.19	N/A
Welsh in Education Strategic Plan (WESP)	Lynn Phillips / Claire Gardner	Monitoring Members to review performance annually, and monitor outcomes associated with the WESP in line with the vision, goals, targets and objectives; whilst ensuring that this process informs key strategic priorities from a Welsh-medium perspective.	19.11.19	Education and Learning – 04.12.19	N/A
VFM – Education Achievement Services	Lynette Jones	Monitoring To consider the VFM report on the Education Achievement Service.	22.10.19	Education and Learning – 06.11.19	N/A
Improving Schools	Michelle Jones	Monitoring To provide members with an update on any inspection	19.11.19	Education and Learning	N/A

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
		report findings and progress within schools which are subject to Council intervention.		– 04.12.12	
Portfolio: Social Services					
Looked After Children Update	Tanya Evans	Monitoring To update Members on the current situation in relation to the numbers of children who are looked after and the progress made in relation to the implementation of the Safe Reduction of Looked After Children Strategy.	12.11.19	Social Services – 28.11.19	N/A
Adult Safeguarding Performance Information	Alyson Hoskins / Andrew Day	Monitoring To receive Safeguarding Performance information relating to Adult Services.	12.11.19	Joint Safeguarding – 02.12.19	N/A
Safeguarding Performance Information Social Services and Education (Quarter 1 and Summer Term)	Damien McCann/ Lynette Jones	Monitoring To provide Members with Safeguarding Performance and Self-Evaluation information.	12.11.19	Joint Safeguarding – 02.12.19	N/A
INFORMATION ITEMS					
Review of Supporting People and Community care Contracts and Commissioning Update	Andrew Day	Information To provide Members with performance information on commissioned services in Blaenau Gwent for the year 2018/19.	12.11.19	Social Services – 28.11.19	N/A
Litter and Dog Control Offences Annual report	Dave Thompson / Andrew Long	Information Annual update on the Fixed Penalty Notice enforcement activities for littering and dog control offences to cover year 2018/19.	08.10.19	Community Services – 11.11.19	N/A
Six Monthly Report of the Director of Social Services – Quarters 1 and 2	Damien McCann	Information To update Members on the effectiveness of the services delivered by Social Services through a six monthly monitoring report. The report has been developed in line with the requirements of the Social Services and Well-being (Wales) Act 2014.	12.11.19	Social Services – 28.11.19	N/A
Management of Pupil Places	Lynn Phillips /	Information	22.10.19	Education and Learning	N/A

Report Title	Lead Officer	Purpose of report	CLT Sign Off Date	Scrutiny Meeting Date	Council Meeting Date
and the School Estate 2018/19	Claire Gardner	To provide Members with information on the management of pupil places and the school estate, throughout the 2018/19 academic session.		– 06.11.19	
School Attendance	Gavin Metheringham / Lisa Adams	Information To provide Members with information on the performance of Blaenau Gwent Council and the associated outcomes, whilst recognising how this monitoring can inform key strategic priorities.	19.11.19	Education and Learning – 04.12.19	N/A
Youth Service Performance	Lynn Phillips / Joanne Sims	Information To provide members with information on the performance and impact of the Youth Service comparing with the latest Welsh Government benchmarking data.	08.10.19	Education and Learning – 06.11.19	N/A

COUNTY BOROUGH OF BLAENAU GWENT

REPORT TO: **THE LEADER AND MEMBERS OF EXECUTIVE COMMITTEE**

REPORT SUBJECT: **GRANTS TO ORGANISATIONS – 13th November 2019**

REPORT AUTHOR: **RHIAN HAYDEN**

**LEAD OFFICER/
DEPARTMENT** **CHIEF OFFICER RESOURCES,
RESOURCES**

BRYNMAWR

Brynmawr Ward – Councillor L. Elias

- | | | |
|----|---------------------|-----|
| 1. | Brynmawr SOTS Group | £50 |
| 2. | Brynmawr Dragons FC | £50 |

Brynmawr Ward – Councillor J. Hill

- | | | |
|----|----------------------------------|------|
| 1. | Brynmawr Town Centre Partnership | £100 |
|----|----------------------------------|------|

EBBW VALE

Badminton Ward – Councillor C. Meredith

- | | | |
|----|---|------|
| 1. | Blaenau Gwent Otters | £100 |
| 2. | Gwent Valley Integrated Activities Club | £100 |
| 3. | Ebbw Vale Christmas Lights | £100 |
| 4. | Ebbw Vale Business Forum (Toilet Fund) | £50 |
| 5. | Garnlydan AFC Juniors | £50 |
| 6. | Glanffrwyd Allotments | £50 |

Cwm Ward – Councillor D. Bevan & G. Davies

- | | | |
|----|------------------------------|------|
| 1. | Cwm Christmas Lighting Group | £200 |
|----|------------------------------|------|

Rassau Ward – Councillor G. A. Davies

- | | | |
|----|-------------------------------------|------|
| 1. | Blaenau Gwent Food Bank | £200 |
| 2. | Chair of the Council Charity Appeal | £100 |

Ebbw Vale South Ward – Councillors J. Millard & K. Pritchard

- | | | |
|----|-----------------------------------|------|
| 1. | Ebbw Vale Junior Netball Club | £100 |
| 2. | Ebbw Vale Works Museum | £100 |
| 3. | Ebbw Vale Wheelchair Sports Club | £100 |
| 4. | Ebbw Vale Business Forum | £200 |
| 5. | Ebbw Vale Christmas Lights Appeal | £200 |
| 6. | Zion Baptist Church Craft Group | £100 |
| 7. | RTB Junior 2018 | £100 |
| 8. | Blaenau Gwent Nature Group | £100 |
| 9. | Glyn Ebwy FC | £100 |

TREDEGAR

Sirhowy Ward – Councillor B. Thomas

- | | | |
|----|------------------------------|------|
| 1. | Blaenau Gwent Otters | £50 |
| 2. | Sirhowy Valley Woodlands | £50 |
| 3. | Ebenezer Independent Chapel | £100 |
| 4. | St Georges Church | £100 |
| 5. | Ystrad Deri Community Centre | £200 |
| 6. | Sirhowy Community Centre | £200 |
| 7. | Nantybwich Community Centre | £100 |
| 8. | Sirhowy Senior Citizens | £200 |
| 9. | Liam James Davies | £100 |

CHIEF OFFICER RESOURCES

Agenda Item 8

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**

Date of meeting: **13th November 2019**

Report Subject: **Charter of Common Agreement between the Community and Town Councils and Blaenau Gwent County Borough Council**

Portfolio Holder: **Councillor Nigel Daniels, Leader / Executive Member Corporate Services**

Report Submitted by: **Bernadette Elias, Head of Governance & Partnerships and David Arnold, Policy Officer**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
	15.10.19	30.10.19				13.11.19		

1. Purpose of the Report

The purpose of this report is to present the new Charter of Common Agreement between the Blaenau Gwent County Borough Council (BGCBC) and each of the four Community and Town Councils (CTCs) for approval.

2. Scope and Background

- 2.1 In October 2018, the Welsh Government published an [Independent Review on CTCs in Wales](#). Amongst its recommendations was for working relationships between CTCs and county borough councils to be strengthened further, as well as for CTCs to play a role in improving well-being for the benefit of future generations.
- 2.2 The previous Charter of Common Agreement between BGCBC and each of the four CTCs was last reviewed before the introduction of the Well-being of Future Generations (Wales) Act 2015 (WBFGA). The Independent Review published in October 2018 therefore presented a good opportunity for the Charter to be refreshed in line with the WBFGA and to ensure it remains fit for purpose.
- 2.3 Progress towards agreeing a revised Charter of Agreement and refreshed working arrangements has been positive. Each CTC has bought in to the principle of acting in line with the WBFGA and committing seven well-being goals and its five ways of working. This provided the basis of the discussions at three workshops which were organised to progress the development of the new Charter.
- 2.4 The Charter is designed to build on existing best practice and embrace the shared principles of openness, respect, honesty and common priority of putting citizens at the centre. It sets out how BGCBC and each CTC aim to

work together towards our collective long-term goals in a collaborative, preventative and integrated way, particularly in relation to the WBFGA as well as:-

- Ethics
- Local governance and information
- Consultation
- Land use planning
- Budget setting
- Practical support
- Monitoring and reviewing the Charter

2.5 The refreshed Charter of Common Agreement attached at Appendix A has now been approved by all four CTCs and endorsed by the Quarterly Liaison Committee (QLC) at its meeting in September 2019.

3. **Options for Recommendation**

3.1 1) Executive is invited to approve the new Charter of Common Agreement between BGCBC and the four CTCs attached at Appendix A, which was approved by the CTCs and endorsed by QLC members in September 2019.

3.2 2) Executive is invited to provide specific further comments prior to the approval of the new Charter of Common Agreement

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 The Charter of Common Agreement aligns to the Council's Well-being objectives and the Corporate Plan and also supports delivery of the Blaenau Gwent Well-being Plan.

5. **Implications Against Each Option**

5.1 ***Impact on Budget (short and long term impact)***

There are no financial implications arising directly from this report.

5.2 ***Risk including Mitigating Actions***

There is a reputational risk for the Council if the Charter of Common Agreement is not approved, as well as a risk of the Council not maximising opportunities to work with CTCs effectively through an agreed Charter.

5.3 ***Legal***

In 2007 the Welsh Government published a Local Government Policy Statement "A Shared Responsibility" which set out the expectations of Local Authorities and the support that the Welsh Government aimed to provide. It focused on:

- ensuring that public services are centred on the needs and experiences of citizens;
- encouraging specialisation and economies of scale to be achieved through cross boundary collaboration; and

- encouraging integration and responsiveness to the diverse needs of citizens to be achieved through cross sector collaboration.

In response to this policy statement, a joint guidance document “A Shared Community - Relationship Building and Charters for Unitary Authorities and Community and Town Councils” was released in 2008 by the Welsh Local Government Association (WLGA), One Voice Wales and the Welsh Government.

The focal point of the guidance is the emphasis on establishing formal relationships between county borough councils and CTCs by agreeing a Charter of Common Agreement.

5.4 ***Human Resources***

The relationship management and liaison between the Council and each of the four CTCs has moved under the remit of the Head of Governance and Partnerships. The Policy Team now lead on the liaison arrangements with CTCs.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

To support the implementation of the new Charter, a CTC Clerks Forum was established. This Forum enables CTC clerks to meet regularly to share issues and best practice, as well as raise matters for consideration in advance of QLC meetings.

Arrangements have been strengthened to ensure an appropriate strategic agenda for the QLC meetings, whilst additional support for CTCs such as a practical briefing session on the My Services BGCBC app is being arranged.

Positive feedback from the CTCs has been received regarding the new working arrangements and the collaborative way in which the new Charter was developed.

6.2 ***Expected outcome for the public***

Maintaining good, collaborative working relationships between BGCBC and the CTCs in line with the WBFGA will increase accountability amongst partners and improve outcomes for the public by protecting and enhancing the social, economic and environmental well-being of Blaenau Gwent in ways that are sustainable for current and future generations.

6.3 ***Involvement (consultation, engagement, participation)***

The revised Charter of Common Agreement has been developed through a period of consultation and engagement with the CTCs, ensuring Clerks and CTC members’ participation in the process.

6.4 ***Thinking for the Long term (forward planning)***

Putting robust collaborative arrangements in place through the Charter will enable all partners to work together to balance short-term needs with the need to safeguard the ability to meet long-term objectives. The monitoring and

review procedures built into the revised Charter will enable partners to ensure that the joint commitments remain appropriate and relevant in the long-term.

6.5 Preventative focus

The preventative nature of the joint commitments within the new Charter is expected to improve working relationships amongst all partners.

6.6 Collaboration / partnership working

BGCBC together with Abertillery & Llanhilleth Community Council, Brynmawr Town Council, Nantyglo & Blaina Town Council, Tredegar Town Council, as well as any newly established CTC(s) since the inception of this revised Charter, are all partners committing to work together collaboratively within the Charter of Common Agreement.

6.7 Integration(across service areas)

The commitments set out in the revised Charter foster and encourage a coordinated, integrated and collaborative approach across the Council and each of the CTCs.

6.8 EqIA(screening and identifying if full impact assessment is needed)

An EqIA screening exercise been undertaken, with no adverse impacts on people with protected characteristics identified.

7. Monitoring Arrangements

As set out in the Charter of Common Agreement, a review will be undertaken jointly by all partners (BGCBC and the CTCs) once during each Council term, or more often as appropriate if deemed necessary. The partners will conduct this review and develop an annual progress report against the commitments within the Charter and presented to an appropriate QLC meeting.

Background Documents /Electronic Links

- **Appendix A – 2019 Charter of Common Agreement between the Community and Town Councils and Blaenau Gwent County Borough Council**
- [Independent Review Panel on Community and Town Councils in Wales Final Report \(October 2018\)](#)

CHARTER OF COMMON AGREEMENT BETWEEN THE COMMUNITY AND
TOWN COUNCILS OF: ABERTILLERY AND LLANHILLETH; BRYNMAWR;
NANTYGLO; AND BLAINA AND TREDEGAR

WITH

BLAENAU GWENT COUNTY BOROUGH COUNCIL

Preface

This is the Charter for Blaenau Gwent County Borough Council working together with the Community and Town Councils of Abertillery & Llanhilleth, Brynmawr, Nantyglo & Blaina, and Tredegar as Partners.

It is designed to build on existing good practice and embrace the shared principles of openness, respect for each other's opinions, honesty and common priority of putting citizens at the centre.

The Charter has been reviewed in 2019 to reflect the Wellbeing of Future Generations Act 2015 and is based upon the principles of the 5 Ways of Working as set out in the Act. It is a set of guiding principles for how we will work together towards our long-term goals in a collaborative, preventative and integrated way.

Partners to the Charter

Partners as referred to in this document are defined as:-

Abertillery and Llanhilleth Community Council;
Brynmawr Town Council;
Nantyglo and Blaina Town Council;
Tredegar Town Council; and
any newly established CTC(s) since the inception of this Charter

with

Blaenau Gwent County Borough Council

ETHICS

Partners will provide an ethical service to local people, following the appropriate standards and codes of conduct in an ethical partnership working environment. We accept the legitimacy and benefits of partnership working whilst at the same time recognising and respecting each other's roles. We aim to work together as a partnership of equals rather than tiers.

Blaenau Gwent County Borough Council	Community and Town Councils
The appointed Monitoring Officer will remain a point of contact for community and town councils in the consideration of matters relating to the application of the Members Code of Conduct where relevant.	Councillors shall act in an appropriate manner under the Code of Conduct and will provide all such information as required by the Ombudsman or Monitoring Officer to enable them to carry out their role effectively.
Aim to work together for the benefit of local communities whilst recognising and retaining our respective responsibilities as autonomous, democratically elected statutory bodies.	Aim to work together for the benefit of local communities whilst recognising and retaining our respective responsibilities as autonomous, democratically elected statutory bodies.

LOCAL GOVERNANCE & INFORMATION

All Partners to the Charter will be clear about the expectations that they have of each other and the expectations placed upon them in order to facilitate good working relationships. We will define the way in which we interact with each other and clear about the role of councillors at all levels in the relationship and in community leadership. Timely, clear, relevant information and communication fosters good relationships and better joint working for the benefit of local people.

Blaenau Gwent County Borough Council	Community and Town Councils
Facilitate quarterly community and town council liaison meetings and ensure that copies of agendas, minutes and reports are circulated to Clerks.	Contribute towards the agenda for Quarterly Liaison Committee meetings through the agreed Agenda Item Request Form
The Leader, Deputy Leader and Executive Members will attend the quarterly liaison meetings along with any relevant BGCBC officers	Nominate three Councillor representatives from each council to attend the Quarterly Liaison Committee meetings in addition to the Clerks.
Will provide the names and contact details for all County Borough Councillors, Wider Corporate Leadership Team and the community and town council liaison officer(s).	Will provide the names and contact details for all community and town council Mayors, Deputy Mayors, Councillors, and Clerks.
BGCBC Councillors and/or officers to be invited to attend joint committee of community and town council meetings as relevant.	Facilitate a joint committee of community and town councils including representatives of each community and town council to consider local issues, and invite BGCBC councillors / officers to be invited to attend as relevant.
Make community and town councils aware of where public copies of committee agenda papers, minutes and dates are available on the council website.	Make BGCBC aware of where public copies of council reports and minutes are available on the community and town council websites.

CONSULTATION

All Partners recognise the importance of meaningful consultation.

Blaenau Gwent County Borough Council	Community and Town Councils
Will undertake duty to consult community and town councils on statutory matters as directed in the specific legislation relating to county borough consultation.	Will respond to statutory consultations in a timely manner through the agreed processes, addressing the key issues clearly.
Will consult community and town councils on significant place-based issues that impact on their specific geographical area.	Will respond to consultation opportunities relating to specific place-based issues that might impact upon the local area in a timely manner through the agreed processes, addressing the key issues clearly.
Provide a written explanation on request if consultation is not possible or has not taken place in exceptional circumstances	Acknowledge that in some circumstances the timescales for responding to certain consultations will be imposed on BGCBC externally so consultation periods may occasionally be very short or in rare cases unfeasible.

WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015

Effective partnership working brings benefits and includes responsibilities for all those involved. Local government at both tiers should work together to promote the social, economic and environmental wellbeing of our area in ways that are sustainable for current and future generations.

This can be achieved by embedding the 5 Ways of Working set out in the Act into this Charter:

- **Collaboration** – acting collaboratively with partners to help each other promote wellbeing objectives
- **Long-Term** – the importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs
- **Involvement** – the importance of involving each other in achieving wellbeing goals, ensuring that those represented reflect the diversity of the area
- **Prevention** – understanding how acting to prevent problems occurring or getting worse can help public bodies meet wellbeing objectives
- **Integration** – considering how public bodies' wellbeing objectives may impact on their other objectives and the objectives of other public bodies.

Partners recognise the importance of the 'Blaenau Gwent We Want' Wellbeing Plan as the overarching strategic vision for the social, economic, environmental wellbeing of the area. Partners also recognise that the Plan can only be implemented effectively through partnership working and being informed by grass roots experiences from within our local communities.

The five objectives of the Wellbeing Plan developed through extensive engagement with local communities to reflect the Blaenau Gwent We Want:

- The best start in life for everyone;
- Safe and friendly communities;
- To look after and protect the natural environment;
- To forge new pathways to prosperity;
- To encourage healthy lifestyles.

Blaenau Gwent County Borough Council	Community and Town Councils
Will commit to embed the 5 Ways of Working into joint working arrangements with community and town councils.	Will commit to embed the 5 Ways of Working into joint working arrangements with BGCBC.
Will involve community and town councils in the engagement and involvement work in supporting the development and implementation of the Wellbeing Plan.	Will consider opportunities for developing local community and town council wellbeing action plans where relevant and support the objectives in line with the BG Wellbeing Plan.

Blaenau Gwent County Borough Council	Community and Town Councils
Will share the annual progress report of the Blaenau Gwent We Want Plan.	Where possible, will provide any information as relevant to inform the annual Wellbeing Plan progress report and engage with their communities regarding how local programmes could align with the delivery of the BG Wellbeing Plan.
Will work with community and town councils to protect local biodiversity and the natural environment through sustainable practices	Will work with BGCBC to protect local biodiversity and the natural environment through sustainable practices

LAND USE PLANNING

Community and town councils know and understand their local area and must be able to comment effectively on planning matters. BGCBC takes an overview of the needs of the whole local area and makes strategic decisions, taking local views into account.

Blaenau Gwent County Borough Council	Community and Town Councils
Will uphold its statutory duty to consult with community and town councils on all planning applications in their communities	Will make appropriate responses to BGCBC recognising the parameters imposed by planning law and agreed planning policy.
Will invite representatives from community and town councils to attend (without voting rights) Planning Committee and fact-finding meetings relating to planning applications in their area.	Will ensure that Councillors receive adequate training on planning law and policy.
Will ensure that community and town councils receive copies of decisions relating to planning applications in their area on request.	Will progress any further clarification on planning decisions with relevant BGCBC council staff, whilst maintaining an objective approach to planning matters at all times.

BUDGET SETTING

Partners recognise the need for clarity and transparency in financial arrangements. In developing and implementing financial arrangements, relevant national, regional and local priorities will be taken into account.

Blaenau Gwent County Borough Council	Community and Town Councils
In setting the council's budget, will consult CTCs by holding a special Liaison Committee meeting focussing on the budget setting process	Will participate in BGCBC's budget setting consultation process and share the community and town council annual precepts once set.

PRACTICAL SUPPORT

Partners should ensure that all elected members and officers must be well-trained and have the support they need in order to carry out their roles effectively.

Blaenau Gwent County Borough Council	Community and Town Councils
Will explore options for the provision of training, development and shared learning to benefit all Partners, including through One Voice Wales and others where relevant.	Will explore options for the provision of training, development and shared learning to benefit all Partners, including through One Voice Wales and others where relevant.
Support the development of a network for CTC Clerks with appropriate Terms of Reference.	Support the development of a network for CTC Clerks with appropriate Terms of Reference.

MONITORING AND REVIEW

This Charter will be reviewed by all Partners once during each Council term, or more often as appropriate if deemed necessary. The Partners will conduct this review and develop an annual progress report against the commitments within the Charter.

Blaenau Gwent County Borough Council	Community and Town Councils
Will arrange for the Charter to be reviewed by the community and town councils liaison committee when appropriate.	Will actively contribute to the review of the Charter.
Will facilitate the development of an annual progress report against the commitments within the Charter.	Will actively contribute to the development of an annual progress report against the commitments within the Charter.

CHARTER OF COMMON AGREEMENT BETWEEN THE COMMUNITY AND
TOWN COUNCILS OF ABERTILLERY AND LLANHILLETH; BRYNMAWR;
NANTYGLO AND BLAINA; AND TREDEGAR

WITH

BLAENAU GWENT COUNTY BOROUGH COUNCIL

Blaenau Gwent County Borough Council _____ Leader

Abertillery & Llanhilleth
Community Council _____ Chair

Brynmawr Town Council _____ Mayor

Nantyglo & Blaina Town Council _____ Mayor

Tredegar Town Council _____ Mayor

Dated:

This page is intentionally left blank

Agenda Item 9

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**
Date of meeting: **13th November 2019**
Report Subject: **Time Off For Reservists Policy**
Portfolio Holder: **Councillor Nigel Daniels, Leader / Executive Member Corporate Services**
Report Submitted by: **Andrea J. Prosser – Head of Organisational Development**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
x	x	30.10.19				13.11.2019	12.12.2019	

1. Purpose of the Report

- 1.1 The purpose of this report is to seek endorsement from the Executive Committee to introduce a new policy for the Authority for Time off for Reservists (Appendix 1).

2. Scope and Background

- 2.1 The Defence Employer Recognition Scheme (ERS) encourages employers to support defence and inspire others to do the same. The scheme encompasses bronze, silver and gold awards for employer organisations that pledge, demonstrate or advocate support to defence and the armed forces community, and align their values with the Armed Forces Covenant.
- 2.2 Providing support for reservists, including leave for training is an important element of the Silver Award - the Council does currently make provision for this in its Schedule of Leave of Absence. The Council has been granted silver award status pending the formal introduction of the proposed policy.
- 2.3 Blaenau Gwent County Borough Council (BGCBC) is a signatory to the Armed Forces Covenant, launched in 2011 by the UK government, to promote and support the Armed Forces Community.
- 2.4 BGCBC is also the lead organisation in delivering on the Armed Forces Covenant at a local level. The Armed Forces Steering Group is the delivery body. Administrative support comes via the Policy and Partnerships team. The Steering group is chaired by Cllr Brian Thomas, Armed Forces Champion.

3. Options for Recommendation

3.1 Option 1

Support the implementation of a Time Off for Reservists Policy by endorsing the proposed policy.

3.2 Option 2

Suggest amendments to the proposed policy for implementation.

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 The other four Gwent authorities have all already achieved the Silver Award (as have many other Welsh local authorities and other public bodies) and Newport and Caerphilly have now achieved the Gold Award in 2019.

5. **Implications Against Each Option**

5.1 **Impact on Budget**

Each department will need to consider any time off for Reservists and the costs of any cover arrangements. BGCBC currently has 1 member of staff registered as a reservist. Therefore, current cost implications are limited.

5.2 **Risk**

Failure to implement the attached policy will prevent BGCBC from achieving the Silver Award

5.3 **Legal**

This information is contained within the attached policy.

5.4 **Human Resources**

Benefits of Reservist Training:

- World-Class transferrable training – paid for by Department for Defence
- Employees gain accredited, transferable skills
- Enhanced recruitment and employee retention
-

Reservist training leave has to be formally requested as far in advance as possible, the Council will try to allow leave wherever service needs allow. There is currently one member of staff who acts as a reservist.

6. **Supporting Evidence**

6.1 **Performance Information and Data**

This information is contained within the attached policy.

6.2 **Expected outcome for the public**

This information is contained within the attached policy.

6.3 **Involvement** (consultation, engagement, participation)

Meetings have taken place with the Regional Armed Forces Coordinator who has confirmed the policy is in line with the vision of the Gwent and South Wales authorities.

6.4 **Thinking for the Long term (forward planning)**

This information is contained within the report.

6.5 **Preventative focus**

N/A

6.6 **Collaboration / partnership working**

N/A

6.7 **Integration (across service areas)**

N/A

6.8 **EqIA**

This policy is reactive in nature and the Ministry of Defence will be making decisions on who is called for service or training and when. Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place. EqIA attached at Appendix 2.

7. **Monitoring Arrangements**

7.1 Managers will be required to monitor all Reservist arrangements when either deployed or required to attend training.

Background Documents /Electronic Links

Appendix 1 –Time Off for Reservists Policy

Appendix 2 – EqIA

This page is intentionally left blank



Cyngor Bwrdeistref Sirol

Blaenau Gwent

County Borough Council

Time Off For Reservists Policy



ORGANISATIONAL DEVELOPMENT DIVISION

Issued: xx Review: xx

CONTENTS

1. INTRODUCTION	4
2. WHAT THE POLICY COVERS.....	4
3. GUIDING PRINCIPLES	4
4. RESERVIST MOBILISATION	4
5. APPEALS FOR EXEMPTION OR DEFERRAL	5
6. RESERVISTS' RIGHTS DURING MOBILISATION	5
7. RESERVISTS' DEMOBILISATION.....	5
8. FINANCIAL ASSISTANCE	7
9. AFTERCARE	8
10. FURTHER INFORMATION	8
11. REVIEW OF THE SCHEME	8
APPENDIX 1: PROCESS FLOWCHART	9

NOTES

This scheme has been developed on a corporate basis but the operational requirements of schools have been taken into consideration. The scheme is recommended to Governing Bodies for adoption. Support in managing issues in relation to the subject matter of this scheme can only be offered to schools where LEA recommended policies and procedures have been adopted and in line with any Service Level Agreement with Organisational Development (OD) in force at the time.

GLOSSARY

Regular Reservists are former full-time members of the Armed forces. They may still be liable for call out for a number of years after their military service has ended, depending on their age, length of original service and the skills they have.

Volunteer Reservists are made up of civilians who accept an annual training commitment and are called out to supplement the Regular Forces whenever Operational demands require it. If they're mobilised they'll carry out the same roles to the same high standards as their Regular counterparts. They also receive the same training and develop the same skills.

Standard Volunteer Reservists, although Volunteer Reservists train over many years for active duty, they are only mobilised when absolutely necessary. In most circumstances, the Ministry of Defence (MoD) uses 'Intelligent Selection', which is the process of identifying willing and available individuals for specific appointments. This includes consulting with the Reservist's employer.

All Volunteer Reservists make a serious commitment to training. For the majority of them, this is around 30 days a year, made up of some midweek evenings, some weekends and one 15-day continuous training period (Annual Camp).

Full-Time Reserves (FTRS) gives Reservists the opportunity to apply for a full-time post for a fixed period (this is different from mobilisation).

Additional Duties Commitment (ADC) gives Reservists the opportunity to undertake part time work with the Armed Forces. This could be with a Regular or Reserve Unit, but it's more likely to be within a headquarters establishment. ADCs sometimes form part of a job-sharing arrangement. The minimum commitment is 13 weeks - at least one day a week throughout this period.

High Readiness Reserves have specific skills which the Armed Forces may occasionally need but at short notice. Reservists have to volunteer for High Readiness status, and if they have a full time job (or work more than two days a week) they will also need to have the written consent of their employer. This consent takes the form of an agreement that is renewed annually. If they are mobilised, an HRR can be asked to serve for up to nine months.

Sponsored Reserves enables the MoD to enter into a defence contract on condition that an agreed proportion of the contractor's workforce has a Reserve liability. These Reservists can be trained and called out to undertake the contracted task as members of the Armed Forces.

Mobilisation is the process of calling reservists into full-time service to serve alongside the Regular Armed Forces on operations. All Reservists are committed to the possibility of being mobilised if necessary. They are normally required to serve abroad but it is possible they would be needed to serve the UK, for example in the event of a national emergency.

1. INTRODUCTION

This policy sets out how the Council/School supports staff who are reservists. The reserve forces include the Royal Naval Reserve, Royal Marines Reserve, Army Reserve and Royal Air Force Reserves.

The Council/School recognises that many of the skills that reservists gain during their training are transferable to the workplace. The Council/School will assist reservists as far as possible, for example by taking into account unusual leave requirements or the need to amend working patterns.

This policy must be cross-referenced with all other relevant Council/School [policies](#).

2. WHAT THE POLICY COVERS

All applications for reserve forces' leave are to be made under the provisions of this policy. A process flowchart is attached as [appendix 1](#).

3. GUIDING PRINCIPLES

Reservists are required to inform the Council/School that they are a member of the Reserve Forces and the specific force that they belong to. Each leave year, full time employees who are reservists will be given 15 days (111 hours), pro rata for part time employees, extra paid leave to help them meet their commitments to the reserve forces. The reservist should make the request under the Leave of Absence Scheme ([see appendix 2](#)), to their Line Manager/Headteacher stating the leave is for "Military training". While the Council/School will do its best to accommodate any requests to use this extra leave, the Council/School cannot guarantee that reservists extra leave requests will be given priority. To avoid reservists being unable to take time off when needed, they must apply for this extra leave as soon as possible after they are informed that they need to take time off.

This offer is available only to employees who provide evidence that they need to take the time off as a reservist (for example, a letter from their Commanding Officer) when booking their leave. The offer cannot be used for days when the reservist is not undertaking reservist activities or to recover from the physical demands of a weekend away with the reserve forces.

All leave dates must be approved in advance by the reservist's Line Manager/Headteacher.

4. RESERVIST MOBILISATION

Each of the Reserved Forces follows a strict procedure when mobilising reservists. This includes notifying the Council/School and the reservist of the date when they are required to report for duty and a period of pre-mobilisation training.

The Ministry of Defence (MoD) aims to give a least 28 days' notice of mobilisation, although for operational reasons it can sometimes be less. There is no statutory requirement for a minimum period of mobilisation.

On being called up, the reservist should inform their Line Manager/Headteacher. The Council/School will also receive an information pack, which sets out the date and possible

duration of mobilisation as well as their statutory rights, obligations and how to apply for financial assistance. Both the reservist and the Council/School have the right to apply for an exemption or deferral mobilisation under certain exceptional circumstances.

5. APPEALS FOR EXEMPTION OR DEFERRAL

The Council/School recognises that under the Reserve Forces (Safeguard of Employment) Act 1985, if it believes that the reservist's absence on military service is likely to do "serious harm" to the Council/School, it may apply for an exemption or deferral of mobilisation. The Council/School recognises that the criteria for exemption or deferment from being mobilised are strict and will seek exemption or deferral only in exceptional circumstances. The application for exemption is required to be made by the Head of Service/Headteacher.

The Council/School's application must be submitted to the relevant Adjudication Officer (the person specified in the call-out notice or the Adjudication Officer at the mobilisation centre) within the period of seven days immediately following the date of the employee's receipt of the mobilisation process.

6. RESERVISTS' RIGHTS DURING MOBILISATION

There is no requirement for the Council/School to pay the reservist during their absence on military operations. During this period the reservist receives service pay from the MoD, along with a standard award to make up any difference (up to the statutory limit) between their service pay and normal average weekly earnings.

The reservist who is called up is entitled to remain a member of their occupational pension scheme. Provided that they agree to continue to pay their own contributions, the MoD will pay the employer contributions that the Council/School would have made.

If the reservist's mobilisation commences or ends part way through the annual leave year then the annual leave entitlement for that year will be calculated on a pro-rata basis.

7. RESERVISTS' DEMOBILISATION

Before returning home, reservists will undergo a process of 'winding down' with their unit in a controlled environment for up to four days. Here, they will be given time to relax as well as receive a series of briefings to help prepare them for civilian life.

These include:

- An update on media coverage of the conflict they have been involved in, so they know what people at home have heard about it.
- A presentation on Post Traumatic Stress Disorder by specially trained medical staff, and the opportunity for one-to-one interviews.

Once a reservist arrives back in the UK, they will be taken to their demobilisation centre, where the process of reintegration continues. As well as all the necessary postoperative administration procedures, such as handing back their uniform, they will undergo a series of medical assessments, and receive further briefings on stress, their return to work, welfare

guidance and advice. One-to-one and specialist sessions are available throughout their remaining time in service, and can continue for as long as needed.

They will then be formally demobilised and free to start their post-operational leave. All Reservists are entitled to a period of leave and will continue to be paid by the MoD during this time. (This usually works out at an average of around 30 days including any amount of annual leave they have built up during deployment.) Post-operational leave allows the reservist to fully readjust and prepare for civilian life.

Regular contact with their employer during their post-operational leave will help ease their transition back to work. Most reservists find it useful if Managers and colleagues are kept informed during this period, and to have an informal interview with their Line Manager/Headteacher on their return. This will give an opportunity to talk about their experiences and to update them on any key changes within the Council/department.

Regardless of the length of the military action, the mobilised reservist has the right to be reinstated in their former job within six months of demobilisation and, on the terms and conditions that are no less favourable than those that would have been in place prior to being called up.

The Council has an obligation to reinstate the post holder into employment at the first opportunity once notified of their availability. The employee should be reinstated into the post in which they were employed prior to the call up, and on terms and conditions comparable to those, which would have applied had there been no call out, unless not reasonable and practical. Heads of Service will need to evidence why they are unable to reinstate the reservist to their former job.

Reservists can be included on the Redeployment List, if necessary, due to them not being able to return to their previous post. Reservists can only be considered for redundancy purposes where there is a service review/restructure, or departmental need. Redundancy criteria should not discriminate against Reservists on the grounds of their Reserve service or call-up liability.

A Reservist's employment cannot be terminated on the grounds of their military duties or their liability to be mobilised. To do so would be a criminal offence under s.17 of The Reserve Forces (Safeguarding of Employment) Act 1985.

If a reservist is not happy with the offer of alternative employment they must write to the Head of Organisational Development stating why there is reasonable cause for them not to accept it. If a reservist believes that the Council/School's response to their application denies their rights under the Reserved Forces (Safeguard of Employment) Act 1985, an application can be made to an external body called the "Reinstatement Committee" for assessment. Consideration will be given to the reservist's application and, if accepted, can make an order for reinstatement and/or compensation.

If the Council/School wishes to appeal against a Reinstatement Committee's decision they can make a further appeal.

To exercise the right to be reinstated, the reservist must write to the Council/School no later than the third Monday after demobilisation confirming their intention to return to work within the following 13 weeks. The initial 13-week period may be renewed for a further 13 weeks if circumstances such as illness or injury prevent the reservists return during the initial period. However, the reservist forfeits their right to return to the Council/School if they fail to do so within 26 weeks of demobilisation.

Once the reservist has been reinstated, the Council/School will continue to employ them in that same occupation if possible and on the same terms and conditions for:

- A minimum of 13 weeks following reinstatement, if the employee was employed for less than 13 weeks prior to mobilisation.
- 26 weeks following reinstatement, if employed for more than 13 weeks but less than 52 weeks prior to mobilisation.
- 52 weeks following reinstatement, if the reservist had been employed for a consecutive period of at least 52 weeks prior to mobilisation.

The continuity of the reservist's period of employment is not broken by a period of compulsory or voluntary mobilisation, if they are reinstated in their former post within six months of demobilisation.

When calculating the employee's total period of continuous employment, the Council/School will discount the number of days falling in the period between the day on which the reservist is called up for military operations and the day prior to their return to work.

For example, if a reservist was called up for duty in January 2019 for 52 weeks and prior to their call up they had 4 years 26 weeks service. When they return to work in January 2020, they are reinstated to their former post. They still only have 4 years and 26 weeks' continuous service.

8. FINANCIAL ASSISTANCE

Financial assistance for employers in the event of an employee who is a Reservist being mobilised (financial assistance is not provided for the 15 days of training) is governed by the Reserve Forces (Call out and recall) (Financial Assistance) Regulations 2005 (as amended March 2015). These cover additional costs above the normal earnings of the called-up Reservist associated with replacing that employee. There are 3 types of award available:

One-off costs

- Agency fees, if a recruitment agency or employment agency is used to find a temporary replacement; or Advertising costs.
- No financial cap on claims, but any claim must be supported by relevant documentation.
- Handover costs of five days before mobilisation and five days on return to work (subject to the daily cap on the claim which is the employees daily pay rate plus £110 (per day).
- Specialist Clothing costs, up to 75% (to a maximum of £300) for purchasing specialist clothing for a person who replaces a Reservist during a period of mobilisation.
- Training costs up to £2000 of the costs of training necessary for a Reservist's replacement during mobilisation, to ensure that they are as effective as possible in the role.

Recurring costs

- Overtime costs, if other employees work overtime to cover the work of the Reservist [by the amount that such costs exceed earnings of the Reservist].
- Costs of temporary replacement [by the amount that such costs exceed earnings of the Reservist].

The maximum claim available is £110 per day (£40,000 per annum). Claims can be made for every normal working day that the Reservist is away on service. An application for one-off costs and recurring costs must be made within 4 weeks of the end of full time Reservist service.

Training award

If a returning Reservist has to undertake additional training as a direct result of their mobilisation (routine training excluded), then the Council/School can make an application for the financial assistance.

9. AFTERCARE

When a reservist returns to work, it is crucial that the department ensures a smooth re-integration into the workplace/team. This will require consideration of:

- The need to update on changes and developments in the Service Area/Council.
- The need to offer specific refresher training where it is sought/considered necessary.
- Where the job duties have changed since mobilisation a period of skills training may be required to assist with new aspects of the job.
- Reasonable time off to seek therapeutic treatment if required.

In order to support the reservist back into the workplace, the department may need to implement supportive measures, and a referral to Occupational Health may be necessary. For further guidance, please seek advice from Organisational Development, in line with relevant Council/School policies.

In addition, further sources of guidance and information can be obtained from the following:

- Your Reservist's chain of command - Unit Admin, Welfare, Pastoral and Medical Staff
- Navy Personal and Family Service and Royal Marines Welfare (www.rncom.mod.uk)
- Army Welfare Services (www.army.mod.uk/welfare-support)
- Forces Help RAF (www.rafcom.co.uk)
- Veterans and Reserves Mental Health Programme (in partnership with the NHS referred via GP) 0800 032 6258
- Veterans UK (www.veterans-uk.info)
- Confederation of Service and Ex Service Organisations (www.cobseo.org.uk)

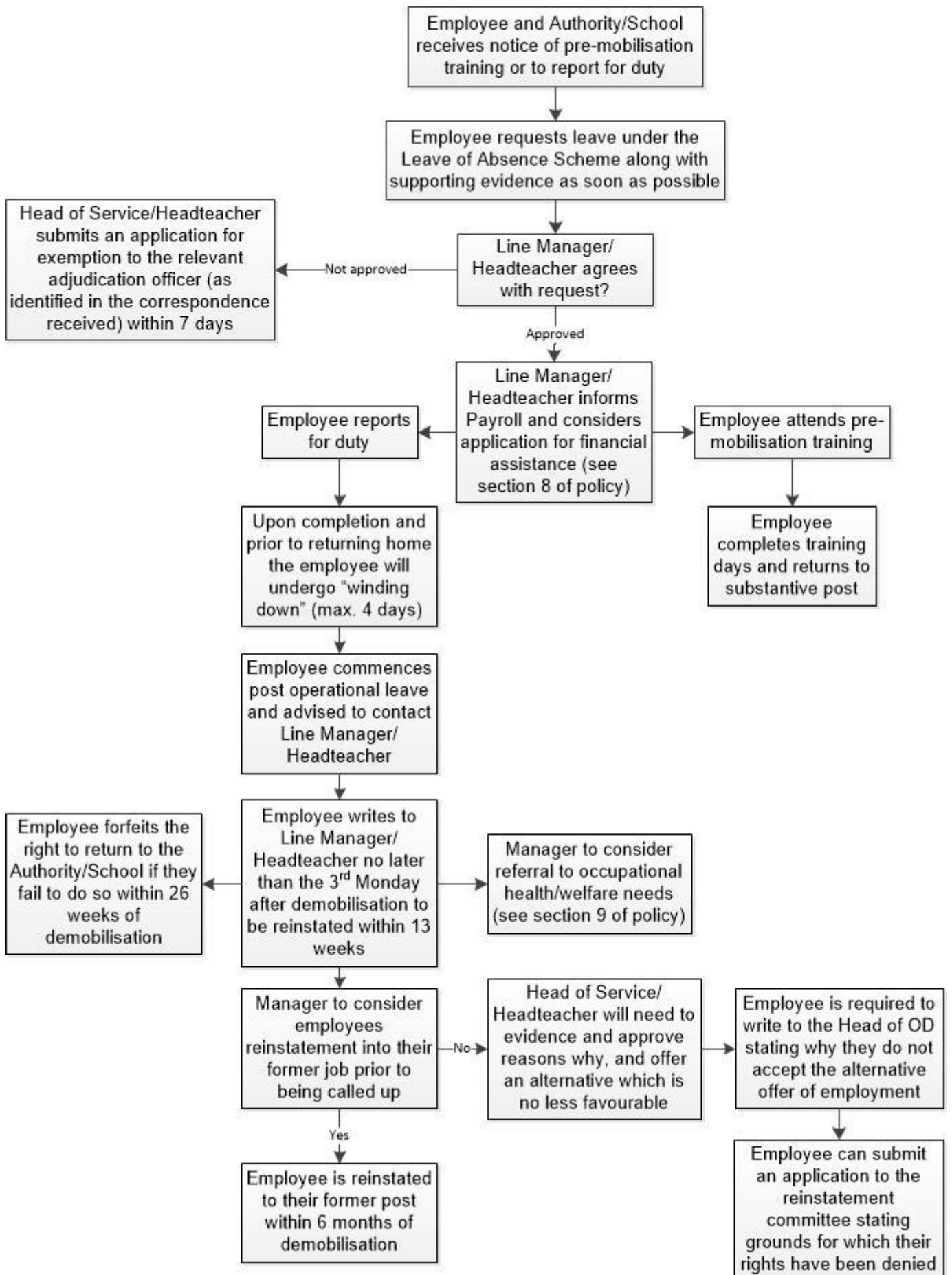
10. FURTHER INFORMATION

Managers can get further information from SaBRE, (Supporting Britain's Reservists and Employers). You can contact SaBRE about any issue relating to the support of Britain's Reservists and employers via their helpline on 0800 389 5459 or by email via www.sabre.mod.uk.

11. REVIEW OF THE SCHEME

A review of this scheme and procedure will take place when appropriate. Any amendments will be consulted on with all the relevant parties. However, in the case of amendments or updates relating to legislative requirements that do not change the general principle of the policy, the scheme will be amended and reissued.

APPENDIX 1: PROCESS FLOWCHART



Reservists

Request for Leave of Absence



SECTION 1 – PERSONAL DETAILS (TO BE COMPLETED BY EMPLOYEE)

Full Name

Home Address

Designation

Place of Work

Staff Number N.I. Number

SECTION 2 – LEAVE OF ABSENCE DETAILS (TO BE COMPLETED BY EMPLOYEE)

Dates From	Dates To	Time Requested (hours/full days)	Reason For Leave Of Absence
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Employee Signature Date

SECTION 3 – FOR COMPLETION BY LINE MANAGER/HEADTEACHER

Request Approved Request Declined

Line Manager/Headteacher Signature Date

ORGANISATIONAL DEVELOPMENT DIVISION ONLY

Correspondence OD Authorised Signature

Update System Date

UNDERSTANDING EACH PROTECTED CHARACTERISTICS

For further information and definitions on related issues e.g. discrimination, harassment, and victimisation please consult the Equality Glossary provided with this toolkit.

Race	For the purpose of the Equality Act 2010 ' <i>race</i> ' includes colour, nationality and ethnic or national origins. A racial group can be made up of two or more different racial groups (e.g. Black Britons).
Disability	Under the Equality Act 2010, a person is disabled if they have a physical or mental impairment which has a substantial and long term adverse effect on their ability to carry out normal day-to-day activities, which would include things like using a telephone, reading a book or using public transport.
Sex (e.g. inequality between males & females)	It is unlawful to discriminate against people because of their gender. We should prevent discrimination in recruitment and selection, determining pay, training and development, selection for promotion, discipline and grievances, countering bullying and harassment. Many employers have also found that making changes to their working practices makes good business sense and helps them attract the best people, including provisions for flexible working for people with caring responsibilities.
Age	The Act protects people of all ages. However, different treatment because of age is not unlawful direct or indirect discrimination if you can justify it, i.e. if you can demonstrate that it is a proportionate means of meeting a legitimate aim. Age is the only protected characteristic that allows employers to justify direct discrimination.
Sexual Orientation	Legal protection from discrimination on the basis of sexual orientation applies to everyone, whatever their sexual orientation. This form of discrimination includes being treated less favourably because; you are lesbian, gay, bisexual or straight; people think you are lesbian, gay, bisexual or straight; or you are associated with someone who is lesbian, gay, bisexual or straight, for example a friend, relative or colleague. The law applies to direct and indirect discrimination as well as to harassment and victimisation.

Religion/Belief	In the Equality Act, religion includes any religion. It also includes a lack of religion, in other words employees or jobseekers are protected if they do not follow a certain religion or have no religion at all. Additionally, a religion must have a clear structure and belief system. Belief means any religious or philosophical belief or a lack of such belief. To be protected, a belief must satisfy various criteria, including that it is a weighty and substantial aspect of human life and behaviour. Denominations or sects within a religion can be considered a protected religion or religious belief. Humanism is a protected philosophical belief but political beliefs would not be protected.
Gender reassignment status	The Act provides protection for transsexual people. A transsexual person is someone who proposes to, starts or has completed a process to change their gender. The Act no longer requires a person to be under medical supervision to be protected – so a woman who decides to live permanently as a man but does not undergo any medical procedures. It is discrimination to treat transsexual people less favourably for being absent from work because they propose to undergo, are undergoing or have undergone gender reassignment than they would be treated if they were absent because they were ill or injured. Medical procedures for reassignment such as hormone treatment should not be treated as a ‘lifestyle’ choice.
marriage and civil partnership	Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.
pregnancy and maternity	A woman is protected against discrimination on the grounds of pregnancy and maternity during the period of her pregnancy and any statutory maternity leave to which she is entitled. During this period, pregnancy and maternity discrimination cannot be treated as sex discrimination.
Welsh Language	The Welsh Language Act 1993 places a legal duty on public authorities to promote the use of the Welsh Language and to treat the Welsh and English languages equally. It offers the public the right to choose which language to use in their dealings with the Council. It recognises that Members of the public can express their views and needs better in their preferred language. It recognises that enabling the public to use their preferred language is a matter of good practice, not a concession. It sets out how the Council will implement that principle in the provision of bilingual services to the public in Wales, taking account of the developing linguistic nature of the County Borough.

Equality Impact Assessment Template Form

Description of Assessment *(Please specify below)*

EQIA Screening on Policy – “Time off for Reservists”

Responsible Directorate *(Please specify below)*

Organisational Development

Responsible Officer *(Please specify below)*

Paul Symes Professional Lead Strategic Partnerships

Assessment Date *(Please specify below)*

24 October 2019

Staff Involved in Assessment *(Please specify below)*

Paul Symes Professional Lead Strategic Partnerships, Daniel Wheelock Policy Officer, Emma Scherptong Professional Lead Engagement, Equalities and Welsh Language

PART 1: SCREENING EXERCISE TO IDENTIFY ADVERSE IMPACT

Does this ‘Option’ have a <u>positive or an adverse impact</u> on any of the following protected characteristics? <i>(please complete all)</i>	<i>If yes</i>	Please describe what the impact will be?	What is the significance of the impact?	If low, please explain this ‘significance’ rating. <i>(if ‘high’ please complete template below)</i>	
Race	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place

Disability	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place
Sex	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place
Age	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place
Sexual Orientation	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place

Religion and Belief	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place
Gender Reassignment Status	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place
Marriage and Civil Partnership	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place
Pregnancy and Maternity	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	→	Positive	<input type="checkbox"/> High <input checked="" type="checkbox"/> Low	Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place

Welsh Language

Yes No



Positive

High
 Low

Any impact in terms of the policy is likely to be positive in that those with protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place

This policy is reactive in nature and the Ministry of Defence will be making decisions on who is called for service or training and when. That said any impact in terms of the policy is likely to be positive in that those with any protected characteristics who might have challenges combining working for BGCBC with being a reservist would find it easier because this policy is in place. No further assessments are required.

PART2: ‘High Significance’ Adverse Impact Template Form

For each protected characteristics where an adverse impact has been identified and this impact has a high significance, a template form must be complete. Therefore, if an option is identified as having a highly significant adverse impact on ‘Race’ and ‘Religion and Belief’ a template form must be complete for each protected characteristics.

Which Protected Characteristics

Please briefly explain why you have identified this protected characteristic as having a high ‘significance’ rating

Please briefly explain how the identified impact is likely to affect people?

What further information do you think is necessary understand, support or mitigate the impact of this ‘option’? *E.g. collection of secondary evidence, undertaking primary research, consulting/engaging with affected people*

Please see below

What possible action can be taken to reduce or mitigate [any potential](#) adverse impacts of this options(and any associated effects)?

This page is intentionally left blank

Agenda Item 10

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: Executive Committee

Date of meeting: **13th November 2019**

Report Subject: **The Annual Report of The Public Services
Ombudsman for Wales 2018/2019**

Portfolio Holder: **The Leader/ Executive Member Corporate Services**

Report Submitted by: **Andrea Jones
Head of Legal & Corporate Compliance**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
11/10/19	22/10/19	30.10.19	19/11/19			13/11/2019		

1. Purpose of the Report

1.1 The report is to inform Members and Officers of the Council's performance with regard to complaints to the Public Services Ombudsman for Wales.

2. Scope and Background

2.1 The Public Services Ombudsman for Wales prepares an annual report which provides the number of service and code of conduct complaints for each Council in Wales, and compares the Council's performance with that of the average council in Wales.

2.2 Blaenau Gwent Council has the lowest number of service complaints received by the Ombudsman in Wales (see appendix section A). The number of complaints has decreased this year from 10 to 8.

2.3 The overall number of complaints received by the Ombudsman relating to local authorities across Wales has increased from 794 to 912 and they are pleased that local authorities continue to work with their office to resolve many of these complaints at an early stage which provide complainants with appropriate and timely remedies avoiding the need for full investigations.

2.4 The number of Code of Conduct Complaints made to the Ombudsman in relation to this Council is 1.

3. Options for Recommendation

3.1 Option 1

Executive are informed of the Council's performance with regard to complaints made to the Public Services Ombudsman for Wales, and to refer the report to the Audit Committee for assurance that the process for the monitoring of

complaints is robust and the performance information provided reflects these practices.

3.2 **Option 2**

To seek further clarification on any areas within the report and or to highlight and any areas of interest or concern that need to be considered in future monitoring and reporting of complaints before referral to Audit Committee.

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 There is a legislative requirement to provide information on the number of complaints the Council received in order for the Public Services Ombudsman for Wales to prepare an annual report.

4.2 The monitoring of complaints and complements is a key performance indicator within the Council's Corporate Plan, under the Well-being Theme, 'Efficient Council'.

4.3 From the Well-being Plan the monitoring of complaints links into 'A resilient Wales' as it provides an opportunity for citizens to take an active and empowered role. The Council is required to present the Annual Report to members.

5. **Implications Against Each Option**

5.1 ***Impact on Budget (short and long term impact)***

The Ombudsman in certain circumstances may award compensation to the complainant. In such circumstances, the compensation will be paid by the relevant department/service area.

5.2 ***Risk including Mitigating Actions***

Complaints are investigated in accordance with the Council's Corporate Complaints Policy.

5.3 ***Legal***

There are no legal implications associated with this report.

5.4 ***Human Resources***

There are no human resource implications associated with this report.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

See appendix 1:

Section A: Complaints received and investigated with the local authority average adjusted by population

Section B: Complaints received by subject

Section C: Comparison of complaint outcome with average outcome for Local authorities, adjusted for population distribution

Section D: Provides the numbers and percentages of cases received by the Ombudsman in which an intervention has occurred. This includes all upheld complaints, early resolutions and voluntary settlements.

Section E: Provides a breakdown of all Code of Conduct complaint outcomes against Councillors during 2018/19.

Section F: Provides a breakdown of all Code of Conduct complaint Outcomes against town or community councils

6.2 ***Expected outcome for the public***

This report is positive information to share with the public and is evidence that the Council's Corporate Complaints Policy is working effectively to resolve complaints at an early stage, and few complainants are seeking independent redress.

6.3 ***Involvement (consultation, engagement, participation)***

By providing a complaints process, the Council is enabling active participation of the public and partners to identify areas of concern that need to be addressed.

6.4 ***Thinking for the Long term (forward planning)***

The Public Service Ombudsman (Wales) Act 2019 has now been introduced giving the Ombudsman new powers aimed at:

- Improving access to their office
- Allowing the Ombudsman to undertake own initiative investigations when required in the public interest
- Ensuring that complaints data from across Wales may be used to drive improvement in public services for citizens in Wales

6.5 ***Preventative focus***

The complaints process enables the Council to identify improvement opportunities which have been highlighted within a complaint. This in turn supports the Council to prevent similar complaints arising in the future .

6.6 ***Collaboration / partnership working***

As part of the report prepared by the Public Services Ombudsman for Wales, comparisons are made across all Councils Wales.

6.7 ***Integration(across service areas)***

The Complaints Policy and process is undertaken by all sections of the Council in order to provide consistency and present accurate information from across the Council.

6.8 ***EqlA(screening and identifying if full impact assessment is needed)***

An Equalities Impact Assessment is not required for the performance monitoring of complaints, however, if a complaint requires consideration of the Equalities Act an EqlA would be undertaken for the specific complaint.

7. **Monitoring Arrangements**

- 7.1 The annual reports are presented to the Corporate Leadership Team and Audit Committee on an annual basis.

Complaints monitoring is undertaken across the Council and, as mentioned above, a review of this process is to be undertaken in due course.

Background Documents /Electronic Links

- Appendix 1

Our ref: NB

Ask for: Communications



01656 641150

Date: 7 August 2019



communications
@ombudsman-wales.org.uk

Nigel Daniels
Council Leader
Blaenau Gwent County Borough Council

By Email Only
nigel.daniels@blaenau-gwent.gov.uk

Dear Councillor Nigel Daniels

Annual Letter 2018/19

I am pleased to provide you with the Annual letter (2018/19) for Blaenau Gwent County Borough Council. This year I am publishing my Annual Letters as part of my Annual Report and Accounts. I hope the Council finds this helpful and I trust this will enable it to review its own complaint handling performance in the context of other public bodies performing similar functions across Wales.

Whilst overall the number of complaints received relating to local authorities across Wales increased from 794 to 912, I am pleased that local authorities continue to work with my office to resolve many of these complaints at an early stage. This provides complainants with appropriate and timely remedies avoiding the need for my office to fully investigate complaints.

A summary of the complaints of maladministration/service failure received relating to the Council is attached.

Also attached is a summary of the Code of Conduct complaints relating to members of the Council and the Town & Community Councils in your area.

Page 1 of 7



The Public Services Ombudsman (Wales) Act 2019 has now been introduced. I am delighted that the Assembly has approved this legislation giving the office new powers aimed at:

- Improving access to my office
- Providing a seamless mechanism for complaint handling when a patient's NHS care is inextricably linked with private healthcare
- Allowing me to undertake own initiative investigations when required in the public interest
- Ensuring that complaints data from across Wales may be used to drive improvement in public services for citizens in Wales.

I am very much looking forward to implementing these new powers over the coming year.

Action for the Council to take:

- Present my Annual Letter to the Cabinet to assist Members in their scrutiny of the Council's performance
- Work to reduce the number of cases which require intervention by my office
- Inform me of the outcome of the Council's considerations and proposed actions on the above matters by **31 October 2019**.

This correspondence is copied to the Chief Executive of your Council and to your Contact Officer. Finally, a copy of all Annual Letters will be published on my website.

Yours sincerely



Nick Bennett
Public Services Ombudsman for Wales

CC: Michelle Morris, Managing Director
Angela O'Leary, Contact Officer

Factsheet

A. Complaints Received and Investigated with Local Authority average adjusted for population distribution

Local Authority	Complaints Received	Average	Complaints Investigated	Average
Blaenau Gwent County Borough Council 2018/19	8	20	0	0
Blaenau Gwent County Borough Council 2017/18	10	17	0	0
Bridgend County Borough Council	33	41	0	1
Caerphilly County Borough Council	65	51	1	1
Cardiff Council	115	103	0	2
Carmarthenshire County Council	49	53	1	1
Ceredigion County Council	23	21	0	0
City and County of Swansea	83	70	0	2
Conwy County Borough Council	41	33	2	1
Denbighshire County Council	26	27	1	1
Flintshire County Council	50	44	2	1
Gwynedd Council	32	35	2	1
Isle of Anglesey County Council	31	20	2	0
Merthyr Tydfil County Borough Council	15	17	0	0
Monmouthshire County Council	20	27	0	1
Neath Port Talbot County Borough Council	38	40	1	1
Newport City Council	38	43	0	1
Pembrokeshire County Council	35	35	0	1
Powys County Council	67	38	4	1
Rhondda Cynon Taf County Borough Council	36	68	0	2
Torfaen County Borough Council	12	26	1	1
Vale of Glamorgan Council	24	37	0	1
Wrexham County Borough Council	45	38	3	1
Grand Total	886		20	

B. Complaints Received by Subject

Blaenau Gwent	Complaints Received
Children Social Services	1
Complaint Handling	2
Environment and Environmental Health	2
Planning and Building Control	1
Roads and Transport	1
Various Other	1

C. Comparison of complaint outcome with average outcome for Local Authorities, adjusted for population distribution

Local Authority	Out of Jurisdiction	Premature	Other cases closed after initial consideration	Early Resolution / Voluntary settlement	Discontinued	Other Report - Not upheld	Other Report - Upheld in whole or in part	Public Interest Reports
2018/19								
Blaenau Gwent	2	2	1	2	-	-	-	-
Blaenau Gwent (adjusted)	4	6	7	3	0	0	0	0
2017/18								
Blaenau Gwent	2	3	3	1	0	0	2	0
Blaenau Gwent (adjusted)	3	5	6	2	0	0	0	0

D. Number of cases with PSOW intervention

Local Authority	No. of complaints with PSOW intervention	Total number of complaints closed	% of cases with PSOW intervention
Blaenau Gwent County Borough Council 2018/19	2	7	29%
Blaenau Gwent County Borough Council 2017/18	3	11	27%
Bridgend County Borough Council	6	36	17%
Caerphilly County Borough Council	8	68	12%
Cardiff Council	19	110	17%
Carmarthenshire County Council	4	48	8%
Ceredigion County Council	5	24	21%
City and County Swansea	10	80	13%
Conwy County Borough Council	5	39	13%
Denbighshire County Council	4	30	13%
Flintshire County Council	16	56	29%
Gwynedd Council	6	35	17%
Isle of Anglesey County Council	5	31	16%
Merthyr Tydfil County Borough Council	0	14	0%
Monmouthshire County Council	0	23	0%
Neath Port Talbot County Borough Council	4	40	10%
Newport City Council	7	43	16%
Pembrokeshire County Council	6	33	18%
Powys County Council	11	64	17%
Rhondda Cynon Taf County Borough Council	4	34	12%
Torfaen County Borough Council	1	12	8%
Vale of Glamorgan Council	7	30	23%
Wrexham County Borough Council	8	43	19%

E. Code of Conduct Complaints Closed

Local Authority	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total
2018/19								
Blaenau Gwent	-	-	1	-	-	-	-	1
2017/18								
Blaenau Gwent	3	1	-	-	-	-	-	4

F. Town/Community Council Code of Conduct Complaints

Town/Community Council	Closed after initial consideration	Discontinued	No evidence of breach	No action necessary	Refer to Standards Committee	Refer to Adjudication Panel	Withdrawn	Total
Abertillery & Llanhilleth CC	-	-	1	-	-	-	-	1

Appendix

Explanatory Notes

Section A compares the number of complaints against the Local Authority which were received and investigated by my office during 2018/19, with the Local Authority average (adjusted for population distribution) during the same period.

Section B provides a breakdown of the number of complaints about the Local Authority which were received by my office during 2018/19. The figures are broken down into subject categories.

Section C compares the complaint outcomes for the Local Authority during 2018/19, with the average outcome (adjusted for population distribution) during the same period.

Section D provides the numbers and percentages of cases received by my office in which an intervention has occurred. This includes all upheld complaints, early resolutions and voluntary settlements.

Section E provides a breakdown of all Code of Conduct complaint outcomes against Councillors during 2018/19.

Section F provides a breakdown of all Code of Conduct complaint outcomes against town or community councils.

Feedback

We welcome your feedback on the enclosed information, including suggestions for any information to be enclosed in future annual summaries. Any feedback or queries should be sent via email to communications@ombudsman-wales.org.uk

This page is intentionally left blank

Agenda Item 11

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**
Date of meeting: **13th November 2019**
Report Subject: **Waste Management and Recycling Strategy 2018-25**
Portfolio Holder: **Cllr. G. Collier, Deputy Leader / Executive Member, Environment**
Report Submitted by: **Matthew Perry, Service Manager, Neighbourhood Services**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
x	x	30.10.19			11.11.19	13.11.19		

1. **Purpose of the Report**
To provide Members with the draft Waste Management and Recycling Strategy and for approval.
2. **Scope and Background**
 - 2.1 The production of a Waste Management and Recycling Strategy has been undertaken to ensure the Council achieves the 70% recycling target set for 2024/2025. Whilst the Council has been successful in achieving the 58% target in 2018/2019, it now must meet the ambitious target of 64% for 2019/2020. Blaenau Gwent has made great improvements in its recycling rate and when compared with both English and Welsh Local Authorities for 2018/19, Blaenau Gwent currently lies 32nd out of 114 authorities.
 - 2.2 Blaenau Gwent Officers have worked in collaboration with the Waste and Resources Action Programme (WRAP) to produce the draft Strategy.
 - 2.3 WRAP is a not for profit organisation who, within Wales, work with both Welsh Government and Local Authorities. Their services include assisting in a number of ways by providing subject experts in matters related to recycling and waste services, assistance in operational matters such as route optimisation or infrastructure development and the production of waste strategies.
 - 2.4 The focus of the Strategy Brief to WRAP was that the Strategy would be for the long term, outline realistic and sustainable actions to meet future targets and support existing Council priorities as outlined in the Well Being Plan and the Corporate Plan. WRAP has responded to this brief, and there has been continuous interaction between WRAP and Council Officers to produce the draft Strategy.
 - 2.5 The draft Strategy has been prepared for the period 2018-2025 and is presented as Appendix 1. The structure of the Strategy is in two parts. The Strategy itself provides the vision, context, objectives and methods of delivery

and an Action Plan populated with actions and timeline which reflect the objectives and delivery requirements. The Strategy is not envisaged to change significantly over the seven year life of the Plan as its timeframe reflects that of Welsh Government current target focus. The Action Plan however will be reviewed and updated as actions are completed, and/or new opportunities arise.

2.6 This strategy sets out a long-term vision for waste management and recycling services, and goes beyond simply meeting Welsh Government targets, and identifies a single integrated strategy which sets out how Blaenau Gwent will:

- Achieve its' vision;
- What infrastructure is required to do this;
- How it will work together with others;
- How it plans to firstly engage with residents and where appropriate take fair and equitable enforcement action; and
- Place the Well Being and Future Generations goals and ways of working at the heart of all that it does.

2.7 Blaenau Gwent's vision for its waste and recycling service is

'Working together to build strong and environmentally smart communities.'

2.8 Five key objectives, aligned to the Corporate Plan, have been identified to ensure the Council continues to improve services for all stakeholders.

Objective 1 – Working Together - Blaenau Gwent will work together with its residents, contractors, community groups and the third sector to increase the range of materials able to be recycled, maximise recycling and value, and increase the opportunity for re-use.

Objective 2 – Engagement First - Blaenau Gwent will be part of a programme of public engagement and invest in communications and resources to support this Waste Strategy.

Objective 3 – Ambitious Targets to Maximise Recycling - Blaenau Gwent will explore opportunities to divert waste from disposal by increasing the levels of re-use, recycling and composting. Ensure that all households have either a regular collection service or a convenient alternative arrangement available to them.

Objective 4 – Strong Community - Blaenau Gwent will continually review its services and seek new ways to work with residents and communities to ensure best practice is implemented and services are retained locally where possible.

Objective 5 – Fair and Equitable Enforcement - Blaenau Gwent will implement a programme of Enforcement that is both fair and consistent to enable those residents who are not participating in the recycling schemes to

participate.

3. **Options for Recommendation**

3.1 The Community Services Scrutiny Committee will consider this report and Strategy at its meeting on 11th November 2019 and any feedback will be provided verbally to the Executive.

3.2 Option 1: The Executive Committee to approve the draft Waste Management and Recycling Strategy.

3.3 Option 2: The Executive Committee to provide specific comments suggestions prior to approval of the draft Waste Management and Recycling Strategy.

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 The Waste Management and Recycling Strategy supports the following Well-Being objectives:

- Blaenau Gwent wants to look after and protect its natural environment; and
- Creating a vibrant area that lives in harmony with its natural environments, using resources in a fair and sustainable way.

4.2 The Waste Management and Recycling Strategy contribute to the key priority in the Corporate Plan of Strong and Environmentally Smart Communities. The five core values as set out in the Corporate Plan:

- Proud and Ambitious
- Trust and Integrity
- Working Together
- Raising Aspirations
- Fair and Equitable

run through the Waste Strategy to ensure that the service is provided for everyone, that residents are listened to through engagement and work together and are effective through focusing on continuous improvement.

5. **Implications Against Each Option**

5.1 **Impact on Budget (short and long term impact)**

There are potential capital and revenue funding requirements associated with this strategy in development and implementation.

Capital Options

- a) Internal bids into the Council's capital programme;
- b) Continue to bid each year into Welsh Government's Capital programme; and/or
- c) Potential to seek to use revenue savings to prudential borrow for capital money.

Revenue Options

- a) Reduce other frontline services to compensate for additional revenue demands on waste services;
- b) Explore more efficient route optimisation to save on fleet.

5.2 **Risk including Mitigating Actions**

The risk of not taking forward a Waste Management and Recycling Strategy is that Blaenau Gwent will not have a clear plan to support improvement which shows how the Council will work towards achieving current and future statutory waste performance targets.

5.3 **Legal**

Any waste strategy must be aligned with current European and Welsh Government policies and numerous legislative acts relating to sustainable development, improved environment outcomes and addressing climate change. These include, but are not limited to the, following:

- EU Waste Framework Directive;
- The Waste (England and Wales) Regulations 2011;
- Towards Zero Waste;
- Waste (Wales) Measure 2010;
- Well-being of Future Generations (Wales) Act 2015;
- Environment (Wales) Act 2016;
- EU Renewable Energy Directive;
- EU Energy Efficiency Directive;
- EU 2030 Climate Framework; and
- Climate Change Strategy for Wales.

Local Authorities in Wales have been set statutory recycling targets through the Wales Waste Measure 2010, and failure to meet the targets will result in a financial penalty from Welsh Government.

5.4 **Human Resources**

There are no human resource implications associated with the development of this strategy. However, there may be human resource implications associated with some of the actions as outlined in the activity plan and as such these will be evaluated prior to their implementation.

6. **Supporting Evidence**

6.1 **Performance Information and Data**

Headline targets for Municipal Waste from Welsh Government – Towards Zero Waste

Target Year	2010/11	12/13	15/16	19/20	24/25
Min. levels of reuse & recycling/composting (or AD)	40%	52%	58%	64%	70%
Min. proportion of reuse /recycling /composting from source separation *	80%	80%	80%	80%	80%
Max. level of landfill	-	-	-	10%	5%
Max. level of energy from waste	-	-	42%	36%	30%
Min. levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment (WEEE))	-	0.4%	0.6%	0.8%	1.0%

*kerbside, bring and/or civic amenity (CA) site

6.2 Expected outcome for the public

Through the strategy, service users and stakeholders will have a clear understanding of the Council's future plans to meet its aspirations and statutory requirements and how it will work together with residents, partners and neighbours to meet wider goals and agendas.

6.3 Involvement (consultation, engagement, participation)

Blaenau Gwent will be part of a programme of public engagement and invest in communications and resources to support this Waste Strategy.

6.4 Thinking for the Long term (forward planning)

This strategy reflects Blaenau Gwent's commitment to protect and sustain the environment and provide all Blaenau Gwent residents, local businesses and visitors with an efficient, smart and modern waste management and recycling service for now and into the future.

6.5 Preventative focus

Blaenau Gwent will explore opportunities to divert waste from disposal by increasing the levels of re-use, recycling and composting. Ensure that all households have either a regular collection service or a convenient alternative arrangement available to them.

6.6 Collaboration / partnership working

Blaenau Gwent will work together with its residents, contractors, community groups and the third sector to increase the range of materials able to be recycled, maximise recycling and value, and increase the opportunity for re-use.

6.7 **Integration(across service areas)**

6.8 **EqlA(screening and identifying if full impact assessment is needed)**

An EqlA has been undertaken on the Waste and Recycling Strategy and no negative impacts against the protected characteristics have been identified.

7. **Monitoring Arrangements**

7.1 **Annual Review** - Blaenau Gwent will regularly review the outputs of the strategy and action plan. Officers and members will monitor costs and also progress against waste and recycling targets. Officers will work within Blaenau Gwent's scrutiny process to ensure that members are aware and have the opportunity to examine progress against this action plan.

As the strategy covers such a significant time period it is also likely that other external factors such as changes in the financial markets, developments in technology and developments within Blaenau Gwent itself, mean that it is sensible to undertake a more significant review every three years, or before a significant policy decision point.

Post Service Change Review and Monitoring and Measurement

To understand the impact of any change of service key metrics should be captured to reflect the baseline position and also the position post service change. This information will be captured and analysed by the waste and recycling team and reported to the Executive Member for Environment. The recommended monitoring data to be captured can be found in the Waste Strategy.

In addition, Blaenau Gwent will carry out a Service Quality Survey, every two years, to ask stakeholders if it has delivered what it said it would.

Background Documents /Electronic Links

- Appendix 1 – Waste Management and Recycling Strategy for Blaenau Gwent County Borough Council

V8 FINAL REPORT

BLAENAU GWENT COUNCIL: WASTE MANAGEMENT AND RECYCLING STRATEGY 2018-2025

An inclusive waste management and recycling strategy for Blaenau Gwent County Borough Council.

Page 97

Research date: 2019
Publication Date: August 2019

Project code: COL202-032



a better place to live and work

This document sets out a draft waste management strategy and recycling strategy for Blaenau Gwent County Borough Council.

Document reference:

Draft Strategy 2018-2025

Written by: Lisa Jones Blaenau Gwent County Borough Council and Collaborative Change Programme Unit

Disclaimer: While we have taken reasonable steps to ensure this report is accurate, WRAP does not accept liability for any loss, damage, cost or expense incurred or arising from reliance on this report. Readers are responsible for assessing the accuracy and conclusions of the content of this report. Quotations and case studies have been drawn from the public domain, with permissions sought where practicable. This report does not represent endorsement of the examples used and has not been endorsed by the organisations and individuals featured within it. This material is subject to copyright. You can copy it free of charge and may use excerpts from it provided they are not used in a misleading context and you must identify the source of the material and acknowledge WRAP's copyright. You must not use this report or material from it to endorse or suggest WRAP has endorsed a commercial product or service. For more details please see WRAP's terms and conditions on our website at www.wrap.org.uk

Contents

1.0 Executive Summary	5
2.0 Introduction	8
2.1 National Context	8
2.2 Local Context	9
3.0 Our Vision and Strategic Objectives	11
3.1 Vision	11
3.2 Key Objectives	11
4.0 Delivering the Strategy	14
4.1 Working Together	14
4.2 Engagement First	15
4.2.1 Residents	15
4.2.2 Schools	17
4.2.3 Business	17
4.3 Ambitious Targets to Maximise Recycling	17
4.4 Strong Community	18
4.5 Fair and Equitable Enforcement	18
5.0 Monitoring	20
5.1 Measure and review	20

5.2 Commitment to our Goals - Timeline	22
6.0 Investment	24
Appendix 1: 2019/20 Detailed Action Plan and Timeline	25
Appendix 2: Summary Action Plan and Timeline	28
Appendix 3: Current Service	31
Appendix 4: Integrated Communication Package – a practical approach	32
Appendix 5: Well Being Goals	33

1.0 Executive Summary

This strategy sets out how Blaenau Gwent will provide residents, local businesses and visitors with an efficient, smart and modern waste management and recycling service for now and into the future. This strategy reflects Blaenau Gwent's commitment to protect and sustain the environment through its well-being objectives. It also sets out how Blaenau Gwent aims to meet challenging Welsh Government targets, to avoid possible fines, whilst delivering improved services within a revenue budget which is increasingly stretched.

A programme of actions has been identified and each action will be evaluated on a case by case basis, and if affordable and move the service forward to achieve Blaenau Gwent's objectives, will be implemented. At the time of implementation of each action detailed planning will be developed.

Blaenau Gwent's vision for its waste and recycling service is

Working together to build strong and environmentally smart communities.

5 key objectives, aligned to its Corporate Plan, have been identified to ensure the Council continues to improve services for all stakeholders.

Objective 1 – Working Together - Blaenau Gwent will work together with its residents, contractors, community groups and the third sector to increase the range of materials able to be recycled, maximise recycling and value, and increase the opportunity for re-use.

Objective 2 – Engagement First - Blaenau Gwent will be part of a programme of public engagement and invest in communications and resources to support this Waste Strategy.

Objective 3 – Ambitious Targets to Maximise Recycling - Blaenau Gwent will explore opportunities to divert waste from disposal by increasing the levels of re-use, recycling and composting. Ensure that all households have either a regular collection service or a convenient alternative arrangement available to them.

Objective 4 – Strong Community - Blaenau Gwent will continually review its services and seek new ways to work with residents and communities to ensure best practice is implemented and services are retained locally where possible.

Objective 5 – Fair and Equitable Enforcement - Blaenau Gwent will implement a programme of Enforcement that is both fair and consistent to enable those residents who are not participating in the recycling schemes to participate.

Through our engagement activity with the community, 'Blaenau Gwent We Want', both the environment and community were recognised by the public as being assets or being special about Blaenau Gwent.

Customer engagement and education is an integral part of ongoing and future activities and **BLAENAU GWENT, BGCBC**, will ensure that its communication will:

- Deliver the **Biggest impact** from targeting the audience and those materials evidence to give improvement
- Using tried and tested materials, tactics and messages to **Generate return on investment**,

- Campaigns that are focussed on delivering activities well,
- Gives positive re-enforcement to drive behaviour change, and
- Are Clear about the specific actions required to deliver improvement.

Blaenau Gwent will work together with stakeholders and partners to deliver environmentally beneficial services in a financially sustainable way ensuring value for money for residents and businesses alike.

Blaenau Gwent will monitor the quality of its services, and the delivery of them, and will periodically survey its stakeholders to ask whether it has delivered what it said it would. In developing the actions, and changes needed to the service, Blaenau Gwent has considered what its service should look like.

Welsh Government Strategic Target Areas	2024/25 Targets	What Does Good Look Like for Blaenau Gwent Stakeholders
Min. levels of reuse & recycling/composting	70%	<ul style="list-style-type: none"> • 100% of residents have collections services enabling them to recycle • Residents have access to information allowing them to participate in maximising recycling • Any waste that is produced is placed in correct recycling containers • Council provides collections in the right container at the right place and on time
Min. proportion of reuse /recycling /composting from source separation (incl. bring banks and HWRCs)	80%	<ul style="list-style-type: none"> • Council sources economic and environmental solutions for an increased range of materials • Residents are informed on the range of materials and bring minimal non-recyclable waste to the HWRCs • Residents have places to go where experts can repair broken goods and extend their life • Residents have advice on how to upcycle their own goods and textiles
Max. level of landfill	5%	<ul style="list-style-type: none"> • Maximum sorting and capture of materials at kerbside and HWRCs • Minimum food waste and information freely available to all residents • Minimum textiles discarded in residual waste – advice freely available to residents
Max. level of energy from waste	30%	<ul style="list-style-type: none"> • Council has in place policies that promote engagement first and fair and equitable enforcement last, giving every resident the opportunity to participate in services in the correct manner to maximise recycling
Min. levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment (WEEE))	1.0%	<ul style="list-style-type: none"> • Residents have access to and use reuse shops and reuse networks where they can pass on goods to others • Re-use services generate an income for re-investing into the service and into the community • Council works closely with the third sector to create work programmes to improve employability and

		opportunity for unemployed residents
--	--	--------------------------------------

This strategy reflects Blaenau Gwent's commitment to protect and sustain the environment and provide all Blaenau Gwent residents and local businesses with a first-class waste management and recycling service.

2.0 Introduction

2.1 National Context

Any waste strategy must be aligned with current European and Welsh Government policies and numerous legislative acts relating to sustainable development, improved environment outcomes and addressing climate change. These include, but are not limited to the, following:

- EU Waste Framework Directive
- The Waste (England and Wales) Regulations 2011
- Towards Zero Waste
- Waste (Wales) Measure 2010
- Well-being of Future Generations (Wales) Act 2015
- Environment (Wales) Act 2016
- EU Renewable Energy Directive
- EU Energy Efficiency Directive
- EU 2030 Climate Framework
- Climate Change Strategy for Wales

The purpose of the Well-being of Future Generations (Wales) Act is to 'improve the social, economic, environmental and cultural well-being of Wales, now and in the future.' Within the Act, sustainable development is identified as a fundamental factor influencing the well-being of future generations and is set as a priority for public bodies, including Welsh councils.

It is considered that there will be a significant increase in demand for waste services over the next decade particularly having regard to the targets being set by the Welsh Government, outlined below. Specifically, the Welsh National Waste Strategy – "Towards Zero Waste" was launched on 21st June 2010. The strategy sets out the long-term framework for resource efficiency and waste management between now and 2050.

Welsh Government's priorities and principles for collection are summarised as:

- Provision of kerbside collection services that reduce residual waste arisings, collect high levels of clean recyclables and is at lowest overall financial cost,
- Collections services are delivered in a way that helps elicit the desired behavioral changes amongst householders whilst at the same time providing convenience;
- Provision of kerbside collection services that can provide source segregated food wastes to anaerobic digestion facilities that produce renewable energy and soil fertilizer; and
- Provision of well signed, equipped and staffed Household Waste Recycling Centres that enable as many people as possible to access facilities for recycling as wide a range of materials as possible.

By 2025, the strategy expects that there will be a 27% reduction in the amount of waste produced across all sectors and that 70% of what is produced will be recycled. Of the remaining 30% a maximum of 5% can go to landfill with the remaining fraction to Energy from Waste.

The Welsh Government has introduced the following more challenging statutory targets for municipal waste within its waste strategy. These are highlighted in the Table 1 below:

Table 1: Headline targets for Municipal Waste from WG – Towards Zero Waste

Target Year	2010/11	12/13	15/16	19/20	24/25
Min. levels of reuse & recycling/composting (or AD)	40%	52%	58%	64%	70%
Min. proportion of reuse /recycling /composting from source separation *	80%	80%	80%	80%	80%
Max. level of landfill	-	-	-	10%	5%
Max. level of energy from waste	-	-	42%	36%	30%
Min. levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment (WEEE))	-	0.4%	0.6%	0.8%	1.0%

*kerbside, bring and/or civic amenity (CA) site

The targets bring with them substantial financial penalties of £200 per tonne, for not meeting the required levels of recycling and/or exceeding the allowable levels of landfill. To put it into context 1% point off a target equates to a fine of c.£60k.

Consequently, this Strategy seeks to identify actions needed to ensure that not only are these fines avoided but crucially that service users and stakeholders have a clear understanding of the aims of the service, the actual services to be provided by the Council, the education and engagement activities it can undertake to promote these, the Council's future plans to meet its aspirations and statutory requirements and how it will work together with residents, partners and neighbours to meet wider goals and agendas.

2.2 Local Context

Blaenau Gwent covers an area of approximately 10,900 hectares and has a population of around 69,500 and provides services to 33,000 households. The County Borough itself is made up of 16 electoral districts known as wards.

Blaenau Gwent recognises that there are important economic, environmental and social reasons for improving its' environment and infrastructure. Through its engagement activity with the community, 'Blaenau Gwent We Want', both the environment and community were recognised by the public as being assets or being special about Blaenau Gwent.

In response to the Well Being and Future Generation Act (Wales) 2015, The Blaenau Gwent Public Services Board published its [Well-being Plan - The Blaenau Gwent We Want, 2018-2023](#), which provide context for this waste strategy, with one of these objectives being ...

<p>Blaenau Gwent wants to look after and protect its natural environment</p>	<p>Creating a vibrant area that lives in harmony with its natural environments, using resources in a fair and sustainable way.</p>
--	--

In preparing its Waste Management and Recycling Strategy, as presented in this document, both the above and the [Corporate Plan 2018-2022](#) have been referenced to ensure it remains aligned to the priorities and commitments identified in them, “the golden thread”.

Blaenau Gwent’s key priorities to which all efforts and resources should contribute are: -

- Social Services
- Education
- **Strong and Environmentally Smart Communities**
- Economic Development and Regeneration
- Efficient Council

3.0 Our Vision and Strategic Objectives

This document sets out a long-term vision for waste management and recycling services, and goes beyond simply meeting Welsh Government targets, and identifies a single integrated strategy which sets out how Blaenau Gwent will:

- Achieve its' vision;
- What infrastructure is required to do this;
- How it will work together with others; and
- How it plans to firstly engage with residents and where appropriate take fair and equitable enforcement action.
- Place the Well Being and Future Generations goals and ways of working at the heart of all that it does.

3.1 Vision

Working together to build strong and environmentally smart communities.

3.2 Key Objectives

Blaenau Gwent County Borough Council has five core values as set out in the Corporate Plan: -

Proud and Ambitious
Trust and Integrity
Working Together
Raising Aspirations
Fair and Equitable

The objectives of this Waste Management and Recycling Strategy demonstrate that these values run through our waste strategy as we aspire to ensure that the service is provided for everyone, that we listen to our residents through engagement and working together and are effective through focusing on continuous improvement.

Our values will guide HOW we work as well as meeting the outcomes we are seeking to achieve.

Blaenau Gwent's Waste Management Strategy has been developed to respond to what its residents have said is important to them and to meet governing legislation. These provide Blaenau Gwent with clear goals and head line objectives which are included below and have been developed to ensure Blaenau Gwent can deliver on its' Vision.

5 key Objectives have been identified to ensure Blaenau Gwent continues to improve services for customers and other stakeholders.

Objective 1 – Working Together - Blaenau Gwent will work together with its residents,

contractors, community groups and the third sector to increase the range of materials able to be recycled, maximise recycling and value, and increase the opportunity for re-use.

Objective 2 – Engagement First - Blaenau Gwent will be part of a programme of public engagement and invest in communications and resources to support this Waste Strategy.

Objective 3 – Ambitious Targets to Maximise Recycling - Blaenau Gwent will explore opportunities to divert waste from disposal by increasing the levels of re-use, recycling and composting. Ensure that all households have either a regular collection service or a convenient alternative arrangement available to them.

Objective 4 – Strong Community - Blaenau Gwent will continually review its services and seek new ways to work with residents and communities to ensure best practice is implemented and services are retained locally where possible.

Objective 5 – Fair and Equitable Enforcement - Blaenau Gwent will implement a programme of Enforcement that is both fair and consistent to enable those residents who are not participating in the recycling schemes to participate.

This strategy reflects Blaenau Gwent’s commitment to protect and sustain the environment and provide all Blaenau Gwent residents, local businesses and visitors with an efficient, smart and modern waste management and recycling service for now and into the future.

In future we must prevent waste from being generated, where we cannot prevent, we must reduce, repair, re-use, recycle and compost more. Waste must be considered a resource from which as much value as possible should be recovered. Disposal should only ever be the last resort as illustrated in the Waste Hierarchy in Figure 1 below:

Figure 1: Waste Hierarchy.



Full details of the current service can be found in Appendix 2. In summary the service delivered to most residents is a 3-weekly collection of residual waste, weekly collection of green waste (March to November only) and a weekly collection of recyclate materials, food waste and AHP and nappies.

Table 2: How Blaenau Gwent's objectives align with the Waste Hierarchy

Waste Hierarchy Objective	Blaenau Gwent Objective
Reduce	Working Together Strong Community Engagement First Fair and Equitable Enforcement
Reuse	Ambitious Targets Working Together
Recycle	Ambitious Targets Working Together

4.0 Delivering the Strategy

Section 4 outlines what actions Blaenau Gwent will take to deliver on its Vision and how it intends to achieve its stated Objectives. A [Summary Action Plan and Timeline](#) of those key actions and commitments is shown in Appendix 2.

4.1 Working Together

Blaenau Gwent's approach has always been to work together in collaboration with its residents, partners and neighbouring authorities to identify the most environmentally beneficial and cost-effective ways of working, adopting best practice where practical and relevant.

The introduction of re-use at the new household waste recycling centre (HWRC) requires working in collaboration with the operator Silent Valley Waste Services and third sector organisations and is planned for 2019/20 once the new HWRC has been built. The re-use site shop will enable the sale of household items which will yield benefits of improved recycling rate for Blaenau Gwent, access to furniture and items for the community, and although likely modest in value, will generate income for re-investing into the service and into the community. Blaenau Gwent will work closely with the third sector to create work programmes to improve employability and opportunity for unemployed residents, through experience at the re-use shop, and will assist the third sector partner to tap into funding schemes available to them to continue to develop these initiatives.

Blaenau Gwent will continue to work with community groups and charities who seek to promote re-use.

Blaenau Gwent will also use these collaborations to gather feedback, learn and evaluate what the beneficial impacts have been, and to inform the development of future initiatives.

In its pursuit to be a smart efficient and modern authority, Blaenau Gwent is currently appraising all options and locations for a regional fleet facility. Working together with partners and other public bodies, it wants to provide sustainable and resilient local and public services to its communities.

It could also provide regional fleet storage solutions to other South Wales local authorities and the new regional depot must ensure the Council has the capacity for future expansion and the capability to respond to future developments and demands.

One of the core values of the Corporate Plan is **Working Together** to encourage communities and individuals to help each other. To deliver on this value Blaenau Gwent will work with schools, local businesses and community groups to create a network of Community Recycling Ambassadors. These Ambassadors will be identified from within the stakeholder groups as individuals dedicated to maximising recycling. Blaenau Gwent will equip the Ambassadors with training, communications materials and basic equipment to empower them to:

- promote behaviours that align with the waste hierarchy,
- align with the behaviour change programme, as described below in **Engagement First**, to encourage the transfer of behaviours adopted at home into the school environment or place of work, and
- promote the objectives of the Council.

4.2 Engagement First

An important action to demonstrate Blaenau Gwent's commitment to this strategy is to ensure it is communicated to all stakeholders. Blaenau Gwent sees engagement as crucial to ensure it runs effectively, where the services that it delivers are appropriate, and meet the needs of those that use them.

Blaenau Gwent is committed towards everyone playing their part in delivering its vision and ambitious programme for action and change. How the Council would achieve this is laid out in its engagement strategy "[Our Approach to Engagement 2018-2022](#)".

Instrumental to this will be how it will engage with – its staff, communities, stakeholders, partners, and elected representatives. Blaenau Gwent fully recognises the importance of holding engaging events and programmes to ensure all have the opportunity to share their thoughts to shape future plans and service delivery.

Appendix 4 maps out how communications and engagement will always be the first approach to residents and local businesses.

Through our engagement activity with the community, '[Blaenau Gwent We Want](#)', both the environment and community were recognised by the public as being assets or being special about Blaenau Gwent. The Council, in its [Corporate Plan](#), committed to continue a programme of public engagement and to respond in a timely and effective way.

In section 5.1 Measure and Review below, there is an ongoing commitment to carry out a Customer Service Quality Survey to ask its community and stakeholders if the Council did what it said it would do and provided the service to the correct standards.

Customer engagement and education is an integral part of ongoing and future activities, in relation to the provision of waste and recycling services and **BLAENAU GWENT, BGCBC**, will ensure that its communications will:

- Deliver the **Biggest impact** from targeting the audience and those materials evidence to give improvement
- Using tried and tested materials, tactics and messages to **Generate return on investment**,
- **Campaigns that are focussed** on delivering activities well,
- **Gives positive re-enforcement** to drive behaviour change, and
- Are **Clear about the specific actions required** to deliver improvement.

4.2.1 Residents

Through our engagement activity with the community, '[Blaenau Gwent We Want](#)', both the environment and community were recognised by the public as being assets or being special about Blaenau Gwent particularly our landscape and parks. A tidy and clean environment was important to people who responded and was one of the areas where people felt they had a role to play in and where most improvement was needed.



Blaenau Gwent's communications will be focused on engagement with our residents and the messages and methods deployed will be designed to assist behavioural change and make the service as easy as possible for people to use. Blaenau Gwent will work in partnership with stakeholder groups and contract partners to provide guidance, information and assistance to enable all residents to access all services to maximise recycling and minimise waste.

The following aims will underpin these communications and engagement activities:

- To encourage more residents to recycle more of the right things more of the time,
- To maximise awareness of the benefits of recycling amongst residents,
- To increase food recycling participation rates amongst residents, and
- To understand the need for improvement and change as new opportunities for recycling emerge

During 2019/20 Blaenau Gwent will deliver a behaviour change programme called “**Keeping up with the Joneses**”. This is a national initiative, and pulls together the information and key facts, and messages for council members and officers to use when delivering the project. It also provides suggested templates and materials for a range of communication channels.

It provides a consistent message and coherent approach across Welsh Councils which should reduce any confusion between different and neighbouring councils. Such a consistent approach also presents opportunities for cross-council cooperation on communications activities if required.

There are materials not currently being recycled which need to be captured if Blaenau Gwent is to meet Welsh Government's recycling targets, avoid disposal costs and avoid potential fines. Whilst some of that material ends up in the wrong bag or bin because a few residents make an honest mistake, or they're unaware of all the items that can be recycled, there are households that have so far resisted all attempts to engage with recycling. They fail to deal with their waste properly. Therefore, a new approach is needed to change the behaviour of these households and ensure that they comply with recycling policy.

The aim of the 'Keeping up with the Joneses' campaign and change in Council policy is to increase participation in recycling amongst the communities that recycle very little or nothing at all. Starting with **Engagement First** there will be an escalating process, using tailored messaging, to **Fair and Equitable Enforcement**.

Blaenau Gwent has a team of Waste Wardens and the aims of this **engagement first** objective will provide clear direction when working closely with residents to: -

- Spread the message on the breadth of services offered,
- Support the residents to access these services available and relevant to them,
- Explain how they can recycle more, and
- Work with schools to educate our future generations.

4.2.2 Schools

Schools and Council buildings will be offered a comprehensive recycling led service to further maximise recycling and to encourage recycling behaviours in the work place and with our future generations.

4.2.3 Business

Blaenau Gwent already provides a trade waste service and requires all its customers to also sign up to recycling services. In 2019 Blaenau Gwent will recruit resource specifically to develop and grow this service following a full review of these services carried out in 2018.

Future planned actions aim is to ensure that opportunities to enhance the service are maximised and that it remains financially and commercially viable for the Council to continue to deliver. It will seek to influence behavioural change in local businesses and encourage the recycling behaviours adopted at home to be transferred to the work place.

To enable Blaenau Gwent to focus on the conversion of the collection service to one that is recycling led, enabling local businesses to respond to the regulations of the Environment (Wales) Act 2016 it is investing in a bespoke multi-stream collection vehicle.

In 2020 a new pricing structure will be introduced to reflect the drive towards **maximising recycling** and to ensure that the service is competitive with other commercial providers and reflects regulatory requirements for the segregation of different wastes by businesses ensuring that clean, uncontaminated recyclable materials can be separated before moving onto the next stage in the process.

4.3 Ambitious Targets to Maximise Recycling

Blaenau Gwent's waste and recycling services follow the principles of the Welsh Government Blueprint, as identified in Section 1.2 above, and aim to maximise recycling, produce high quality materials for reprocessing, and to minimise the disposal of waste, all in ways which are convenient for its residents and local businesses.

Appendix 2 details the current service provided to residents and businesses in Blaenau Gwent. In summary the service delivered to most residents is a 3-weekly collection of residual waste fortnightly collection of green waste (March to November only) and a weekly collection of dry recycle materials, food waste and AHP.

Weekly residual waste collections are provided to local business and all customers are required to sign up for recycling services.

Blaenau Gwent recognises that **Working Together** with all stakeholder groups will be necessary if services are to reach all residents and businesses within the county borough boundaries. It will work with these groups to design and tailor services to maximise the reach of services and the level and value of recycling.

In 2021 Blaenau Gwent will investigate options to enhance its bulky waste service to capture a greater percentage of reusable items, collected from its residents, and how it can provide storage

and access to these items for residents. This will not only provide affordable good quality furniture and household items but will divert these from disposal and so **maximising recycling**.

Welsh Government has set the **ambitious target** of 70% recycling in 2014/25. Blaenau Gwent will continue to implement service enhancements and expand recycling opportunities for residents to achieve these targets. All services from street cleansing, with new “On the Go” bins, to front line collection services will be adapted to maximise recycling. It will work together with other local authorities and WG to identify new materials for recycling where ever it is economically viable and provides value for money.

In 2021/22 a trial will be carried out on the feasibility of lower frequency of residual collections with a target of introducing either monthly or four weekly collections, borough wide, in 2022/23. This will be proceeded by clear **engagement first**, as per the commitments in this strategy document and hand in hand with **fair and equitable enforcement** as described below in section 4.5.

In 2019/20 to further encourage Blaenau Gwent residents to **maximise recycling** it will implement its “Closed Lid Policy” on residual bins. It will ensure that sufficient recycling containment is available to all residents to enable this.

4.4 Strong Community

One of the keys aims of the Corporate plan is to “*build the relationships across the Council to support organisations and partners to deliver services in different ways.*”

Blaenau Gwent will continually review its services, seek new ways to work with its communities and stakeholders, to ensure best practise is implemented and services are retained locally for the Blaenau Gwent community.

Working with partners, third sector organisations and the community, Blaenau Gwent will introduce reuse at its HWRCs, ensure that trade waste services are competitive, affordable and accessible for all local businesses and schools, and create work programmes to improve employability and opportunity for unemployed residents at its future reuse outlets.

Where we need to procure goods and services, for example in the building of the new regional depot, Blaenau Gwent will seek to maximise the community benefit by awarding contracts locally, if economically viable, and to promote employment from Blaenau Gwent communities.

4.5 Fair and Equitable Enforcement

When all communication and engagement routes have been exhausted Blaenau Gwent acknowledges that it may need to use the powers invested in it under S46 of the Environmental Protection Act 1990 to take enforcement action against residents who are not following Blaenau Gwent policies for recycling. Blaenau Gwent, however, will always adopt **Engagement First and Fair and Equitable Enforcement** and continue to give every opportunity to participate in the correct manner.

Enforcement of any kind will only be used when all other methods of communication and engagement have been exhausted.

A clear policy and process will be communicated to residents so wherever possible all recycling is captured. This will be focused and action specific so that those residents who do not participate are the ones who are targeted. Data will be captured so that Blaenau Gwent can ensure that messages and the communication mediums selected, will be specifically targeted for estates, postcodes, streets etc. using positive re-enforcement.

Fair and Equitable Enforcement is about targeted communication and engagement with residents who do not participate, aimed at encouraging and helping them to take part and to be able to understand the positive impact other residents' actions have.

Fair and Equitable Enforcement goes hand in hand with recognition, and highlighting good practice and success, rather than any form of incentivisation which could be seen as rewarding those who do not participate, rather than recognising those who do. Communication messages will be all about recognising what others have achieved when they participate.

5.0 Monitoring

5.1 Measure and review

Annual Review - Blaenau Gwent will regularly review the outputs of this strategy and action plan. Officers and members will monitor costs and also progress against waste and recycling targets. Officers will work within Blaenau Gwent's scrutiny process to ensure that members are aware and have the opportunity to examine progress against this action plan.

As this strategy covers such a significant time period it is also likely that other external factors such as changes in the financial markets, developments in technology and indeed developments within Blaenau Gwent itself, mean that it is sensible to undertake a more significant review every three years, or before a significant policy decision point.

Post Service Change Review and Monitoring and Measurement

To understand the impact of any change of service key metrics should be captured to reflect the baseline position and also the position post service change. This information should be captured and analysed by the waste and recycling team and reported to the Executive Member for the Environment. The recommended monitoring data to be captured can be found in Table 3.

Table 3: Key Performance Indicators

Service Change or	Data	Frequency
-------------------	------	-----------

Engagement Activity		
Kerbside Collections	Waste and Recycling Tonnages	Monthly
	Recycling Rate	Quarterly
	Service Costs	Monthly
	Number of households	Monthly
	Service Set Out and Participation	Annual
	Customer Service Quality Survey	Every 2 Years
Periodic Re-routing exercise	Number of vehicles	Annually
	Number of Households	Monthly
	Service Costs	Annually
Household Waste Recycling Centres	Waste and Recycling Tonnages	Monthly
	Recycling Rate	Quarterly
	Amount of Material Sent for Re-Use	Monthly
	Capital and Operational Costs	Monthly
	Site Usage	Monthly
	Customer Service Quality Survey	Every 2 years
Engagement and Education	Food Waste Participation Numbers	Annually
	Recycling Participation Numbers	Annually
	Service Quality Survey	Every 2 years
Trade Waste and Recycling	Waste and Recycling Tonnages	Monthly
	Recycling Rate	Quarterly
	Capital and Operational Costs – including profit and loss accounts	Monthly
	Number of Customers	Monthly
	Number of Customers Gained and Lost	Monthly
	Average Cost Per Lift and Average Charge Per Lift	Annually

As identified in Table 3 above Blaenau Gwent will carry out a Service Quality Survey, every 2 years, to ask its stakeholder if it has delivered what it said it would. In developing the actions, and changes needed to the service, Blaenau Gwent has considered what its service should look like.

Table 4: What Good Looks Like for Stakeholders

Welsh Government Strategic Target Areas	2024/25 Targets	What Does Good Look Like for Blaenau Gwent Stakeholders
Min. levels of reuse & recycling/composting	70%	<ul style="list-style-type: none"> • 100% of residents have collections services enabling them to recycle • Residents have access to information allowing them to participate in maximising recycling • Any waste that is produced is placed in correct recycling containers • Council provides collections in the right container at the right place and on time
Min. proportion of reuse /recycling /composting from source separation (incl. bring banks and HWRCs)	80%	<ul style="list-style-type: none"> • Council sources economic and environmental solutions for an increased range of materials • Residents are informed on the range of materials and bring minimal non-recyclable waste to the HWRCs • Residents have places to go where experts can repair broken goods and extend their life • Residents have advice on how to upcycle their own goods and textiles
Max. level of landfill	5%	<ul style="list-style-type: none"> • Maximum sorting and capture of materials at kerbside and HWRCs • Minimum food waste and information freely available to all residents • Minimum textiles discarded in residual waste – advice freely available to residents
Max. level of energy from waste	30%	<ul style="list-style-type: none"> • Council has in place policies that promote engagement first and fair and equitable enforcement last, giving every resident the opportunity to participate in services in the correct manner to maximise recycling
Min. levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment (WEEE))	1.0%	<ul style="list-style-type: none"> • Residents have access and use reuse shops and reuse networks where they can pass on goods to others • Re-use services generate an income for re-investing into the service and into the community • Council works closely with the third sector to create work programmes to improve employability and opportunity for unemployed residents

5.2 Commitment to our Goals - Timeline

Appendix 1 identifies the immediate actions to meet Welsh Government targets in this financial year and to avoid any potential fines. Appendix 2 identifies the key actions to deliver Blaenau Gwent’s Objectives. They outline Blaenau Gwent’s commitment to continuous improvement, the delivery of statutory objectives and engagement with its stakeholders throughout the process. The

dates indicated are the dates at which Blaenau Gwent will start work on the evaluation and delivery of any specific action.

How these actions will be tactically delivered, including the detailed content and roll-out of the integrated communication, supporting these Objectives, will be determined at the point each project and element of change is to be implemented.

6.0 Investment

There are number of actions, included in Appendix 1 and 2 that will require capital investment. For capital spend that continues to move the Council towards the Welsh Government Blueprint, Blaenau Gwent will prepare capital grant applications justifying how the investment would assist in meeting or exceeding of statutory targets through the identified service change or enhancement. In addition internal invest to save business cases will be developed.

Other actions will require revenue investment from within a revenue budget which is increasingly stretched. In these circumstances a case by case cost benefit analysis will be carried out to identify how the actions can be delivered though invest to save means. These potential investments are identified below and give estimates of the level of investment.

Communications – an outline communication, educational and behavioural change programme will be developed, which further enhance the measures already in place. Blaenau Gwent will ensure that the work of the team of waste wardens delivers the **Biggest impact** from targeting the audience and those materials evidenced to give the greatest improvement to **Generate return on investment**, To minimise the impact on its revenue budget Blaenau Gwent will utilise National Initiatives and seek support from Welsh Government and WRAP to implement these.

Value for money – for each communications initiative and service change Blaenau Gwent will ensure value for money and will look to tap into national initiatives and adopt existing toolkits, to utilise WRAP communications and operational experts and collaborate with surrounding authorities to adopt best practice, as it exists.

Appendix 1: 2019/20 Detailed Action Plan and Timeline

Service	Strategic Objective	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2019	Feb 2019	Mar 2019
Kerbside Recycling	Ambitious Targets to Maximise Recycling	Green waste promotion			Distribute 'Keeping up with the Joneses' leaflet to all households				Evaluation of 'Keeping up with the Joneses' campaign, and no side waste policies			
	Ambitious Targets to Maximise Recycling		Rear Lane vehicle data gathering			Introduce additional rear lane vehicles						
Recycling	Ambitious Targets to Maximise Recycling Working Together		Litter pickers to segregate bottles, cans and plastics from general litter		Evaluate effectiveness and results of litter pickers' segregation	Litter bin waste to be pre-sorted at Silent Valley to extract recyclables				Evaluate effectiveness and results of litter bin sorting		
	Strong Communities Ambitious Targets to Maximise Recycling	Order 'On the Go' recycling bins for Town Centres	Introduce 'On the Go' recycling bins in Abertillery Town Centres	Introduce 'On the Go' recycling bins in Town Centres			Evaluate effectiveness and results of "On the Go" bins					

Service	Strategic Objective	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2019	Feb 2019	Mar 2019
Kerbside Residual	Ambitious Targets to Maximise Recycling	Final round of side waste enforcement			Bin swaps for single occupancy households							
	Fair and Equitable Enforcement											
	Ambitious Targets to Maximise Recycling					Begin route optimisation of residual and AHP rounds to improve efficiency						
	Fair and Equitable Enforcement											
Trade Waste	Ambitious Targets to Maximise Recycling		Recruitment of Waste Services Operations Officer and Assistant Team Leader									
	Working Together											
	Ambitious Targets to Maximise Recycling		Commercial Waste & Development									
Engagement and Education	Engagement First		Engagement Roadshows and Comms for closed lid policy			On-going follow up 'Keeping up with the Joneses' campaign in	On-going follow up 'Keeping up with the Joneses' campaign in	On-going follow up 'Keeping up with the Joneses' campaign in		On-going follow up 'Keeping up with the Joneses' campaign in	On-going follow up 'Keeping up with the Joneses' campaign in	On-going follow up 'Keeping up with the Joneses' campaign in

Service	Strategic Objective	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2019	Feb 2019	Mar 2019
						low participating areas and no side waste	low participating areas and no side waste	low participating areas and no side waste		low participating areas and no side waste	low participating areas and no side waste	low participating areas and no side waste
Communications – reporting and approval	Engagement First Ambitious Targets to Maximise Recycling	Waste Strategy Development				Waste Strategy and New HWRC reports to Scrutiny						

Appendix 2: Summary Action Plan and Timeline

These are the proposed key actions – how they will be tactically delivered will be determined at the point each project / change is to be implemented.

	Strategic Objective	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
			64%		Local Government Elections			70%
HWRC	Strong Community Working Together	Outline Business Case for second site and planning permission	Develop and build second HWRC Explore operational options for Reuse shop and financial implications of operating two sites	Opening of second site and Reuse shop	Investigate options for bulky waste storage at New Vale for reuse	Open re-use furniture and large items shop at New Vale		
	Ambitious Targets to Maximise Recycling	Introduction of black bag sorting at New Vale	Undertake civils work improvements at New Vale					
Kerbside Recycling	Engagement First		Deliver behaviour change programme – “Keeping up with the Joneses”	On-going follow up ‘Keeping up with the Joneses’ campaign in low participating areas	On-going follow up ‘Keeping up with the Joneses’ campaign in low participating areas	On-going follow up ‘Keeping up with the Joneses’ campaign in low participating areas	On-going follow up ‘Keeping up with the Joneses’ campaign in low participating areas	
	Ambitious Targets to Maximise Recycling	Trial separate containment at kerbside for cardboard	Improve capture of recyclate in the Street Cleansing service with ‘On the Go’ bins, segregation of litter picking waste	Consider plastic bag/film recycling - follow outcome of trial in Merthyr	Plan for fleet replacement	Market review to identify further opportunities for extending recycling materials	Introduce financially viable new materials for recycling	Consolidate extended service to maximise recycling
			Introduce rear lane vehicles	Review options regarding provision of waste receptacles to residents		Replace fleet - future proof for new / additional materials		
Kerbside Residual	Ambitious Targets to Maximise	Side Waste Enforcement phased	Continue with side waste enforcement	Continue with side waste enforcement	Continue with side waste	Continue with side waste enforcement	Continue with side waste	Consolidate new service to maximise

Page 124

	Strategic Objective	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
			64%		Local Government Elections			70%
	Recycling Fair and Equitable Enforcement	in across borough		Introduce revised residual and AHP rounds.	enforcement	Plan for fleet replacement	enforcement Procure new fleet	recycling
	Ambitious Targets to Maximise Recycling		Route optimisation of residual and AHP rounds to improve efficiency	Review residual collection frequency	Trial reduced residual frequency – monthly	Introduce reduced residual frequency		
Waste Transfer Station	Working Together Ambitious Targets to Maximise Recycling		Ensure transfer station is future proofed to incorporate further developments Investigate options available for baling	Procure new baler	Introduce baling solution			
	Working Together		Outline Business Case for regional wood facility.	Develop and build regional wood facility.				
Trade Waste	Strong Community Ambitious Targets to Maximise Recycling	Recruit new Officer. Complete audit of all customers	Investigate vehicle options to be able to offer a multi stream recycling collection. Introduce a phased revised pricing structure	Re-launch trade waste service to be recycling led and to respond to Environment Act. Focus on conversion of customers to recycling	Target all schools and Council buildings. Develop and grow trade waste service		Grow service - review service to provide access to all local businesses.	Create network of Community Recycling Ambassadors in schools, Council Buildings and local businesses
Engagement and Education	Engagement First		Communicate Waste Services Vision and Objectives to all stakeholders		Survey residents to ensure we are delivering what we said we would		Carry out participation study and deliver a focussed and targeted communications to maximise	Survey residents to ensure we are delivering what we said we would

	Strategic Objective	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
			64%		Local Government Elections			70%
							recycling	
			Update web-site					
Communications supporting service changes	Engagement First Ambitious Targets to Maximise Recycling			Publicise and market the new reuse shop	New social media communications for reuse HWRC site shop and bulky items outlet	Communications for reduced frequency residual collections and enhanced recycling		
					Commercial marketing of trade waste and recycling service			
Regional Fleet Facility	Working Together Strong Community	Site options appraisal for Regional Fleet Facility	Outline business case for new Regional Fleet Facility	Financial options for new Regional Fleet Facility. Planning permission sought	Construct new Regional Fleet Facility			

Appendix 3: Current Service

Blaenau Gwent County Borough Council	
Residual Waste	<ul style="list-style-type: none"> Collected 3 weekly using 240 litre bins or 4 black bags per household, with no side waste accepted.
Recyclate	<ul style="list-style-type: none"> Weekly collection of recyclate for all households in either a Troliboc, 55-litre black boxes with different coloured lids, to distinguish the materials, and hessian reusable sacks. Recyclate collected weekly include food tins and drink cans, empty aerosols, newspapers, magazines and junk mail, catalogues and telephone directories, glass jars and bottles, plastic bottles, mixed plastics, clothes, textiles and paired shoes, small WEEE and domestic batteries. A weekly AHP and nappy collection service is open to all household which provides extra capacity where needed. Provision of 1 HWRC - with black bag sorting required.
Organics	<ul style="list-style-type: none"> A weekly collection of green waste is operated from March to November each year collected in green hessian sacks. Food Waste is collected source segregated on a weekly basis in 23 litre green caddies. The Authority supplies food liners to residents for this service.
Trade Waste	<ul style="list-style-type: none"> Weekly Residual Waste collections to approximately 300 trade customers. All customers have residual and recycling collection contracts.
Disposal	<ul style="list-style-type: none"> Residual Waste is treated at Viridor's Energy from Waste Facility at Trident Park in Cardiff. The contract is for a period of 25 years. Earliest contract expiry is 2040.
Contractual Arrangements	<ul style="list-style-type: none"> Food Waste is treated at the Severn Trent AD facility at Bridgend. The contract is for a period of 15 years. Earliest Contract expiry is 2033. Garden waste is treated at Cowbridge Compost facility in Vale of Glamorgan. The contract is for a period of 4 years. Earliest contract expiry is 2021. Silent Valley Waste Services Ltd are contracted to operate the New Vale HWRC and the Waste Transfer Station on behalf of BG and are the permit holders for both sites.

Appendix 4: Integrated Communication Package – a practical approach

Communications that underpins the strategy to achieve Blaenau Gwent's goals

- There will be a **focus** on – and prioritisation of – those behaviours/actions which will make the greatest contribution to the waste and recycling strategy's overarching objectives.
- Communications and engagement **activity must align with and complement the wider waste strategy**. In particular this means linking with any future service changes as identified in the Action Plan in Appendix 1. The focus will be on delivering excellent service change communications, with additional communications, engagement and behaviour change activity scheduled in around this.
- Adopting a **project-focused** rather than 'always on' communications approach, with two types of communications project: those linked to service change (time-specific and delivered as an integral element of the wider service change), and those not linked to service change (non time-specific and delivered as discrete projects), all of which will have clear objectives and timelines. This means that at any one time there may be **one key communications focus**; it also means that there will be short periods between projects during which there will remain only a low level of communications outputs e.g. the Council's social media accounts.
- Developing communications activities and materials from scratch can be expensive and time-consuming. Where possible, the Council will **make use of existing materials/templates** etc, amending them as necessary to meet its own specific needs. This does not mean that 'one size fits all', only that where possible, the Council will continue to make use of existing materials/templates etc as a starting point, with additional bespoke materials and activities to be developed at a later stage as needed. This approach is **low-cost and low-risk** compared to developing materials from scratch.
- Investigating opportunities to **benefit from the Welsh Government's Behaviour Change Programme** and other national initiatives as they are developed. This is likely to provide multiple opportunities for participation and collaboration.
- Continuing to make the most of **existing networks and partnerships**.
- Using findings from planned trials **target specific audience segments** using the channels and messages that will best work for them. The focus will remain on targeting those segments which will have the **greatest impact – which will also deliver the best value for money**.

Appendix 5: Well Being Goals

How Blaenau Gwent's Strategic Waste Objectives and Action Plan will result in multiple benefits for our communities and contribute to the national well-being goals.			
Well-being goals	5 ways of working and how we will deliver	Blaenau Gwent's Strategic Waste Objectives that deliver against well-being goals	How actions beneficially contribute to the national well-being goals
<p>A prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	Long-term	<p>Strong Community</p> <p>Ambitious Targets to Maximise Recycling</p> <p>Working Together</p>	<p>Services designed so that everyone can participate.</p> <p>Maximise benefits of emerging technologies to recycle more and introduce additional materials.</p> <p>Providing residents with a more suitable HWRC and re-use facilities for the future to achieve 70% recycling rate by 2025.</p> <p>As new materials are included in the recycling services Blaenau Gwent will first seek reprocessing outlets in Wales.</p>
<p>A more equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances).</p>	Integration and Collaboration	Strong Community	<p>Services that are accessible to all residents, local businesses and visitors to Blaenau Gwent.</p> <p>Improvements to HWRC will</p>

			allow alterations to be made in order to accommodate everyone.
		Fair and Equitable Enforcement	Engagement and communications that give everyone the opportunity to participate in recycling and waste minimisation schemes.
A Wales of cohesive communities Attractive, viable, safe and well-connected communities.	Collaboration and Involvement	Engagement First	Blaenau Gwent will encourage residents and local businesses to participate in and use the services provided to them to ensure that quality of service is maintained at all times
		Working Together	Working with residents and local stakeholders for an inclusive and community focused waste management and recycling service. Encourage community resilience and enable individuals to help others. Listen to our workforce and involve them in future decisions and service changes. Waste Wardens will work together with third sector partners to develop employment opportunities and enhance qualifications such

			as training in NVQs, to increase re-use and the wider social benefits.
<p>A healthier Wales A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	Integration and Involvement	<p>Engagement First</p> <p>Strong Community</p>	<p>Waste Wardens will work with schools, in conjunctions with our Biodiversity Team, so our children understand how they can make a difference from an early age.</p> <p>Targeted education - encouraging people to do the right thing by appealing to their sense of belonging. Focusing messages with emphasis on the positive and appealing to residents’ sense of identity and community.</p> <p>Blaenau Gwent will make its services accessible to all new residents, to ensure they have both the information and equipment to participate.</p>
<p>A resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the</p>	Long-term	<p>Strong Community</p> <p>Ambitious Targets to Maximise Recycling</p>	<p>An inclusive strategy that is aligned to the waste hierarchy and supports its Corporate plan for Strong & Environmentally</p>

capacity to adapt to change (for example climate change).			Smart Communities
<p>A globally responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>	Prevention	<p>Strong Community</p> <p>Ambitious Targets to Maximise Recycling</p>	A strategy that is aligned to the waste hierarchy through providing opportunities to recycle what is produced and reducing the amount of waste disposed.
<p>A Wales of vibrant culture and thriving Welsh language A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>	Involvement and Collaboration	<p>Engagement First</p> <p>Working Together</p>	Engagement - all communications with our community will be provided in English and Welsh.

The Five Ways of Working

Long-term - The importance of balancing short-term needs with the needs to safeguard the ability to also meet long-term needs.

Integration - Considering how the public body’s well-being objectives may impact upon each of the well-being goals, on their objectives, or on the objectives of other public bodies.

Involvement - The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.

Collaboration - Acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives.

Prevention - How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.

WRAP's vision is a world in which resources are used sustainably.

Our mission is to accelerate the move to a sustainable resource-efficient economy through re-inventing how we design, produce and sell products; re-thinking how we use and consume products; and re-defining what is possible through re-use and recycling.

Find out more at www.wrapcymru.org.uk



Agenda Item 12

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**
Date of meeting: **13th November 2019**
Report Subject: **The Strategic Business Case - Development of a Second Household Waste Recycling Centre (HWRC) at Roseheyworth South Business Park**
Portfolio Holder: **Cllr. G. Collier, Deputy Leader / Executive Member, Environment**
Report Submitted by: **Head of Community Services**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
22/10/2019	29/10/19	30.10.19			11/11/19	13/11/19		

1. **Purpose of the Report**
For Members to consider the Strategic Business Case for the development of a second Household Waste Recycling Centre (HWRC) in Roseheyworth.
2. **Scope and Background**
 - 2.1 The development of a second Household Waste Recycling Centre supports the Council Priority *'Strong and Environmentally Smart Communities'* in particular *'to increase rates of recycling to enable us to achieve national targets'* and will contribute towards the 70% target. The development of a second site will improve accessibility for residents and provide capacity to introduce re-use of household items with access to furniture and items for the community and although likely modest in value, will generate income for re-investing into the service and into the community. In particular, this reuse project provides an opportunity to work with third sector partners, who can access funding schemes to improve employability and work programmes in the Borough.
 - 2.2 The Authority currently operates one HWRC which continues to be operated by Silent Valley Waste Services Ltd and is based on the Waun-y-Pound Industrial Estate in Ebbw Vale. The site, named "New Vale" achieved a recycling rate of 80% during 2018/19 following improvement works undertaken in 18/19 and the introduction of the bag sorting policy. These improvements and the change in policy were intended to support an increase in the recycling rate in Blaenau Gwent and assist the Council in moving towards 64 and 70% targets
 - 2.3 In December 2017, there were recommendations to progress with a two site strategy for Household Waste Recycling Centre provision within Blaenau Gwent, that included the following:
 - A business case is developed and prepared for the development of the New Vale HWRC and a second facility in Ebbw Fach Valley at the south of the Roseheyworth Industrial Estate.

- 2.4 This report provides an update on the progress for the development of a second HWRC at Roseheyworth South Business Park, including the strategic business case, outline design and financial implications for developing and operating a second site. The proposals for further investment at the New Vale site have not been developed further at this stage due to the increased performance at the site.
- 2.5 WRAP (Waste and Resources Action Programme) have worked closely with Blaenau Gwent to develop a Strategic Business Case for the proposed new HWRC site at Roseheyworth detailing how it can address local challenges whilst responding to statutory goals, **Appendix 1**.
- 2.6 The Strategic Business Case identifies that a second HWRC would improve the accessibility for residents to a HWRC and would contribute a 1 percentage point increase in the Council's recycling rate. As the Council moves towards the 70% target it is acknowledged that each percentage point improvement will become more difficult to achieve and all opportunities will have to be considered by the Council. These are set out in the Waste Strategy which is a separate report currently being considered in parallel with this report.
- 2.7 The Strategic Business Case developed by WRAP formed part of the bid to Welsh Government for capital funding for the development of a second HWRC.
- 2.8 In order to ensure that the Council would be in a position to take advantage of any available capital funding (funding would not be approved without Planning Permission being in place), an outline Planning Application was presented to Planning Committee in March 2018 and was approved, subject to a number of planning conditions. A copy of the outline design is included in **Appendix 1 (page 17)**
- 2.9 The Council Leadership met with the Deputy Minister for Housing and Local Government, Hannah Blythyn, on the 8th July confirming the Council's commitment to meet the 64% and 70% recycling targets.
- 2.10 It has now been confirmed by Welsh Government the Council has been successful in its bid for capital funding for a new HWRC with a full award of £2.8 million being made for this facility. The Council had recently approved £520,000 from its capital programme towards the new HWRC. This can now be reallocated back into the capital programme contingency.
3. **Options for Recommendation**
- 3.1 The Community Services Scrutiny Committee will consider the reports and appendices at its meeting on 11th November 2019 and any feedback from the Committee will be provided verbally to the Executive.
- 3.2 **Option 1** – The Executive Committee to approve the Strategic Business Case for the development of a second Household Waste Recycling Centre.

3.3 **Option 2** – The Executive Committee do not approve the Strategic Business Case for the development of a second Household Waste Recycling Centre.

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

Council Priorities

The development of the HWRC infrastructure supports the Council Priority ‘*Strong and Environmentally Smart Communities*’ in particular ‘*to increase rates of recycling to enable us to achieve national targets*’.

Statutory Responsibilities

Local Authorities in Wales have been set statutory recycling targets through the Wales Waste Measure 2010, and failure to meet the targets will result in a financial penalty from Welsh Government.

Well-being Plan

The development of the HWRC infrastructure supports the following Well-Being objectives:

- Blaenau Gwent wants to look after and protect its natural environment; and
- Creating a vibrant area that lives in harmony with its natural environments, using resources in a fair and sustainable way.

5. **Implications**

5.1 **Impact on Budget (short and long term impact)**

5.1.1 **Capital**

Roseheyworth Business Park South is anticipated to require a total capital investment in the region of £2.8m in order to develop HWRC facilities at the site. Further breakdowns of the estimated costs for a new HWRC are shown in table 1 below.

Table 1: Estimated costs for a new HWRC

Description of works	Estimated cost
Access, preliminaries and civils work	£2,500,000
Mechanical and electrical	£300,000
Land reclamation payment to Welsh Government	£75,000
Total	£2,875,000

5.1.2 **Capital Funding**

It has now been confirmed by Welsh Government the Council has been successful in its bid for capital funding for a new HWRC with a full award of £2.8 million being made for this facility. The Council had recently approved £520,000 from its capital programme towards the new HWRC. This can now be reallocated back into the capital programme contingency.

Revenue

The indicative full year revenue costs at the new site have been modelled at £497,183 p.a. operating on the same basis as the New Vale Facility, i.e. 7 days a week (Please see **Appendix 2**). Reducing hours and days of operation will reduce the potential revenue costs associated with the new site.

Year 1 revenue costs will potentially be lower as a result of the new facility not becoming fully operational until qtr2 (July onwards).

Revenue staffing costs have been modelled on the foundation living wage.

5.2 Risk including Mitigating Actions

5.2.1 Option 1 – Members approve the Strategic Business Case for the development of a second Household Waste Recycling Centre.

- a) HWRC may not achieve the desired recycling performance. In order to mitigate this risk, the site design and layout has been developed in a way to maximise the capture of recyclate brought into the site. Performance improvements will also be dependent upon effective management of the HWRC and relevant training for operatives.
- b) As outlined above, there will be revenue implications of £497,183 associated with operating the new HWRC site in line with the current New Vale opening times. Changing opening and hours of operation could reduce revenue requirements but may also potentially have a negative impact on recycling performance.

5.2.2 Option 2 – Members do not approve the Strategic Business Case for the development of a second Household Waste Recycling Centre.

- a) The authority may risk its reputation with Welsh Government if it declines the offer of capital funding.
- b) It will have a negative impact on the Council's recycling performance, whereby the Council will be fined £60,000 for every 1% below the target.
- c) There will be reputational damage between the Council and the Public who are keen to see the site developed.

5.3 Legal

In order to operate the second HWRC the operator will require a valid permit from Natural Resources Wales (NRW). The permit application is in the process of being developed with NRW in line with the planning application to ensure the site will be permitted once constructed.

5.4 Human Resources

Number of staff required will depend on the number of days the site is operational, with potentially a maximum of seven staff if the site is open seven days a week.

6. **Supporting Evidence**

6.1 **Performance Information and Data**

The HWRC contributes approximately 13 percentage points towards the overall recycling rate for the Council. In order to contribute towards the statutory target of 70%, the Welsh Government Collection Blueprint sets a target for HWRC performance at an 80% recycling rate.

The recycling rate for New Vale Household Waste Recycling Centre is as follows:

Year	HWRC Recycling Rate
2014/15	66.42%
2015/16	60.33%
2016/17	62.59%
2017/18	56.16%
2018/19	79.78%

Modelling undertaken by WRAP as part of the report 'A review of HWRC provision in BGCBC' in September 2017 shows that a 1 percentage point increase in the Authority's recycling rate would be achieved by providing a second site.

Performance improvements are dependent upon effective management of the HWRC.

6.2 **Expected outcome for the public**

Improved service and accessibility through greater HWRC provision across the borough and a Reuse option available for residents.

6.3 **Involvement** (*consultation, engagement, participation*)

Through the planning process, the public have been consulted and their views have been sought regarding the development of a second HWRC in the borough. The majority of views expressed by the public during the consultation period were positive and the development was well received.

6.4 **Thinking for the Long term** (*forward planning*)

Blaenau Gwent is committed to protect and sustain the environment and provide all Blaenau Gwent residents with an efficient, smart and modern waste management and recycling service for now and into the future. A second HWRC will provide a resilient, fit for purpose site designed to support the meeting of future targets. It will provide improved access for residents hence adding amenity value and provide opportunities through the Re-use shop for both commercial and community benefits.

6.5 **Preventative focus**

Blaenau Gwent will explore opportunities to divert waste from disposal by increasing the levels of re-use and recycling through the HWRC infrastructure.

6.6 **Collaboration / partnership working**

Blaenau Gwent will work together with its residents, contractors, community groups and the third sector to increase the range of materials able to be recycled, maximise recycling and value, and increase the opportunity for re-use at the site.

6.7 **Integration** (*across service areas*)

6.8 **EglA** (*screening and identifying if full impact assessment is needed*)

7. **Monitoring Arrangements**

7.1 The performance of the Household Waste Recycling Centre will be monitored by the service on a monthly basis, including, but not limited to:

- Tonnage of residual, recyclables and reuse collected at the site;
- Recycling performance of site;
- Financial position; and
- Performance of Reuse shop.

Highlight reports on progress will be provided through the internal CCP Board Meetings.

Background Documents /Electronic Links

Appendix 1 – Strategic Business Case;

Appendix 2 – Estimated revenue costs new HWRC

Strategic Outline Case

Blaenau Gwent New HWRC



This report provides a Business Case for the proposed new HWRC site at Roseheyworth and how it can address the local challenges whilst responding to statutory goals.

WRAP's vision is a world in which resources are used sustainably.

Our mission is to accelerate the move to a sustainable resource-efficient economy through re-inventing how we design, produce and sell products; re-thinking how we use and consume products; and re-defining what is possible through re-use and recycling.

Find out more at www.wrapcymru.org.uk

Document reference (please use this reference when citing WRAP's work):
WRAP, 2018, Blaenau Gwent CBC, BGCBC New HWRC Strategic Outline Case V7 210319

Written by: Collaborative Change Programme WRAP Cymru.

Front cover photography: Roseheyworth Development Site

While we have taken reasonable steps to ensure this report is accurate, WRAP does not accept liability for any loss, damage, cost or expense incurred or arising from reliance on this report. Readers are responsible for assessing the accuracy and conclusions of the content of this report. Quotations and case studies have been drawn from the public domain, with permissions sought where practicable. This report does not represent endorsement of the examples used and has not been endorsed by the organisations and individuals featured within it. This material is subject to copyright. You can copy it free of charge and may use excerpts from it provided they are not used in a misleading context and you must identify the source of the material and acknowledge WRAP's copyright. You must not use this report or material from it to endorse or suggest WRAP has endorsed a commercial product or service. For more details please see WRAP's terms and conditions on our website at www.wrap.org.uk

Executive summary

This business case strategically addresses the need to build a second and new HWRC site at Roseheyworth South Business Park.

In 2016/17, Blaenau Gwent achieved an overall recycling rate of 57% which was below the interim statutory target of 58%. In 2017/18 the result for Blaenau Gwent remained at 57%. This means that the Council must continue to increase recycling performance by 5% over the next two years (2018/19, 2019/20) if it is to meet the next Statutory Recovery Target of 64%.

The development of a new site will provide the residents of Blaenau Gwent with accessible and improved recycling facilities. The sites will also help the Authority ensure that there is sufficient provision for managing waste growth associated with anticipated housing development and general economic growth.

A new site will also provide capacity to introduce re-use of household items with benefits of improved recycling rate for Blaenau Gwent, access to furniture and items for the community and although likely modest in value, will generate income for re-investing into the service and into the community. In particular, using this project as a platform to work with third sector partners, who can tap into funding schemes to improve employability and work programmes in the Borough.

In 2018/19 Blaenau Gwent introduced black bag sorting at its' HWRC in New Vale showing early results of an 80% decrease in residual waste, in the first quarter. Anecdotal evidence from bordering Local Authorities suggests that some residual tonnage has shifted across the border. It is crucial to note that these neighboring authorities are also considering the introduction of black bag sorting and various methods of residency checks. This is therefore likely to drive Blaenau Gwent residents and tonnages back into its' own HWRC network, and supports the need for Blaenau Gwent to have its' own infrastructure capable of dealing with not only today's tonnage but also future housing growth.

Capital will be required to build a new, modern and "future proofed" HWRC at Roseheyworth Business Park South. It is the intention to submit this business case to Welsh Government seeking grant assistance.

Capital Expenditure Type	Total
Access, prelims and civils etc.	£2,500,000
Mechanical and Electrical	£300,000
TOTAL	£2,800,000

Blaenau Gwent will appoint an internal engineer to manage a tender process to evaluate and appoint a contractor to manage the build and commissioning of the new HWRC site. The internal engineer will also project manage the contractor throughout this period.

Contents

- 1.0 The Strategic Case..... 3**
 - 1.1 Strategic Context3
 - 1.2 Organisational Overview4
 - 1.3 Business Strategy and Aims5
 - 1.4 Business Investment Objectives6
 - 1.5 Existing Arrangements.....6
 - 1.6 Business Needs.....7
 - 1.6.1 Current Needs7
 - 1.6.2 Future Needs.....7
 - 1.7 Scope of preferred option7
 - 1.8 Benefits Criteria9
 - 1.9 Strategic Risks9
 - 1.10 Constraints and Dependencies 11
- 2.0 The Economic Case 12**
 - 2.1 Critical Success Factors..... 12
 - 2.2 Options Appraisal 12
- 3.0 The Outline Commercial Case..... 14**
 - 3.1 Procurement Strategy..... 14
 - 3.2 Timescales 14
- 4.0 The Outline Financial Case 15**
 - 4.1 Summary financials 15
 - 4.1.1 New HWRC at Roseheyworth 15
 - 4.2 Revenue costs 15
 - 4.3 Potential Sources of Funding 15
 - 4.3.1 Blaenau Gwent Prudential Borrowing 16
 - 4.3.2 Welsh Government Capital Support 16
- 5.0 The Outline Management Case 16**
 - 5.1 Build and Commissioning Control..... 16
 - 5.2 Operation of the new HWRC 16
 - 5.3 Summary of overarching legal advice..... 16
- A.1.0 New HWRC Design 17**
- A.2.0 HWRC Impact on Local Authority Recycling Rates 18**
- A.3.0 Well Being Goals..... 20**

Tables

- Table 1: Headline targets for Municipal Waste from WG – Towards Zero Waste**
- Table 2: Business Investment Objectives**
- Table 3: Benefits Criteria**
- Table 4: Project Main Risks**
- Table 5: Project Constraints**
- Table 6: Critical Success Factors**
- Table 7: Sensitivity Scenarios**
- Table 8: Project Timescales**
- Table 9: Capital Expenditure Roseheyworth Business Park South**
- Table10: Capital Expenditure – New HWRC - capital support**

Acknowledgements

The authors would like to thank BGCGC officers Matthew Perry and Lisa Jones.

1.0 The Strategic Case

This Strategic Outline Case (SOC) strategically addresses the need to build a second and new HWRC site at Roseheyworth South Business Park.

This SOC has been prepared using the agreed standards and format for business cases in accordance with the HM Treasury's Green Book, which promotes the "Public Sector Business Cases using the Five Case Model". The Five Case Model format, comprises the following key components:

- the **strategic case** section: sets out the strategic context and the case for change, together with the supporting investment objectives for the scheme;
- the **economic case** section: demonstrates how BGCBC has selected a preferred way forward, which best meets the existing and future needs of the service and is likely to optimise value for money (VFM);
- the **commercial case** section: outlines what any potential project might look like;
- the **financial case** section: highlights likely funding and affordability issues; and
- the **management case** section: demonstrates that the scheme is achievable and can be delivered successfully in accordance with accepted best practice.

1.1 Strategic Context

Towards Zero Waste

Welsh Government has set challenging targets for the recycling of municipal waste in Wales. The overarching waste strategy 'Toward Zero Waste' outlines an ambitious goal of Wales becoming: 'a high recycling nation by 2025 and a zero waste nation by 2050.'

Future municipal waste recycling targets for local authorities are set out in the Welsh Government's waste strategy, made statutory by the Waste (Wales) Measure 2010. These statutory recycling targets to which all local authorities must comply have been set as:

52% by 2012/13
58% by 2015/16
64% by 2019/20
70% by 2024/25

Welsh Government's priorities and principles for collection are summarised as:

- Provision of kerbside collection services that reduce residual waste arisings, collect high levels of clean recyclables and is at lowest overall financial cost,
- Collections services are delivered in a way that helps elicit the desired behavioral changes amongst householders whilst at the same time providing convenience;
- Provision of kerbside collection services that can provide source segregated food wastes to anaerobic digestion facilities that produce renewable energy and soil fertilizer; and

- **Provision of well signed, equipped and staffed Household Waste Recycling Centres that enable as many people as possible to access facilities for recycling as wide a range of materials as possible.**

By 2025, the strategy expects that there will be a 27% reduction in the amount of waste produced across all sectors and that 70% of what is produced will be recycled. Of the remaining 30% a maximum of 5% can go to landfill with the remaining fraction to Energy from Waste.

The Welsh Government has introduced the following more challenging statutory targets for municipal waste within its waste strategy. These are highlighted in the Table 1 below:

Table 1: Headline targets for Municipal Waste from WG – Towards Zero Waste

Target Year	2010/11	12/13	15/16	19/20	24/25
Min. levels of reuse & recycling/composting (or AD)	40%	52%	58%	64%	70%
Min. proportion of reuse /recycling /composting from source separation *	80%	80%	80%	80%	80%
Max. level of landfill	-	-	-	10%	5%
Max. level of energy from waste	-	-	42%	36%	30%
Min. levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment (WEEE))	-	0.4%	0.6%	0.8%	1.0%

*kerbside, bring and/or civic amenity (CA) site

The targets bring with them substantial financial penalties of £200 per tonne, for not meeting the required levels of recycling and/or exceeding the allowable levels of landfill. To put it into context 1% off a target equates to a fine of around £60,000.

Well-being of Future Generations (Wales) Act 2015

The purpose of the Well-being of Future Generations (Wales) Act is to 'improve the social, economic, environmental and cultural well-being of Wales, now and in the future.' Within the Act, sustainable development is identified as a fundamental factor influencing the well-being of future generations and is set as a priority for public bodies, including Welsh councils.

An assessment of how this project will result in multiple benefits for our communities and contribute to the national well-being goals is set out in Appendix 1.

1.2 Organisational Overview

The current HWRC is managed by Silent Valley Waste Services Limited which is a Teckal Company wholly owned by Blaenau Gwent. The Council controls all the shares in the

company and exercises effective day-to-day control. It is assumed that the new site will also be managed under these existing arrangements.

1.3 Business Strategy and Aims

National Policy Context:

The role that HWRCs play in maximising the contribution to the 70% target is a key consideration for local authorities across Wales. The Welsh Government Collections Blueprint sets an 80% recycling rate target for HWRC's in addition to the statutory recovery targets.

Using a broad analysis of WasteDataFlow data and based on the last 12 months' worth of available data (Oct 2017-Sept 2018), the estimated contribution of HWRC collected material to recycling rates for all Wales is 20.3 percentage points, i.e. if the total recycling rate were 64%, then 20.3 of these 64 percentage points would be from materials collected at HWRC.

A more detailed analysis of Blaenau Gwent's WasteDataFlow returns for the period (Oct 2017-Dec 2018) was undertaken. This shows that the contribution of HWRC collected material to recycling rates is 10.8 percentage points for the whole year. Further information is contained in Appendix 2.

Local Policy Context:

In 2016/17, Blaenau Gwent achieved an overall recycling rate of 57% which was below the interim statutory target of 58%. In 2017/18 the result for Blaenau Gwent remained at 57%. This means that the Council must continue to increase recycling performance by 5% over the next two years (2018/19, 2019/20) if it is to meet the next Statutory Recovery Target of 64%.

In 2016/17 the Council was fined £77,800 for missing the statutory target, the potential fine for 17/18 is £126,800.

1.4 Business Investment Objectives

The investment objectives for this project are as follows:

Table 2: Business Investment Objectives

Business Investment objectives	Description
Investment objective 1: Strategic Fit	To ensure the project is devised to comply with the national and local policy context for the management and minimisation of waste. Delivers against BGCBC strategic and corporate commitments.
Investment objective 2: Operational Need	To deliver a household recycling centre provision for all Blaenau Gwent residents that provides them with easy access to recycle their household wastes. Ensure HWRC operations are carried out within site permitted rules. Provide environmentally sound solutions for recycling and re-use of all major materials. Is future proof to be able to handle additional materials as technologies develop and it is economically to recycle. Minimises landfill disposal and disposal costs.
Investment objective 3: Financial	In terms of capital to secure capital assistance from WG. In terms of revenue to maximise the range of materials collected to generate maximum income. Provides the opportunity to introduce re-use.
Investment objective 4: Employment Opportunities	Project is aligned with the goals and ways of working outlined within the Future Generation (Wales) Act 2015. Prosperity for All: Welsh Government's Economic Action Plan Collaboration with third sector partners to develop employment opportunities and enhance qualifications such as training in NVQs.

1.5 Existing Arrangements

The Authority currently operates one HWRC which continues to be operated by Silent Valley Waste Services Ltd and is based on the Waun-y-Pound Industrial Estate in Ebbw Vale. The site, named "New Vale" achieved a recycling rate of 56% during 2017/18.

In 2018/19 Blaenau Gwent introduced black bag sorting at its' HWRC in New Vale. Although it is too soon to rely on results, initial results saw a decrease of 80% in residual waste in the first quarter, although in October 2018 there has been an increase of traffic / visitor numbers to New Vale Site.

Bordering Local Authorities are suggesting that some residual tonnage has shifted across

the border and they are seeing increases in their residual tonnages. It is crucial to note that these neighboring authorities are also considering the introduction of black bag sorting and various methods of residency checks. Imminent changes to surrounding authorities' services, subject to member approval, are: -

- Torfaen CBC to introduce black bag sorting at their New Inn HWRC in March 2019,
- Caerphilly CBC to introduce proof of residency across their HWRC network in April 2019, and
- Monmouthshire CBC to introduce proof of residency at their HWRCs in May 2019.

This is therefore likely to drive Blaenau Gwent's residents and tonnage back into its' own HWRC network, and therefore supports the need for Blaenau Gwent to have its' own infrastructure to deal with this tonnage but also providing the opportunity to increase materials collected, as economical reprocessing becomes available and introduce a re-use service.

1.6 Business Needs

1.6.1 *Current Needs*

The current single site services all residents in Blaenau Gwent and any significant expansion is limited by its geographical location.

WRAP guidance, issued in January 2016, recommends residents should be able to access a site within a 20-minute drive. However, this does not take account of the specific geography and operational needs for each local authority and this is why Blaenau Gwent is considering building a second HWRC in the Ebbw Fach Valley.

1.6.2 *Future Needs*

The development of a new site will provide the residents of Blaenau Gwent with accessible and improved recycling facilities.

A new site will also provide capacity to introduce re-use of household items with benefits of improved recycling rate for Blaenau Gwent, access to furniture and items for the community and although likely modest in value, will generate income for re-investing into the service and into the community. In particular using this project to work with third sector partners, who can tap into funding schemes to improve employability and work programmes in the borough.

1.7 Scope of preferred option

In 2016 significant remodelling of HWRC related waste flows was undertaken by Eunomia, on behalf of WRAP Cymru, and published in the report "Blaenau Gwent – Service Improvement Options, WRAP, 2017".

A further report "BGCBC_HWRC_Support_Final_V8.3_171122_SENT" was commissioned to undertake, amongst other service changes, an evaluation of sites for a second HWRC in Roseheyworth, from an original long list of potential sites. Under each new design configuration, the effective implementation of strict residual policies alongside the levels of resourcing were evaluated against an objective of the HWRC network achieving recycling rates over 80%.

In conclusion, introducing a second HWRC site at Roseheyworth would improve service provision for residents in the south of Blaenau Gwent CBC who are currently located closer to HWRC facilities outside the borough. Additionally, this would reduce the burden on New Vale and reduce congestion at peak times. It would also increase the recycling rate of the HWRC network as it will be easier for site staff to interact with site users and support segregation of recyclables. It is anticipated that that the additional tonnage projected to arise at the new site will contribute an additional 1 percentage point to Blaenau Gwent's overall recycling rate.

The preferred Option recommended by Scrutiny on 24th November 2017 was for the improvement to New Vale HWRC site and development of a second facility at Roseheyworth South.

1.8 Benefits Criteria

This section describes the main outcomes and benefits associated with the implementation of the project in relation to business needs as identified in Table 3:

Table 3: Benefits Criteria

Investment objectives	Main benefits criteria by stakeholder group
Investment objective 1: Strategic Fit	Delivery of a project that complies with: <ul style="list-style-type: none"> • the Welsh Government’s national policy context for waste; • the local policy context as per BGCBC’s Waste Corporate Plan; • improve and maintain public perception; • increase public awareness of resource efficiency;
Investment objective 2: Operational Need	<ul style="list-style-type: none"> • minimize the impact on the environment by increasing recycling and the introduction of a re-use centre; • improve overall service provision for residents; • improve service to users by reduced drive times for householders across the whole County; • future proofing service to manage increasing throughput now and in to the future; • a second site may improve fly-tipping through increased access to the service;
Investment objective 3: Financial	<ul style="list-style-type: none"> • in terms of capital - to deliver the project within the funding and budget available; • ability to recover more value from residual waste and contribute to a more resource efficient Blaenau Gwent; • reduce revenue operating costs by maximising re-use and recycling and minimising disposal costs; • ability to generate income if commercial waste services are offered in the future;
Investment objective 4: Employment Opportunities	<ul style="list-style-type: none"> • is aligned with the goals and ways of working outlined within the Future Generation (Wales) Act 2015; • achieves new jobs in the area; • develops employment opportunities and enhances qualifications/NVQs; • engage with local partners and reuse organisations to increase re-use and the wider social benefits.

1.9 Strategic Risks

Table 4: Project Main Risks

Main Risk	Consequence / Impact	Counter Measures
-----------	----------------------	------------------

Permitting		
Permitting requirements for the new site are demanding and costly.	Delay or stop the development.	Work with WRAP and internal experts to ensure design meets permitting needs.
Permitting refused.	Delay or stop the development.	Carry out permit work in tandem with the planning regulations work.
Design		
Planning permission refused.	Delay or stop the development.	
Ground conditions.	Stop or fundamentally change the development.	Early site condition surveys to be carried out.
Design and preparation of Tender documents not completed on time.	Delays to timescales. Loss of opportunities.	Managed in-house by the BG experienced team
Development		
Objections to the new site by local business.	Objections delay or stop the build project.	Early engagement with the local businesses
Objections to the new site by residents.	Objections delay or stop the build project.	Early consultation.
Change management and project management expertise to manage the project	Delay or stop project.	Dedicated internal project manager will be appointed, ability to call upon additional internal and external resource
Implementation risks		
Timescale	Delay of the development	Close management of each element of the project, set realistic and attainable milestones, review and evaluate.
Cost risks	Delay or stopping the development	Follow a robust tender process, confirm and contract if appropriate all costs. Monitor and report
Operational risks		
Performance	Recycling performance falls below statutory requirements and BG still face WG fines.	Adequate resourcing of the site. Introduction of residual restrictions. Introduction of well publicised re-use shop.
Operating costs	No internal budget to run the sites.	Maximise recycle income. Minimise disposal costs.

Plant availability	Plant and equipment delivery is delayed or fails	Robust due diligence, agree realistic and attainable lead times, ongoing dialogue and reporting from suppliers
Poor utilisation of the new site or cross border abuse	Increased operating costs.	Improved drive times for some residents. Will be well publicised. Re-use shop will be promoted through local communications.
Financial risks		
Insufficient Capital Funding;	Failure to secure funding from WG stops development.	Early application to WG. Delivers against the WG legislative context.
Insufficient revenue funding;	No internal budget to run the site	Maximise recycle income. Minimise disposal costs.
BG miss the statutory recycling targets	Potential cost of £100,000 per 1% under target	Build programme will deliver operational sites ahead of the next increase in statutory target.
Insufficient revenue generation from sale of materials.	Lose the commercial viability of the project.	Residual restrictions. Engage with WRAP Material Brokerage to maximise revenue from materials.
Insufficient material markets for recovered materials and/or price fluctuation.	Do not achieve required revenue,	Engage with WRAP Brokerage to maximise revenue from materials.

1.10 Constraints and Dependencies

Table 5: Project Constraints

Constraint	Description
Cost / financing	All capital building projects are faced with financial constraints and the project will have to be carefully managed from inception to completion to ensure it is delivered within budget.
Quality	The build quality of the infrastructure and buildings is fit for purpose.
Planning and permitting	As with all developments the project will have to be planned, designed and delivered carefully within the parameters set by the planning system, permitting regulations and building regulations.
Legal	Finally, a key constraint is the legal framework that the project will need to be delivered within. Procurement rules will be in line with BGCBC guidelines and protections.

2.0 The Economic Case

The review of options for HWRC provision has identified that the introduction of a second HWRC within the Ebbw Fach valley and in particular at the site in Roseheyworth South would improve service provision for residents in the south of Blaenau Gwent who are currently located closer to HWRC facilities outside the County Borough. Additionally, this would reduce the burden on New Vale and reduce congestion at peak times. It would also increase the recycling rate of the HWRC network and support the segregation of recyclables.

2.1 Critical Success Factors

Table 6: Critical Success Factors

Critical success factors	Description
Business need	The Preferred Option must satisfy the existing and future waste management needs of WG Legislation, including, BGCBC need to increase recycling and reduce costs, as well as the needs of the wider community in terms of job creation;
Strategic fit	The Preferred Option must fit within the national and local policy context for waste management and minimisation as set out in this SOC;
Benefits optimisation	The Preferred Option, as described in this SOC, must provide the best solution to ensure that current and future demand in the provision of waste management and recycling solutions can be met at the required standard of service;
Potential achievability	The Preferred Option must deliver the best means of delivering the waste solutions envisaged whilst being acceptable to the industry dynamics and the community requirements;
Potential affordability	The Preferred Option must be affordable in terms of capital investment and life cycle revenue cost. It must generate quality materials that are acceptable to the industry and can be recycled, and re-use items of a quality acceptable to the public and third sector organisations.

2.2 Options Appraisal

In 2017 Eunomia was appointed by WRAP Cymru to undertake a follow-up review of 3 scenarios for the HWRC service provision.

The following scenarios were appraised:

- Improved development of New Vale HWRC, 4 redesign sub-options within this option;
- Opening a second HWRC facility in the Ebbw Fach Valley, 2 locations were considered; and
- Feasibility and likely market for trade waste acceptance at the Silent Valley WTS.

The main objectives of this review were to:

- Provide updated capital and operation cost estimates for the four reviewed designs for New Vale alongside expected waste flows and performance;
- Provide an implementation plan for the development of each option;
- Investigate and set out opportunities regarding the development of reuse facilities and Trade Waste controls;
- Evaluate the potential case for developing a second HWRC site at two locations in Roseheyworth; and
- Investigate opportunities for accepting commercial waste at the facility at Silent Valley.

The preferred option proposed in this business case is to open a second HWRC site, with re-use, at Roseheyworth.

It does not cover commercial waste opportunities at Silent Valley.

In 2018 further sensitivity work was carried out by WRAP Cymru (*BG_SensivitiesReview_FINAL*) to look at the impact on assumptions and to investigate whether the conclusions originally made for the preferred options would change.

The following assumptions were made in the original review:

1. The new site would increase the total HWRC yield across Blaenau Gwent by 23%, due to householders in the south of the county no longer using a HWRC in the neighbouring county. All of this extra waste would be deposited at the new facility.
2. Through improved site design, facilities and on-site practices, the total recycling rate at both HWRCs would be 83.4% - which equates to a 15% increase in recyclables collected at New Vale and decrease in residual waste collected of 60%.
3. 15% of the all material collected at New Vale would be redirected to the new site.
4. Material gate fees and rebates would remain constant.

Table 7 below shows the sensitivities tested in this review based on the assumptions above:

Table 7: Sensitivity Scenarios

Sensitivity	Description
1a HWRC Yield	Increase in total HWRC yield across Blaenau Gwent of 15% (instead of 23%)
1b HWRC Yield	Increase in total HWRC yield across Blaenau Gwent of 30% (instead of 23%)
2a Recycling Rate	Increase in HWRC recycling to 20% (from 15%) and decrease in residual yield to -70% (from -60%)
2b Recycling Rate	Increase in HWRC recycling to 10% (from 15%) and decrease in residual yield to -50% (from -60%)
3a Material Costs (Best Case)	Best case: 20% increase in rebate values AND 20% decrease in gate fees
3b Material Costs (Worst Case)	Worst case: 20% decrease in rebate values AND 20% increase in gate fees

Overall the total variation in costs based on the sensitivities tested were low and so would not have dramatically changed the original conclusions drawn by Blaenau Gwent.

3.0 The Outline Commercial Case

3.1 Procurement Strategy

Procurement of the construction supplier/s and materials will be in line with BGCBC guidelines, and will be sourced locally wherever possible, and economically viable, to create further value for local businesses.

A tender process will provide both detail on the capital cost, currently estimated using most up to date industry estimates, and on the build and commissioning timescales.

3.2 Timescales

Table 8: Project Timescales

Date	Activity Description
September 2018	Expression of interest for WG grant made identifying BG need
October 2018	Pre-application consultation
November 2018	Consider consultation responses
December 2018	Full planning application is submitted
March 2019	Planning Committee
April 2019	Submit formal application for WG grant funding
May 2019	Deal with planning conditions
May/June 2019	Resolve any ecology issues
November 2019	Tender and appoint construction contractor
November 2019	Report to Executive and Council with options regarding financing
January 2019	Start build period
Summer 2020	Operational site (assumes 6 month build)

The detailed project timescales for build and commissioning will be determined by the tender process and appointment of the contractor. The above dates are indicative only.

4.0 The Outline Financial Case

4.1 Summary financials

4.1.1 New HWRC at Roseheyworth

In the original review, the total capital expenditure at Roseheyworth South was £1.163m. Blaenau Gwent internal design engineers have now estimated that the total capital expenditure will increase to £2.8m. As such the total capital costs have been increase as shown in Table 9 below.

Also included is a land reclamation repayment to Welsh Government.

The Prudential Borrowing rate for the £2.8m capital spend has been provided by Blaenau Gwent finance.

Table 9: Capital Expenditure Roseheyworth Business Park South

CapEx Type	Total	Over	Annual Cost	Comments	
Access , prelims, civils etc.	-£2,500,000	25	Years	-£125,000	Prudential borrowing - cost of borrowing supplied by BG. CapEx estimate of £2.5m from BG, 25yr
Mechanical and Electrical	-£300,000	10	Years	-£33,000	Mechanical/Electrical prices from original review
Land reclamation payment to WG	-£75,000	25	Years	-£4,000	
TOTAL	-£2,875,000			-£162,000	

4.2 Revenue costs

Operational costs for the new site include staffing, equipment rental, overheads, service, maintenance, security, utilities and fuel, are deemed constant across all options.

The estimated total operational expenditure for the operation of the new HWRC, seven days a week:

1. Roseheyworth New HWRC = £497,000 pa

Detailed revenue costs are being modelled across a number of different scenarios and will be presented in a report to Scrutiny and Executive.

4.3 Potential Sources of Funding

This report is submitted as support for the application of grant funding from Welsh Government and in consideration of Blaenau Gwent self-funding though capital or through Prudential Borrowing.

4.3.1 *Blaenau Gwent Prudential Borrowing*

If Blaenau Gwent are to borrow to fund the development costs it is assumed that the highways and preliminary costs, as identified in Table 9 above, will attract a Prudential Borrowing of 25% and is based on estimates supplied by Blaenau Gwent finance team. The period for prudential borrowing would need to be linked to the useful life of the asset. It should be noted that borrowing interest rates supplied by the Public Works Loan Board are subject to change which will affect the annual cost of borrowing

4.3.2 *Welsh Government Capital Support*

Capital support is required for the build of a new HWRC at Roseheyworth.

The estimated total required total capital investment for the new HWRC site at Roseheyworth is shown below in Table 10.

Table 10: Capital Expenditure – New HWRC - capital support

CapEx Type	Total		
Access, prelims, civils etc.	-£2,500,000	25	Years
Mechanical and Electrical	-£300,000	10	Years
TOTAL	-£2,800,000		

This value differs to Table 9 above as the Land Reclamation repayment of £75,000, payable to Welsh Government, has been excluded here.

5.0 **The Outline Management Case**

This section summarises how this project will be managed to ensure delivery on time and to budget.

5.1 **Build and Commissioning Control**

Blaenau Gwent will appoint an internal engineer to manage a tender process to evaluate and appoint a contractor. A tender process will source a contractor to manage the build and commissioning of the new HWRC site. The internal engineer will also project manage the contractor throughout this period.

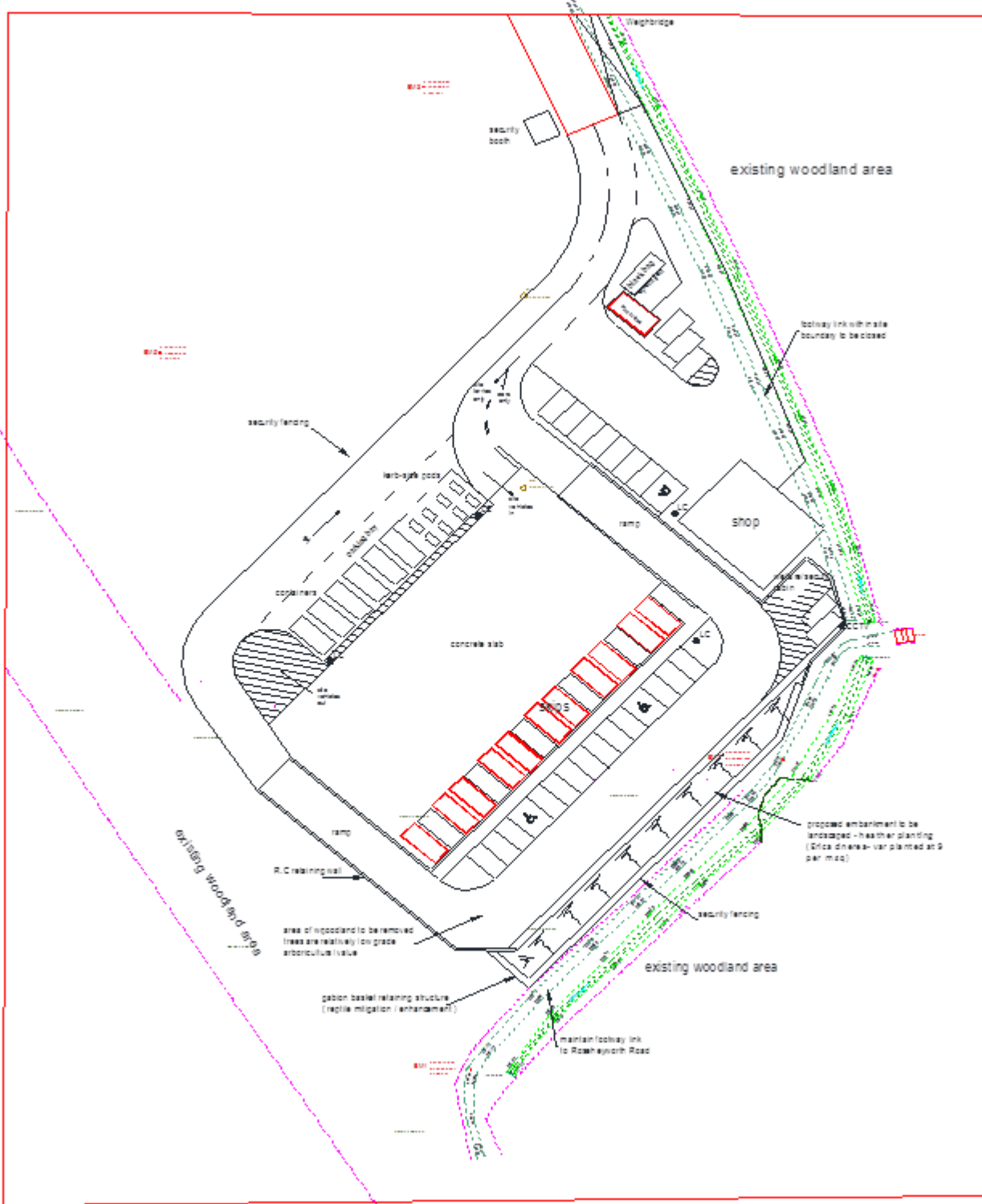
5.2 **Operation of the new HWRC**

The new site will be managed by Silent Valley until Blaenau Gwent internal review has been completed, as identified in Section 4.2 above.

5.3 **Summary of overarching legal advice**

The site to be utilised for the new HWRC is one already owned by Blaenau Gwent. OJEU procurement rules will be followed to source a competent contractor.

A.1.0 New HWRC Design



A.2.0 HWRC Impact on Local Authority Recycling Rates

Estimated Welsh contribution of HWRC collected material to recycling rates.

Using a broad analysis of WasteDataFlow data and based on the last 12 months' worth of available data (Oct 2017-Sept 2018), the estimated contribution of HWRC collected material to recycling rates for all Wales is 20.3 percentage points, i.e. if the total recycling rate were 64%, then 20.3 of these 64 percentage points would be from materials collected at HWRC.

The contribution varies from authority to authority, from a minimum of 9.1 percentage points to 32.3. Using the methodology described below, Blaenau Gwent currently has the second lowest contribution from its' HWRC infrastructure.

Blaenau Gwent HWRC Contribution

A more detailed analysis of Blaenau Gwent's WasteDataFlow returns for the period (Oct 2017-Dec 2018) was undertaken. This shows that the contribution of HWRC collected material to recycling rates is 10.8 percentage points for the whole year. This contribution has increased in the last two quarters, as shown in the table.

	Q3 Oct-Dec 17	Q4 Jan-Mar 18	Q1 Apr-Jun 18	Q2 Jul-Sep 18	Q3 Oct-Dec 18
Total HWRC recycling (t)	682	724	1,053	871	620
Total MSW (t)	7,498	7,658	8,417	7,377	6,901
Contribution (% point)	9.1	9.5	12.5	11.8	9.0
Total HWRC Residual (t)	666	701	643	150	129

To note: Q3 18/19 data is un-validated and subject to change.

Methodology

Total Welsh HWRC contribution:

This was estimated by adjusting the arisings of recyclable and residual material from HWRC to estimate the proportions of recycling from each stream. The total estimated recycling was then compared to total municipal waste to find the contribution toward recycling rates. The following adjustments were used:

1. Wood – a 40% reject rate was applied to all wood collected at HWRC (this is a Wales average).
2. Commingled – a 25% reject rate was applied to any non-residual, mixed material reported as collected at HWRCs.
3. Residual – it was assumed that all residual material collected at HWRCs is sent to Energy from Waste, and 20% of that is recycled incinerator bottom ash.

It should be noted that all local authorities operate a different number of HWRCs per population, and have different policies/procedures at HWRCs, such as permitting trade waste or restricting residual waste – these factors will impact the contribution of HWRCs to overall recycling rates. Also, the mass of waste collected from other sources will impact the contribution of HWRC recycling to total recycling.

Finally, the adjustments are based on Wales averages, individual local authorities may have different material reject rates and different outlets for their residual material.

Blaenau Gwent HWRC contribution:

A more in-depth analysis was undertaken for Blaenau Gwent's HWRC waste. Each material stream was analysed separately and adjusted using reject/recycling rates reported to Q100 of WasteDataFlow to provide a more accurate recycling contribution.

ON 11th June 2018 Blaenau Gwent introduced black bag sorting. There is little change in terms of recycling contribution since this change, but actual yield of residual material has decreased significantly. Some of the issues that may impact contribution are; the amount of IBA recovered from HWRC residual has decreased due to lower yields; Q3 usually sees lower yields of green waste; and Blaenau Gwent have reported much higher wood reject rates in recent quarter than during 17/18.

For information HWRC numbers in those local authorities with the highest contribution are as follows:

Carmarthenshire – 4

Pembrokeshire – 6

Wrexham – 3

A.3.0 Well Being Goals

Extract from Blaenau Gwent County Borough Council – Future Household Waste Recycling Centre Provision – 24/11/17

Assess how well your project / activity will result in multiple benefits for our communities and contribute to the national well-being goals.		
Description of the Well-being goals	How will your project / activity deliver benefits to our communities under the national well-being goals?	Is there anyway to maximise the benefits or minimise any negative impacts to our communities (and the contribution to the national well-being goals)?
<p>A prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>Increase recycling at New Vale if a better layout/experience is created for residents, less travelling for residents from Abertillery/Blaina if a new site was developed. Projected 1% increase in overall recycling rate with new HWRC.</p>	<p>Providing residents with more suitable facilities for the future to achieve 70% recycling rate by 2025</p>
<p>A resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p>Less likely fly tipping around New Vale if layout/access is better for residents. Less chances of fly tipping in Ebbw Fach Valley if a new site is developed.</p>	<p>Less visual impact on area around New Vale and new site. Less damage to environment/ecosystems in the area, especially if hazardous waste is illegally tipped.</p>

<p>A healthier Wales A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>		
<p>A more equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic background and circumstances).</p>	<p>New site and improvements can help provide a site that accommodates everyone’s needs</p>	<p>Improvements to New Vale and a new site will allow alterations to be made in order to accommodate everyone.</p>
<p>A Wales of cohesive communities Attractive, viable, safe and well-connected communities.</p>	<p>Allows residents that have struggled to get to New HWRC for various reasons would be able to access a new site much closer to them.</p>	<p>Improvements to New Vale will help provide a safer facility for the HWRC and a new one will alleviate the pressures at New Vale</p>
<p>A Wales of vibrant culture and thriving Welsh language A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>	<p>All signs on both HWRCs provided in Welsh.</p>	
<p>A globally responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>		

www.wrapcymru.org.uk

Appendix 2

Estimated revenue cost based on 7 day
week operation 19/20 costings

<u>HWRC</u>	<u>Full Time</u>
	£
<u>Expenditure</u>	
Employees	274,288
Premises Related Expenses	
Maintenance	10,000
Building Cleaning	1,760
Electricity	10,600
Rates	5,400
Insurance	3,250
Statutory Testing	150
Total	31,160
Transport Related Expenses	
Plant Hire - compaction	41,600
Manitou - loader	14,040
Other Plant hire	11,095
Total	66,735
Supplies and Services Expenditure	
Security	9,100
Permit - NRW	2,000
Other	4,700
Total	15,800
Total Expenditure	387,983
Haulage (Disposal of Waste)	64,000
Contingency - 10%	45,200
TOTAL COST FOR NEW HWRC	497,183

This page is intentionally left blank

Agenda Item 13

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**

Date of meeting: **13th November 2019**

Report Subject: **Welsh Government Childcare Offer – Blaenau Gwent and Torfaen**

Portfolio Holder: **Cllr John Mason, Executive Member Social Services**

Report Submitted by: **Tanya Evans, Head Children’s Services**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
	13.8.19	30.10.19			17.10.19	13.11.19		

1. Purpose of the Report

- 1.1 To update Executive Committee on the continued roll out of the Welsh Government’s Childcare Offer in Blaenau Gwent and the first year of roll out in Torfaen County Borough Council.

2. Scope and Background

- 2.1 This report details the progress made by Blaenau Gwent County Borough Council in delivering the Welsh Government’s Childcare Offer programme from September 2017 in Blaenau Gwent and from September 2018 in Torfaen, under a hosting arrangement previously reported and approved.
- 2.2 In 2015 the Public Policy Institute for Wales (PPIW) was asked by the First Minister to support the Welsh Government in developing options for extending support for childcare in Wales. Its report ‘Childcare Policy Options for Wales’, December 2015, looked at the potential impacts of an additional 20 hours free childcare for 3 to 4 year-old pre-school children in Wales.
- 2.3 In August 2016 the Welsh Government publicly recognised that childcare is one of the biggest challenges facing working families in Wales which is why developing an enhanced childcare offer was a top priority. Supporting families with high quality, flexible and affordable childcare supports economic regeneration, can reduce pressures on family income and help parents to participate in work reducing a family’s risk of poverty. It also supports the well-being of children through positive and rich childhood experiences.
- 2.4 The Welsh Government’s Programme for Government of September 2016, Taking Wales Forward, included a key commitment to deliver ‘free childcare for working parents of 3 to 4 year olds for 48 weeks per year’.

- 2.5 In September 2016 Welsh Government wrote to all Local Authorities in Wales asking for their support in implementing the offer, and requested Authorities express their interest in becoming one of a small number of local authorities to become advisory partners and early adopters. 16 Local Authorities including Blaenau Gwent chose to apply to become an early adopter.
- 2.6 On Tuesday 8th November 2016 Communities and Children Secretary Carl Sargeant announced that Blaenau Gwent's bid to become an early adopter had been successful and that Blaenau Gwent was among six local authorities chosen to work with the Welsh Government to pilot the new childcare offer. The projects, offering 30 hours of free early education and childcare per week to 3 to 4 year olds, would be piloted from September 2017 in specified locations within Gwynedd, Anglesey, Flintshire, Swansea, Blaenau Gwent and Rhondda Cynon Taf.
- 2.7 After ten months of intense work with Welsh Government to develop the Childcare Offer for Wales, Blaenau Gwent County Borough Council went live with the offer in September 2017.
- 2.8 In September 2018 Blaenau Gwent became host Authority for the administration of the Offer for Torfaen CBC. To date the team has successfully rolled out the programme to Torfaen residents and developed good working relationships with Torfaen colleagues and:
- developed a Legal Agreement and Information Sharing Protocol;
 - engaged providers in and around Torfaen providing a service to Torfaen parents;
 - provided information to networks and stakeholders in respect of the programme and the roll out;
 - agreed processes for dealing with children with Additional Needs;
 - developed systems and paperwork;
 - brought teams together to discuss developments and share good practice.
- 2.9 It must be recognised that the childcare market in Torfaen is significantly bigger than Blaenau Gwent.
- 2.10 To date 560 children have benefited from the Offer in Blaenau Gwent, £1,463,396 has been drawn down from Welsh Government to reimburse childcare costs, with additional costs of £37,672 being drawn down to provide extra support for children with additional needs. 71 childcare providers have signed up to deliver the Offer for Blaenau Gwent parents, and 51 are currently benefitting from being funded to deliver the offer.
- 2.11 In Torfaen 670 children have benefitted from the Offer, £1,547,945 has been drawn down to reimburse childcare costs and £3,957 for additional needs support. 91 providers are registered to provide the Offer to Torfaen parents with 68 currently actively delivering the Offer.

2.12 Programme monitoring and evaluation

The Blaenau Gwent CBC Childcare Offer team is required to collate and report information to Welsh Government on a weekly, monthly and termly basis. These data returns provide information on:

- number of children accessing the Offer;
- number of providers signed up and delivering the Offer;
- number of hours children have attended childcare;
- number of children receiving Offer either through the medium of Welsh or bilingually;
- number of applications this month for children with SEN requirements and the referrals as a result;
- number of children accessing Foundation Phase Nursery Provision;
- number of children who attended Flying Start;
- child and parent ethnicity;
- dates of birth for the child and parent(s);
- parent(s) salary bracket and weekly hours worked;
- the amount of paid childcare used per week at application;
- whether unpaid/informal childcare was used per week at application;
- parents view on affordability of childcare at application;
- monthly spend on childcare pre Childcare Offer.

2.13 The team is not required to report on parents who are re-entering the job market as a result of the Childcare Offer, or who have increased their working hours so it is not possible to provide data on this at a local level.

2.14 Welsh Government has appointed Arad Research in conjunction with NatCen Social Research to undertake an evaluation of the programme of the first year pilot and their report was published in November of last year (<https://gov.wales/sites/default/files/statistics-and-research/2019-06/181122-evaluation-early-implementation-childcare-offer-en.pdf>). Amongst other things, ARAD has looked how the programme has impacted on employability and their key findings are set out below.

2.15 The key findings for the pilot came from all seven Early Implementer Local Authorities (EILA's) are split across three themes and include:

Implementing the Offer

- All EILA's reported time and resources needed to deliver was greater than expected;
- 92% of parents reported the application process was straightforward;
- 94% of childcare providers actively promoted the Offer to parents;
- Submitting evidence of earnings was a challenge particularly for parents self-employed, on zero hour contracts, or working irregular flexible hours.

The Offers Influence on Providers

- 40% reported an increase in the number of children since the previous year;

- 88% agreed the £4.50 rate is commercially viable;
- 72% reported improved profitability;
- 76% reported improved sustainability;
- 15% introduced additional charges for food;
- 25% accessed business support following the introduction of the Offer.

The Offers Influence on Parents

- 90% of parents used the same childcare provider they had used before;
- 37% of parents accessed Welsh Medium childcare;
- 59% of parents accessed school holiday childcare;
- 88% of parents reported having more disposable income;
- 67% of parents now have the opportunity to increase earnings;
- 40% access more childcare hours.

2.16 The evaluation report also highlights that 60% of parents were earning the equivalent of, or below, the Welsh median salary and the median earnings of those accessing the Offer appears to be comparable to the median earnings of the general Welsh population.

2.17 In respect of impact on employment prospects the report says '*the Childcare Offer in Wales has led to some positive, but not significant, impact on the employment prospects of parents supported by it. The majority (86%) of parents reported that they currently work the same hours as before the Offer. However, 10 per cent noted that they work more hours; 67 per cent reported having more flexibility in the types of job they do and the hours they work and 60 per cent reported having more opportunities for training. Those who did report improved employability as a result of accessing the Offer were mostly women and parents from lower earnings group*'.

2.18 **The ARAD/Natcen report made a number of recommendations, including:**

- Further consideration given to the application process to ensure they are as straightforward as possible for all parents;
- A centralised approach to promotion and awareness raising when the programme gets to national rollout stage;
- More and clearer information may be needed to help parents work out childcare costs and other benefits available such as child tax credit;
- Further alignment between delivery of childcare and Foundation Phase Nursery, which could include co-location, joint provision and transport between settings;
- Further guidance to be issued to ensure consistency of the application of charges for additional hours;
- Further promotion of business support;
- Further guidance on the use of the SEN (ALN) budget;
- Further research required over a longer period of time to provide conclusive evidence on impact;
- Consideration of how monitoring data is presented by Local Authorities.

- 2.19 Welsh Government has already acted upon a number of the recommendations including the provision of a national promotional campaign that should provide good information to parents, a review of the guidance is underway and alignment of the programme with Foundation Phase Nursery is being strengthened through the Capital programme.
- 2.20 As has been previously reported, Blaenau Gwent was successful in a bid to the Childcare Offer Capital Programme and was awarded £4.1 million across 5 schemes:
- Full day care setting in South Ebbw Fach;
 - Full day care setting in central Ebbw Fawr, to link with the 21st Century schools redevelopment;
 - Extension to the Swffryd Flying Start centre (adjacent to Swffryd Primary);
 - Extension to Blaina ICC childcare provision;
 - Small capital grants scheme that all Blaenau Gwent providers can bid for.

Work is currently ongoing on each of these schemes; the schemes will be completed by end of financial year 2020/21.

2.21 **Moving Forward**

The Welsh Government is currently looking at options for the future administration of the Programme and is mapping processes and systems to inform planning for future delivery. Options may include:

- Moving the application process to HMRC;
- Moving to a national payments system;
- Having a national approach to applications and payments administered by Local Authorities.

The Childcare Offer team is feeding in information to support this process and decision making around this.

3. **Options for Recommendation**

To include Recommendation(s) / Endorsement by other groups, e.g. CMT/Committees/Other groups)

- 3.1 Social Services Scrutiny Committee on 17th October considered the report and recommended to the Executive Committee Option 2 - That Members scrutinise and make recommendations or suggestions to Executive to improve the delivery of the Childcare Offer to both Blaenau Gwent and Torfaen residents.
- 3.2 The recommendation from Social Services Scrutiny Committee is for the Executive Member for Social Services to write to the Welsh Government to express their concerns around the cap in numbers of Flying Start placements for Blaenau Gwent as there are many more communities who would benefit from Flying Start Schemes.

3.3 **Option 1**

That Members consider and accept the progress made in delivering the Childcare Offer to both Blaenau Gwent and Torfaen residents.

Option 2

That Members approve the recommendations from scrutiny committee as identified above

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

Links to Council Priorities within the Corporate Plan -

Social Services – The Childcare Offer will help reduce and alleviate the impacts of poverty in Blaenau Gwent and Torfaen by removing barriers to employment for many parents. Providing 30 hours of combined Foundation Phase Nursery and free childcare a week, for working parents of 3 and 4 year-olds, 48 weeks of the year, will hopefully encourage more parents to return to work. For those already in work the provision of extra funding for childcare will mean they have more disposable income for their family.

Economic Development and Regeneration - The Childcare Offer will help the growth and expansion of existing local private, voluntary, third sector and local authority childcare and the set-up of new. This means extra jobs will be created in the Blaenau Gwent Childcare Sector. Blaenau Gwent Childcare Team are also working alongside Coleg Gwent to ensure sufficient courses are provided to enable as many local residents as possible to take up and study Early Years and Childcare courses to be able to fill these new roles.

Links to priorities within the Blaenau Gwent Well-being Plan :-

The Best Start In Life For Everyone: - The Childcare Offer will enable parents to choose high quality early year's childcare. Quality childcare benefits children, families and the economy. The EPPSE (Effective Pre-school, Primary and Secondary Education) research (2014) shows a child has more chance of getting better exam results leading to higher earnings, more chance of holding down a job and commit fewer crimes than those who did not attend high quality early years childcare.

To Forge New Pathways To Prosperity By Creating Extra Job Opportunities :-

As more children take up the Offer, small childcare business will grow, more jobs will be created within small communities within Blaenau Gwent and thus aid our community regeneration. Affordable childcare acts as a spur to economic growth. With the Childcare Offer both parents must be in work, or the sole single parent. A third worker in the child-care field may be added, and all three pay taxes.

Blaenau Gwent will benefit as more disposable income will be available to

hopefully spend in our community.

To Encourage People To Make Healthy Lifestyle Choices In The Places That They Live, Learn, Work and Play: - All Early Years and Childcare settings in Blaenau Gwent sign up to Healthy and Sustainable Preschool Scheme which encourages our little ones to make healthy choices from a very young age promoting, protecting and embedding the physical, mental and social health and wellbeing as they grow up. In Blaenau Gwent we have Full Day Care Nurseries, Sessional Childcare, Playgroups and all Flying Start Child Care Settings signed up to the award. The award covers seven health topics: Nutrition and Oral Health, Physical Activity/Active Play, Mental and Emotional Health, Wellbeing and Relationships, Environment, Safety, Hygiene and Workplace Health and Wellbeing

5. **Implications Against Each Option**

5.1 ***Impact on Budget (short and long term impact)***

The Administration Grant for 2019/20 is £197,119 and this is to cover administration costs up to the end of June 2020. The Local Authority team work closely with Welsh Government to ensure the budget is adequate to meet the demands of delivering the Programme and will continue to do this as the future administration of the Programme is decided.

The Local Authority is also offered a grant to cover childcare and SEN costs and the money we pay out to childcare providers on a monthly basis is claimed back from Welsh Government on a monthly basis.

5.2 ***Risk including Mitigating Actions***

There are risk implications depending on the decisions taken with regards to the future administration of the scheme.

5.3 ***Legal***

A legal agreement setting out the formal relationship between Blaenau Gwent and Torfaen in respect of the project has been developed.

5.4 ***Human Resources***

There are no human resource implications from this report.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

Please see attached Appendix 1 on Childcare Offer in Blaenau Gwent to date.

6.2 ***Expected outcome for the public***

Eligible parents are able to access up to 20 hours of funded childcare if they are working the equivalent of 16 hours a week at National Minimum Wage rates and have children aged between 3 and 4 years of age (eligibility criteria should be met). As outlined above the evaluation of the pilot showed some significant benefits for parents accessing the Offer. Childcare providers also noted significant benefits, particularly around profitability and sustainability,

which can lead to increases in working hours and pay for practitioners working in childcare settings.

6.3 ***Involvement (consultation, engagement, participation)***

Childcare Offer is regularly promoted at community events attended and via social media.

ARAD/Natcen also engages with parents to acquire their views about the Programme as part of their evaluation work.

6.4 ***Thinking for the Long term (forward planning)***

As noted above there are currently three options up for consideration for the future administration of the Programme and the Childcare Offer team will be part of the discussions at a national level to inform future delivery.

6.5 ***Preventative focus***

Wales Centre for Health has documented that Blaenau Gwent has one of the worst overall health profiles in Wales compared to the average. Many of the reasons are historic and underlying. Supporting families with high quality, flexible and affordable childcare supports economic regeneration, can reduce pressures on family income and help parents to participate in work reducing a family's risk of poverty. It also supports the well-being of children through positive and rich childhood experiences.

Employment can provide important social, mental and physical health benefits, resulting in improved quality of life and enhanced well-being. Psychologists (Eisenberg and Lazarsfield 1938) and sociologists (Jahoda et al. 1933) have argued as far back as the Great Depression that unemployment damages emotional health and undermines the social fabric of society. Blaenau Gwent also has a high level of poor mental health in its communities. Psychologists draw a conceptual connection between involuntary joblessness and mental health in numerous ways such as: incomplete psychosocial development (Erikson 1959), feelings of helplessness brought on by a perceived lack of control (Seligman 1975) and failure to obtain the non-monetary benefits of work (Warr 1987). By becoming an early implementer for Childcare Offer we hoped to attract parents back to work that previously may have thought childcare was unaffordable or allow parents to work additional hours to boost family income. Thus contributing to improved social, mental and physical health in the longer term and thus aiding the economic and social regeneration of Blaenau Gwent. The above facts are also relevant to Torfaen.

6.6 ***Collaboration / partnership working***

The "hosting" arrangements that have been developed along with Torfaen County Borough Council show true collaborative working between two neighbouring Authorities. Blaenau Gwent Early Years Childcare and Play Team have also assisted Newport, Vale of Glamorgan and Cardiff in the setup of their Childcare Offer Projects. The original bid for the Blaenau Gwent Childcare Pilot was developed in consultation with the Education and Regeneration Departments. The Childcare Offer has meant and will continue to mean more business for local childcare business both voluntary and private and thus allowing them to fill vacancies, employ more staff or increase staff

hours and expand their business opening hours. The Blaenau Gwent Early Years, Childcare and Play team will continue to work closely with this large sector of Blaenau Gwent and offer solutions to any other Authorities requiring our help and expertise.

6.7 ***Integration(across service areas)***

6.8 ***EqlA(screening and identifying if full impact assessment is needed)***

The EQIA screening was completed and the programme was assessed as having low negative impact but high positive impact.

7. **Monitoring Arrangements**

7.1 *State how the work will be monitored e.g. through scrutiny or directorate performance management arrangements*

The offer is monitored on a weekly, monthly and termly by Welsh Government.

Background Documents /Electronic Links

- *Appendix 1 – Childcare Offer Take-Up Blaenau Gwent*

This page is intentionally left blank

Appendix 1 – Childcare Offer Take-Up Blaenau Gwent

Term	No of Children Accessing the Offer	No of childcare hours attended
Autumn Term 2017	167	27,600
Spring Tern 2018	255	35,282
Summer Term 2018	342	77914
Autumn Term 2018	203	40996
Spring Term 2019	244	44749
Summer Term 2019	333	79115 *

*Incomplete (does not include August hours)

This page is intentionally left blank

Agenda Item 14

Executive Committee and Council only

Date signed off by the Monitoring Officer: 30.10.19

Date signed off by the Section 151 Officer: 30.10.19

Committee: **Executive Committee**
Date of meeting: **6th November 2019**
Report Subject: **2019 School Performance for: End of Foundation Phase, Key Stage 2, Key Stage 3, Key Stage 4 (Provisional only)**
Portfolio Holder: **Cllr J Collins, Executive Member for Education**
Report Submitted by: **Michelle Jones, Strategic Education Improvement Manager**

Reporting Pathway								
Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
✓	08.10.19	30.10.19			25.10.19	06.11.19		

1. Purpose of the Report

1.1 To provide the Executive Committee with :-

- an update on the agreed reporting arrangements in the light of the accountability reforms that are occurring at a national level;
- performance monitoring information in line with agreed reporting arrangements for statutory, end of key stage teacher assessment for 2018/19 for end of Foundation Phase, Key Stage 2, Key Stage 3 and Key Stage 4 (provisional) at local Authority level and hence opportunity to provide feedback on processes to secure ongoing improvement.

2. Scope and Background

The format of this report has been agreed by the regional Directors of Education in the South East Wales Consortium (SEWC). This has been agreed to ensure consistency in reporting in individual Local Authorities across the region and is in line with the national reform agenda regarding changes in accountability as detailed below.

2.1 End of Foundation Phase, Key Stage 2 and Key Stage 3 Teacher Assessment Outcome

2.1.1 In 2018 amendments were made relating to the use of Teacher Assessment information in Wales. This was the first legislative change emerging from the publication of Successful Futures. It supports the key objectives of the Welsh Government document: 'Our National Mission', in delivering robust assessment, evaluation and accountability arrangements to support a self-improving system.

2.1.2 International evidence suggests that for all learners to achieve their full potential there should be a coherent assessment and accountability system. The primary purpose of assessment is to provide information that guides decisions about how best to progress pupils' learning i.e. next steps for learning for each pupil.

- 2.1.3 Aggregated Teacher Assessment outcomes at Local Authority level have been used for accountability purposes for too long, which has led to unintended consequences that can negatively impact upon raising school standards. The Welsh Government changes are intended to ensure that there is a more coherent system. The purpose of these changes is to ensure that the focus is on using teacher assessment as a means to inform better teaching and learning i.e. to use assessment in a diagnostic way to identify what the pupil needs to do next to improve. This approach is called Assessment **for** Learning as opposed to Assessment **of** Learning.
- 2.1.4 National arrangements will have a renewed emphasis on Assessment **for** Learning as an essential and integral feature of learning and teaching; it is a significant move away from gathering information about young people's performance on a school-by-school basis for accountability purposes.
- 2.1.5 Teacher assessment data and National Reading and Numeracy Test data at a school, local authority and consortia level will no longer be published. This applies to the Foundation Phase, Key Stage 2 and Key Stage 3 in all maintained primary and secondary schools. The arrangements moving forward and performance is summarised in Appendix 1.
- 2.1.6 **Key stage 4 - Accountability Arrangements**

The Welsh Government has been developing new evaluation and improvement arrangements to replace parts of the current accountability system. These arrangements have been co-constructed with colleagues in schools, Estyn, local government, regional consortia, and taken international research into consideration. They have been carefully developed to ensure that they align with and help support the realisation of the new curriculum and associated reforms. The new arrangements will support the aim of raising standards, reducing the attainment gap, and delivering an education system that is a source of national pride and public confidence. This information moving forwards is summarised in Appendix 2.

3. **Options for Recommendation**

3.1 **Option 1**

To accept the content and format of this report, noting feedback from scrutiny, which sets out the requirement to continue to develop content and format in line with the changes in the interim Key Stage 4 measures over the coming years.

Option 2

- 3.2 Accept the report as provided.

4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**

4.1 **Corporate Plan**

- **Education Aims**

- "To improve pupil outcomes, progress and wellbeing, particularly for our more able and most vulnerable learners

- To improve the quality of our education services and our school buildings to help learners achieve great outcomes
- To continue to support our school leaders to help our pupils achieve their ambitions.”

4.2 **Blaenau Gwent Well-being Plan Objectives**

One of the objectives in the Blaenau Gwent Well-being Plan aims for every child to have the best start in life. Through our Education provision we seek to ensure that provision is appropriate and able to meet the needs of children and young people so that their progress and performance is as good as it ought to be.

5. **Implications Against Each Option**

5.1 **Impact on Budget**

There are no direct financial implications for this report. However, the Council allocates approximately £42.8 million (2016/17) to schools via the Individual Schools Budget (ISB) to provide high quality education and to improve pupil outcomes.

5.1.1 Blaenau Gwent continues to make a financial contribution to the regional EAS arrangements of approximately £364,000 from the core Education Directorate Budget. The EAS is the Council's commissioned school improvement service commissioned to work directly with schools to provide professional challenge and support to improve. The Education Directorate holds the EAS to account for the impact and effectiveness of their work in schools in Blaenau Gwent.

5.2 ***Risk including Mitigating Actions***

Risk is associated with underperformance and ineffective processes to improve performance and progress in identified schools. Failure to raise standards is identified as a key risk to the Council, both in terms of reputation and pupil life chances. This is reflected in the Education Directorate and EAS risk registers.

5.2.1 Mitigating actions include the routine monitoring of quantitative and qualitative information, regular quality assurance meetings between the Council and the EAS, regular quality assurance meetings within the Education Directorate and across teams, school inspection findings and school categorisation results.

5.2.2 The progress schools make in their School Development Plans is monitored on a half-termly basis. School attendance and exclusion figures are monitored on a fortnightly basis. School's safeguarding processes are also closely monitored.

5.2.3 Holistic support packages are devised via regular intra Council services meetings between OD, finance, health and safety, education and school governor support services.

5.2.4 Through ongoing robust self-evaluation processes school level performance data is regularly analysed and evaluated to identify emerging trends or possible underperformance.

5.2.5 The quality of provision i.e. the quality teaching and learning in classrooms is monitored and supported via the EAS. The quality of school leadership is also supported extensively by the EAS via a range of programmes and school-to-school networks.

5.3 **Legal**

This report provides information about statutory, end of Phase and Key Stage school performance underpinned by processes set out in the National Model for regional working and School Improvement. The School Standards and Organisation Act Wales (2013) support strategic and operational activity to improve pupil outcomes.

5.4 **Human Resources**

There is no direct staffing or workforce implications arising from this report.

6. **Supporting Evidence**

6.1 This report contains an anonymised overview of data submitted by schools as part of the National Data Collection process in June 2019. Whole cohort data is not included for combination measures such as the Foundation Phase Indicator (FPI) or Core Subject Indicator (CSI)

6.1.1 **LA Performance Data and Analysis Foundation Phase to Key Stage 3**

The charts in Appendix 1 provide an overview of performance across all schools in the Local Authority (anonymised and non-aggregated, compared with schools across the region.

6.1.2 Each orange dot on a chart represents a single Blaenau Gwent school and each grey dot represents a non-Blaenau Gwent school, but still within the region. Each chart is organised by the FSM % of each school (PLASC 2019), so that the schools serving our least disadvantaged schools are on the left, and those serving our most disadvantaged are on the right.

6.1.3. **Summary of Key Issues**

- Foundation Phase - Outcome 5+ performance is lower than expected in each area of learning, for many schools with medium to high FSM (20-40%).
- Key Stage 2 – Level 5+ performance is lower than expectation in each subject for many schools with low to medium FSM (0-30%).
- Key Stage 3 – Performance at both L5+ and L6+ is too variable in each of the subjects.

6.1.4 **Key stage 4 - Interim Performance Measures: Basic principles Cohort being measured**

The cohort measured will remain as Year 11 learners. All Year 11 learners on the school's roll will be included in Key Stage 4 (KS4) results data with the exception of those identified as:

- NEWBES (New to the English or Welsh based Education System within the last two academic years); or

- FEWBES (From an English or Welsh based Education System but with qualifications that are not counted in Wales KS4 performance data).

Whilst such learners can be excluded from the figures, this will mean they will be excluded from all the KS4 performance data measures at a school level.

6.1.5 **Qualifications that can be included in KS4 performance data**

All qualifications approved or designated for delivery in Wales continue to count towards KS4 performance measures, other than where particular subject requirements are specified. Only the first complete awarding of a qualification can be included in the measures, irrespective of whether a better grade is subsequently achieved for the same qualification by a learner. This change encourages schools to enter learners when schools are confident, they are ready to gain their best possible result. It does not prevent a learner resitting should a school or learner wish to attempt to improve their results, but the resit result would not count towards school performance measures, even if the outcome is higher.

6.1.6 **Overview of headline measures**

The interim performance measures are made up of five headline measures, all based on points scores. This information is summarised in Appendix 2 along with the provisional Key stage 4 performance for 2019.

6.3 ***Expected outcome for the public***

6.3.1 ***Involvement (consultation, engagement, participation)***

The regional policy for monitoring, evaluation and intervention in schools through the categorisation process is derived from the National Categorisation Framework, but has been evolved through the engagement of a variety of stakeholders including schools and members of governing bodies.

A range of Council departments and external partners are involved in delivering programmes to support schools requiring improvement. Monitoring progress towards targets enables effective targeting of support.

6.3.2 ***Thinking for the Long term (forward planning)***

Analysis of aggregate school performance data is a key element in ensuring that schools are known well by the Council so that appropriate support and intervention can be directed towards areas of greatest need. Monitoring of school performance facilitates support for schools to ensure that schools maintain high quality outcomes in the longer term.

6.3.3 ***Preventative focus***

Through effective monitoring and evaluation of school performance, early identification of emerging areas for improvement can be achieved with consequent early intervention to secure improvement.

The effectiveness of the Council's monitoring, evaluation and intervention programmes ensure that preventative action is taken early in order to minimise the escalation of concerns.

6.3.4 ***Collaboration / partnership working***

The Council collaborates with neighbouring local authorities through the South East Wales Consortium for the provision of School Improvement services through the Education Achievement Service (EAS).

The Council also secures a range of pupil support services such as Hearing Impaired, Visually Impaired, Speech and Language, and Ethnic Minority support services through regional collaboration.

Within the Council, the school improvement and inclusion leadership teams ensure that there is a coordinated approach to supporting schools in the Education Directorate and across the Council as a whole.

6.3.5 ***Integration (across service areas)***

The Council commissions its school improvement function on regional basis.

6.4 ***EqIA (screening and identifying if full impact assessment is needed)***

There is no requirement for EQIA assessment since this is not a change of policy or practice.

7. **Monitoring Arrangements**

- 7.1 Monitoring of improvement pathways is an important mechanism for ensuring that the Executive are sufficiently informed to enable them to hold the Authority to account effectively for the quality of education provision and hence pupil outcomes.

Background Documents /Electronic Links

Appendix 1 - End of Foundation Phase, Key Stage 2 and Key Stage 3 Teacher Assessment Outcomes



Appendix 1.docx

Appendix 2 - KS4 (PROVISIONAL AND DRAFT)



Appendix 2.docx

Report for Scrutiny
End of Foundation Phase, Key Stage 2 and Key Stage 3
Teacher Assessment Outcomes

2018-19

BLAENAU-GWENT

Introduction and Context

In 2018 amendments were made relating to the use of Teacher Assessment information in Wales. This was the first legislative change merging from the publication of Successful Futures. It supports the key objectives of the Welsh Government document: 'Our National Mission,' in delivering robust assessment, evaluation and accountability arrangements to support a self-improving system.

International evidence suggests that for all learners to achieve their full potential, there should be a coherent assessment and accountability system. The primary purpose of assessment is to provide information that guides decisions about how best to progress pupils' learning.

Aggregated Teacher Assessment outcomes have been used for accountability purposes for too long, which has led to unintended consequences that can negatively impact upon raising school standards. The Welsh Government changes are intended to ensure that there is a more coherent system. The purpose of these changes is to ensure that the focus is on using teacher assessment as a means to inform better teaching and learning.

National arrangements will have a renewed emphasis on Assessment for Learning as an essential and integral feature of learning and teaching; it is a significant move away from gathering information about young people's performance on a school-by-school basis for accountability purposes.

Teacher assessment data and National Reading and Numeracy Test data at a school, local authority and consortia level will no longer be published. This applies to the Foundation Phase, Key Stage 2 and Key Stage 3 in all maintained primary and secondary schools.

Arrangements that will remain:

- National Reading and Numeracy Tests and Teacher Assessments for individual learners, however no national school level benchmark information will be published
- Headteachers are required to report school performance to parents and adult learners each school year.
- Governing bodies are required to produce annual reports to parents, school prospectuses, school development plans, and set performance and absence targets.
- Schools, governing bodies and local authorities still have access to their own data (alongside national level data) for self-evaluation purposes.
- The Welsh Government continue to collect individual learner level data to ensure transparency at a national performance level and to inform policy.

Arrangements that will change:

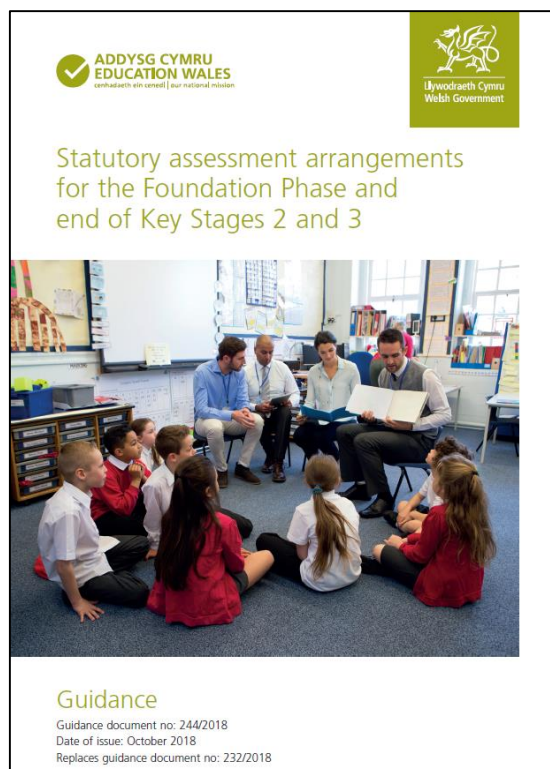
- No comparative information about teacher assessments and tests, in relation to other schools within a local authority or 'family of schools', will be published.
- The Welsh Government no longer produce or publish School Comparative Reports and All Wales Core Data Sets for schools and local authorities in respect of teacher assessment data.
- The My Local School website no longer includes teacher assessment data below the national level (from 2018).

End of key stage teacher assessment

All schools (mainstream and special) have a duty to ensure effective delivery of the:

- Foundation Phase
- National curriculum
- Statutory assessment arrangements of the National Reading and Numeracy Tests and personalised assessments.

These arrangements are in the following Welsh Government Guidance:



School-based standardisation and moderation

Schools must ensure that there are robust systems and procedures in place to support accurate and consistent teacher assessment. These systems and procedures need to be focused on internal standardisation and moderation. This should allow teachers, within each subject, to confirm a shared understanding of national curriculum standards, based on an agreed selection of learners' work and supporting teacher commentary that shows the links to the level descriptions.

Key Stages 2 and 3 cluster group moderation (core subjects)

Headteachers must ensure that for English, Welsh or Welsh second language, mathematics and science cluster group meetings for Key Stages 2 and 3 transition include robust arrangements for moderation of examples of Year 6 and Year 9 learner profiles selected from within the cluster group's own schools.

These arrangements should add value to school-based standardisation and moderation by strengthening teacher assessment. They should also ensure that good practice within the cluster is identified, shared and built upon, to set an agenda for improvement that reflects local circumstances and needs.

The Local Authority Role

The Local Authority has delegated their role in monitoring the cluster moderation processes to the EAS. A sample of cluster moderation meetings are attended on an annual basis by an EAS Officer, to ensure the consistency and effectiveness of meeting and the overall quality rigour of the cluster moderation process. A summary report is provided to each local authority.

Foundation Phase

In the Foundation Phase schools report on the performance of 7 year olds in language, literacy and communication (English or Welsh language) (LLC), mathematical development (MD), and personal and social development, wellbeing and cultural development (PSD).

Expected levels of achievement at the end of foundation phase, key stage 2 and key stage 3

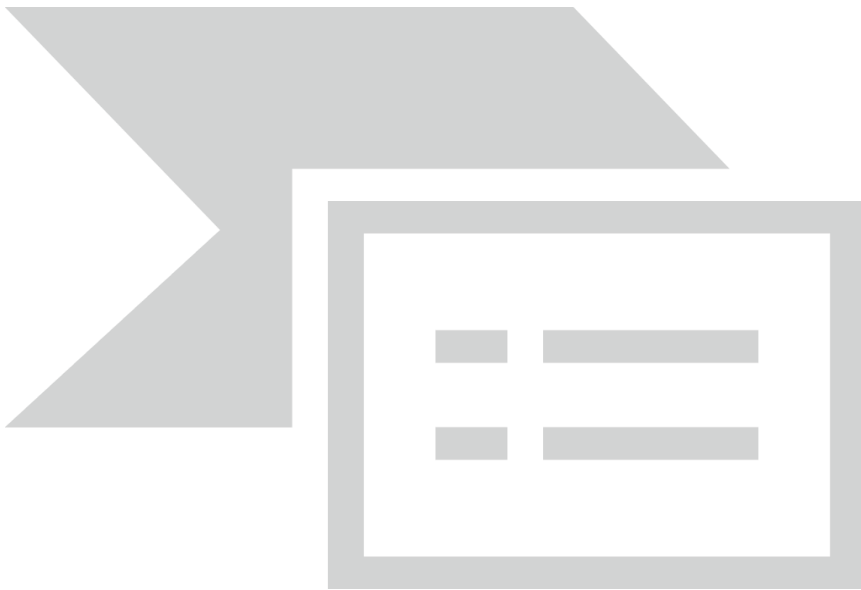
The 'average' pupil is expected to achieve outcome 5 by the end of the foundation phase, with more able pupils achieving outcome 6.

At the end of key stages 2 and 3, the 'average' pupil is expected to achieve level 4 and above and level 5 and above respectively and more able pupils are expected to achieve level 5 and 6 respectively.

In addition to performance at the expected level, it is important also to analyse performance at the Expected Level + 1 at each stage.

This report contains an anonymised overview of data submitted by schools as part of the National Data Collection process in June 2019. Whole cohort data is not included for combination measures such as the Foundation Phase Indicator (FPI) or Core Subject Indicator (CSI)

Expected Levels



Expected Levels + 1 (Higher Levels)



Welsh Government, Estyn and WLGA Letter on Evaluation and Improvement Arrangements, 16 July 2019

Chairs of Scrutiny, Cabinet Members, Directors of Education, Chief Executive Officers, Managing Directors of Regional Education Consortia

This joint communication from Welsh Government, the WLGA and Estyn to Chairs of Scrutiny, Cabinet Members, Directors of Education, Chief Executive Officers, Managing Directors of Regional Education Consortia, stated that:

“It is counter-productive for schools to be placed under disproportionate pressure on the basis of individual measures. It is not in the interest of school improvement and risks undermining the ongoing change in culture that we are working together to achieve. We expect local authorities and regional consortia to support schools to make appropriate decisions about their curriculum to avoid narrowing choice for learners.

Collectively, we have agreed that this is the right approach to take and strongly advise you to use a broad range of un-aggregated data and information to enable you to discharge your duties when reporting on school performance. Evaluating the performance of individual schools rather than generating aggregated data at local authority level will be more helpful to supporting and challenging individual schools with their improvement.”

The content of this scrutiny report is therefore intended to be used within the context of a wider range of information that the local authority will use to evaluate individual school performance, and therefore support and challenge more appropriately to secure improvement.

LA Performance Data and Analysis

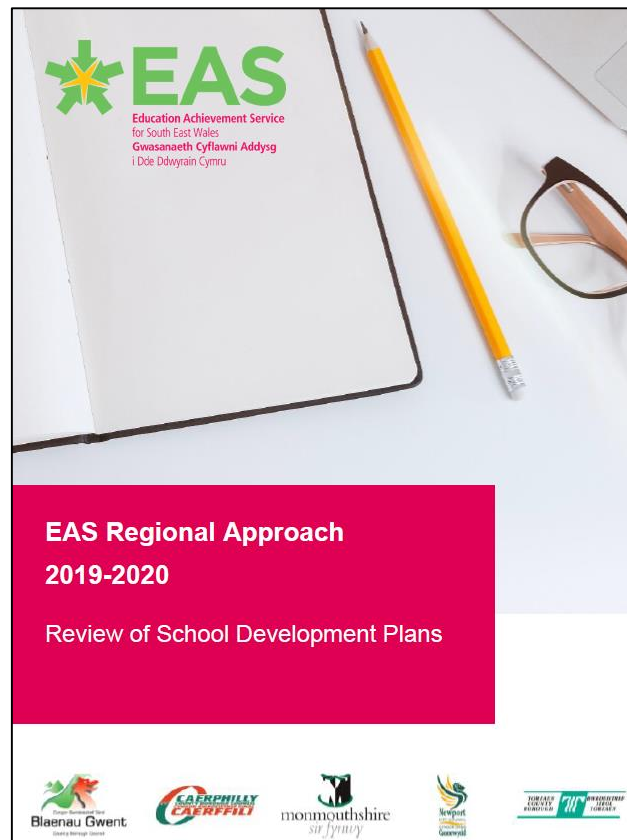
The charts below provide an overview of performance across all schools in the Local Authority (anonymised and non-aggregated, compared with schools across the region.

Each orange dot on a chart represents a single Blaenau-Gwent school and each grey dot represents a non-Blaenau-Gwent school, but still within the region. Each chart is organised so by the FSM % of each school (PLASC 2019), so that the schools serving our least disadvantaged schools are on the left, and those serving our most disadvantaged are on the right.

The single line through each chart is the ‘line of best fit’ across the region. If schools are on or around the line, then they are performing in line with expectation. Schools that are well above the line are performing well above expectation for that particular year. Schools that are well below the line, are performing well below expectation.

The Challenge Adviser will have undertaken a thorough data analysis for each of these schools. This will involve analysis at pupil level, to identify any particular issues with performance, variance from target or any other factors that may have affected performance. The Challenge Adviser will have also discussed the school’s in year pupil tracking data, to see if issues were anticipated by the school in advance.

For 2018-2019, the region is implementing a protocol for reviewing School Development Plans.



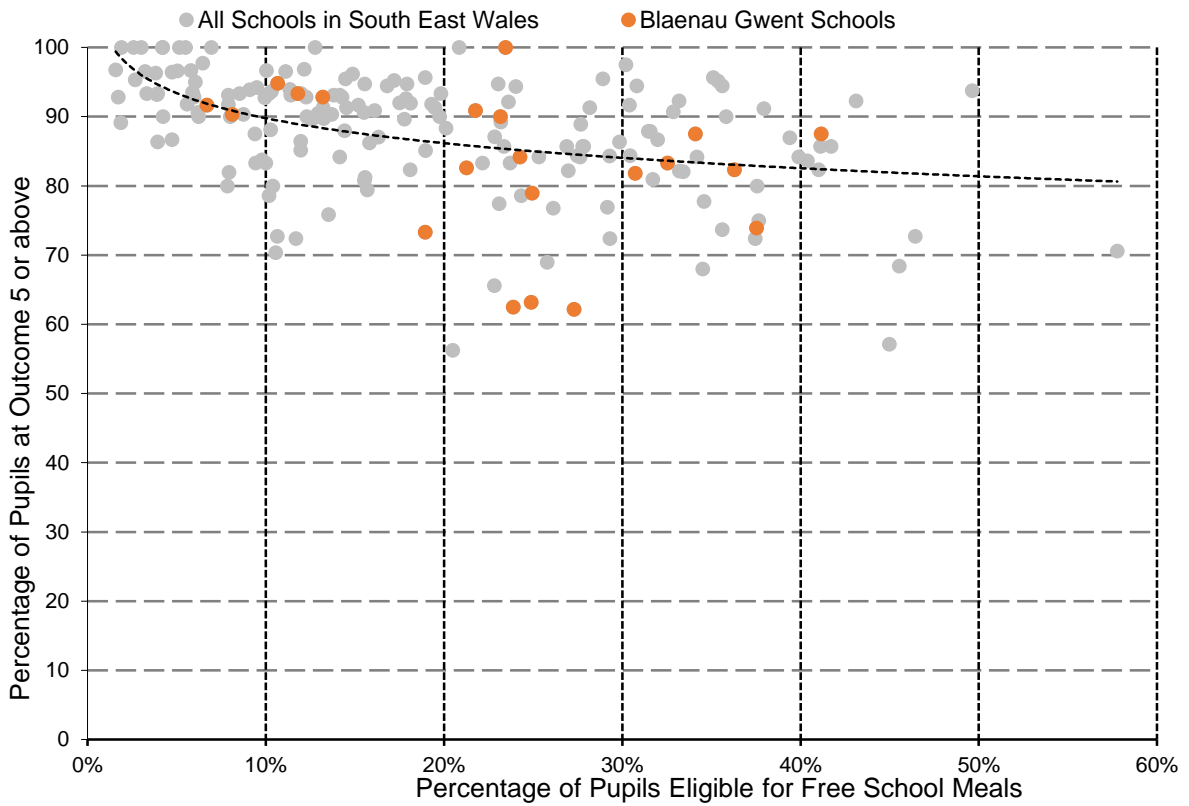
The school development plan (SDP) is the school's strategic plan for improvement. It sets out the actions a school will take to improve learner outcomes based on whole school self-evaluation, using a range of performance information. Through a series of workshops, surgeries and professional panels during the summer and autumn terms 2019, this regional review and evaluation process will support schools to ensure that the processes for school improvement planning are effective. It will support national reform and target setting arrangements.

A joint review and evaluation of school development plans with schools, local authorities and the EAS will take place during the autumn term 2019.

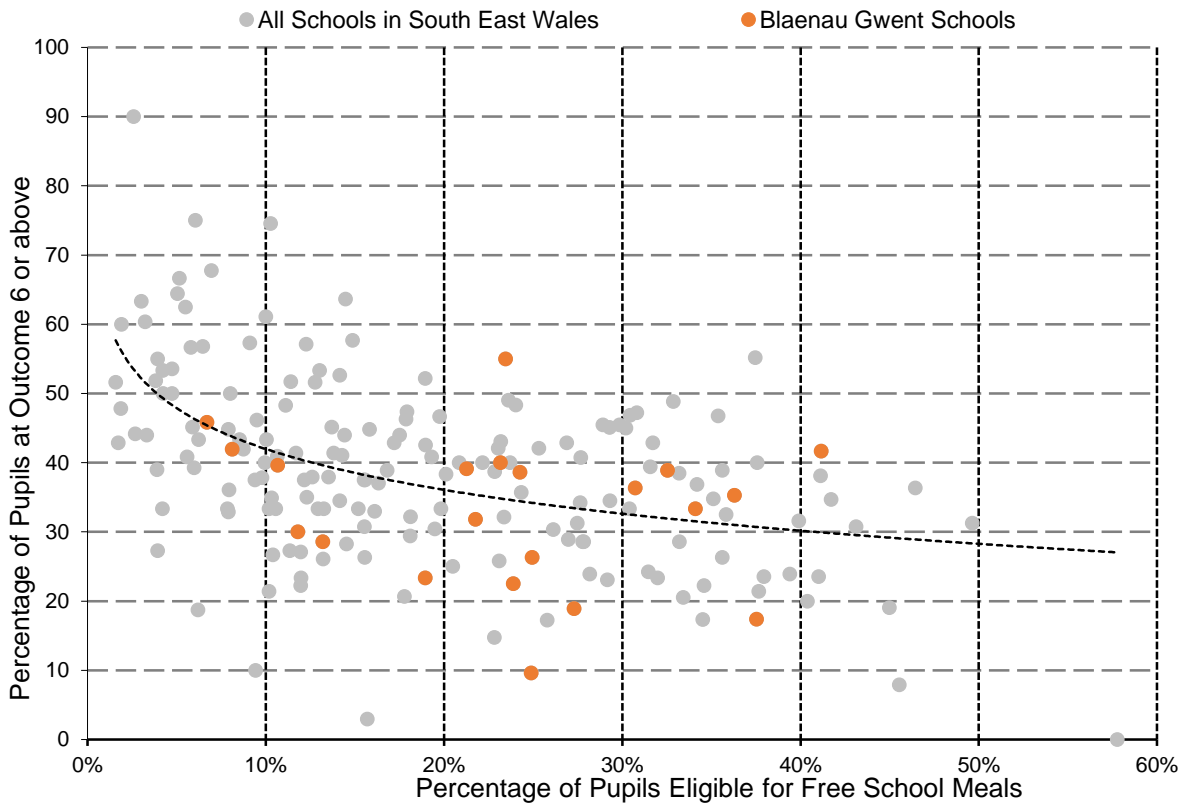
THIS PAGE IS LEFT INTENTIONALLY BLANK

Foundation Phase - Language, Literacy and Communication (LLC) – English and Cymraeg

Percentage of pupils achieving Outcome 5+



Percentage of pupils achieving Outcome 6+



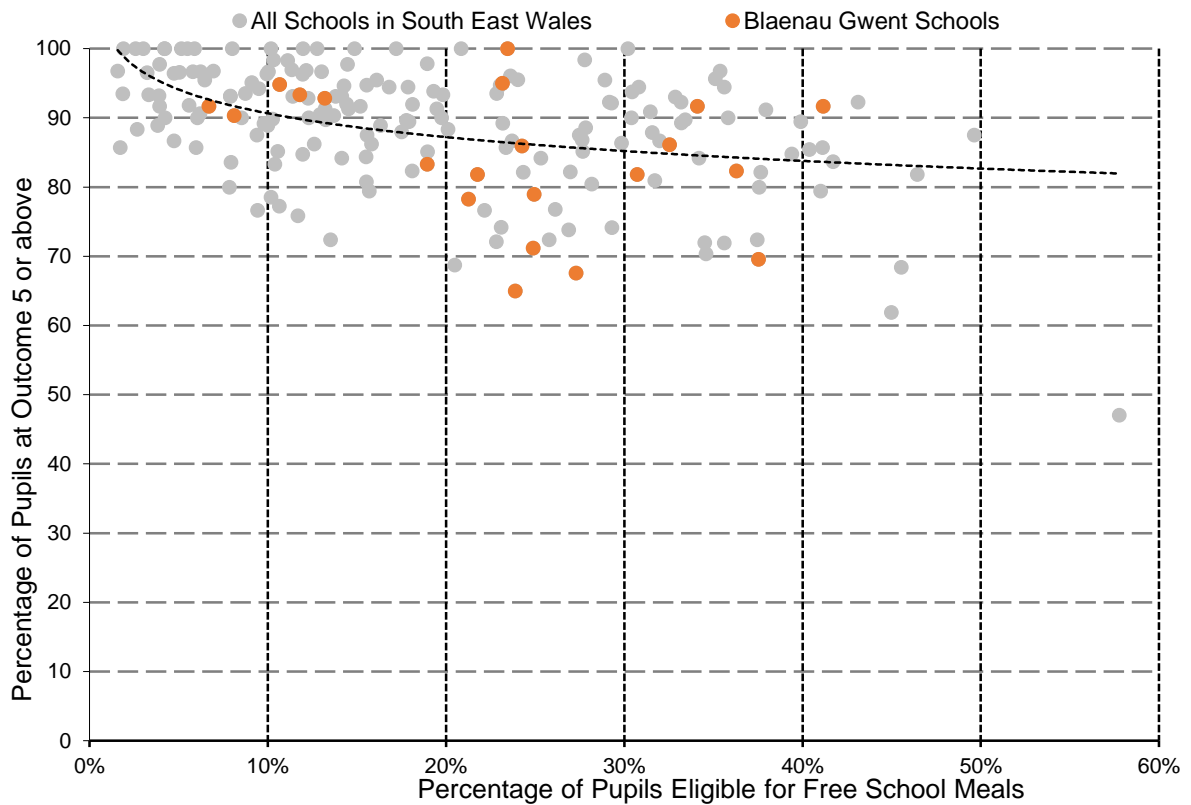
Foundation Phase - Language, Literacy and Communication (LLC) – English and Cymraeg – Summary Analysis

Please note these charts includes both English and Welsh Medium schools, as either LLC-English or LLC-Cymraeg is assessed.

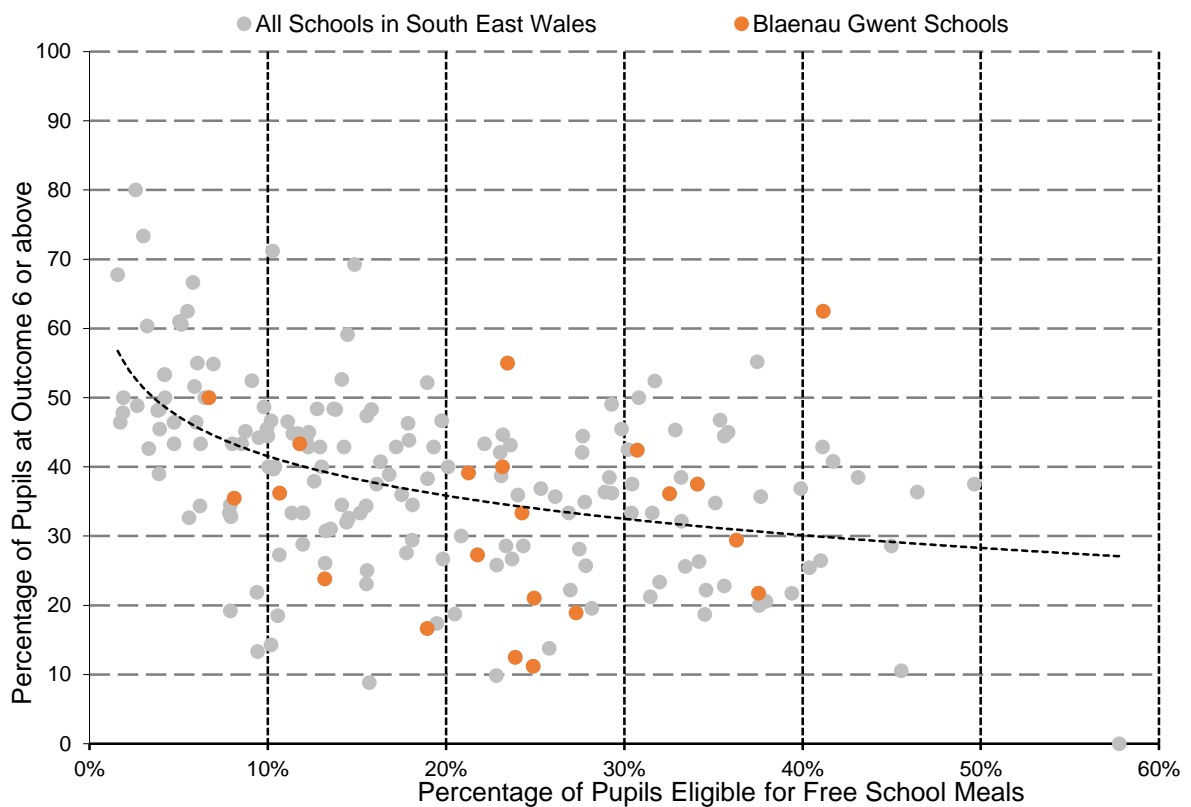
- Overall performance at Outcome 5+ is in-line with the region as a whole.
 - For Blaenau-Gwent schools that are less disadvantaged. (<15% FSM), schools are generally in line with or greater than expectation.
 - For Blaenau-Gwent schools that are over 20% FSM, performance is more variable, with three schools in the 20-30% FSM range who have performance less than expected 70% attainment.
-
- Overall performance at Outcome 6+ is generally in-line with the region as a whole.
 - There are however a number of schools, between 10-30% FSM, where performance is below expectation.

Foundation Phase - Mathematical Development (MD)

Percentage of pupils achieving Outcome 5+



Percentage of pupils achieving Outcome 6+

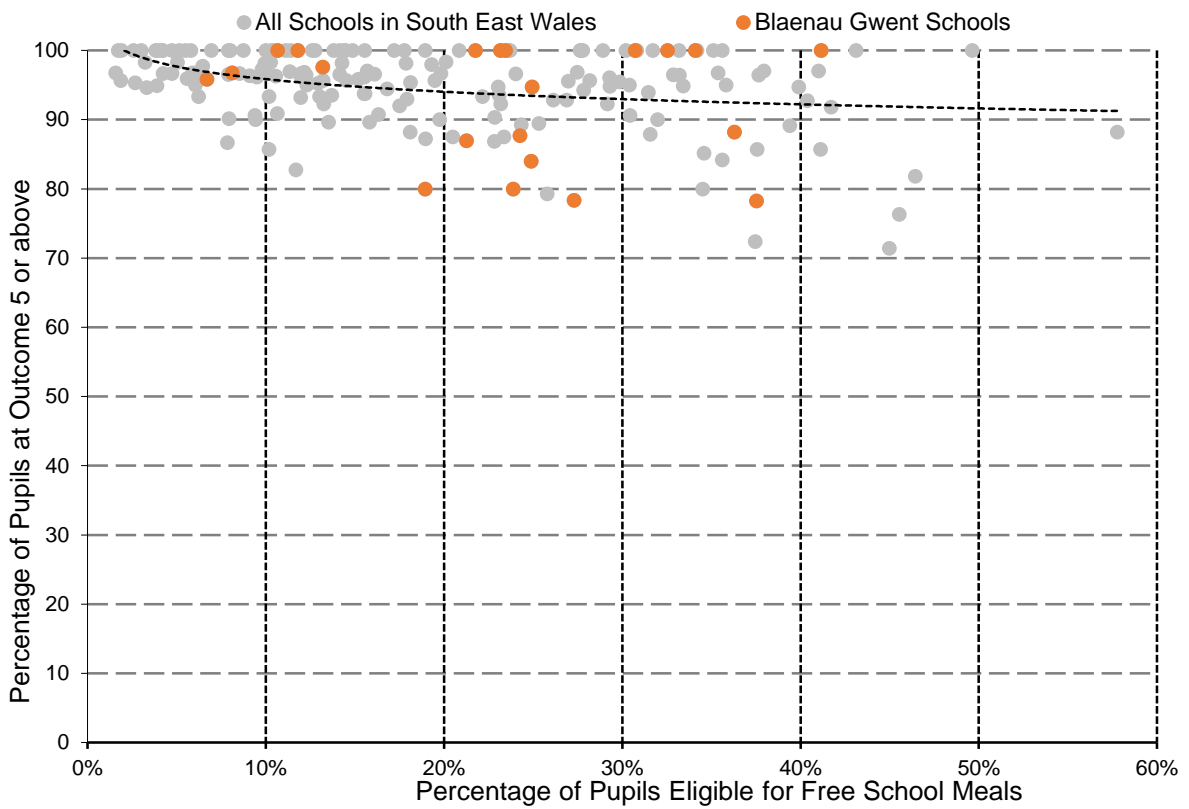


Foundation Phase - Mathematical Development (MD) – Summary Analysis

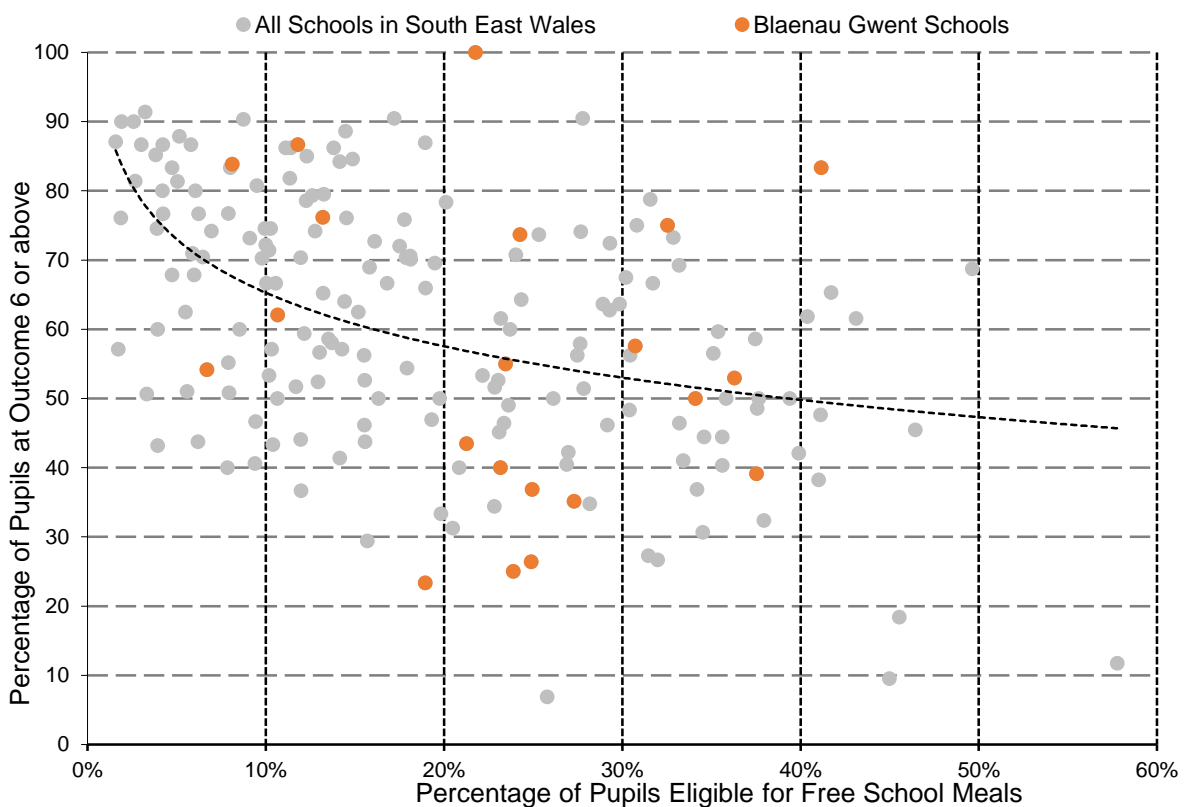
- Overall performance at Outcome 5+ is generally in-line with the region as a whole.
 - For Blaenau-Gwent schools that are less disadvantaged. (<15% FSM), schools are generally in line with or greater than expectation.
 - For Blaenau-Gwent schools that are over 20% FSM, performance is more variable, with three schools in the 20-30% FSM range who have performance less than expected 70% attainment.
-
- Overall performance at Outcome 6+ is generally in-line with the region as a whole.
 - There are however a number of schools, between 10-30% FSM, where performance is below expectation.

Foundation Phase - Personal and social development, wellbeing and cultural development (PSD)

Percentage of pupils achieving Outcome 5+



Percentage of pupils achieving Outcome 6+



Foundation Phase - Personal and social development, wellbeing and cultural development (PSD) – Summary Analysis

- Overall performance at Outcome 5+ is generally in line with the region as a whole, with many schools, where 100% of learners achieve O5+
- There are a number of schools in the 20-40% FSM range where performance is below expectation, but these are in line with many other similar schools across the region.

- Overall performance at Outcome 6+ is in-line with the region as a whole
- Performance at Outcome 6+ is significantly more variable, but this variability is in line with the region as a whole.
- There are however a number of schools in the 20%-30% FSM range where performance is significantly below expectation.

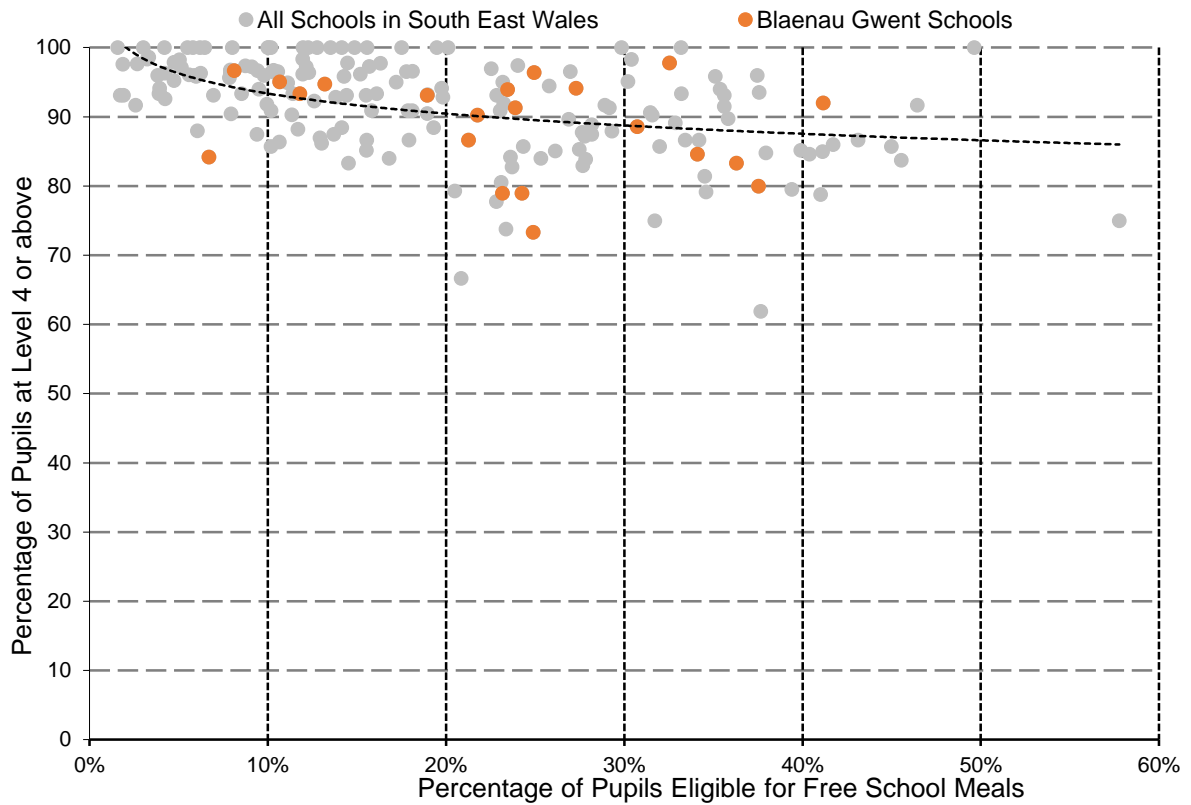
Key Stage 2 - Cymraeg

There is only one Welsh Medium primary school in Blaenau Gwent, so it is not possible to provide a chart without disclosing the performance within that school. As with all other schools a school level evaluative analysis of performance is undertaken by the Challenge Adviser.

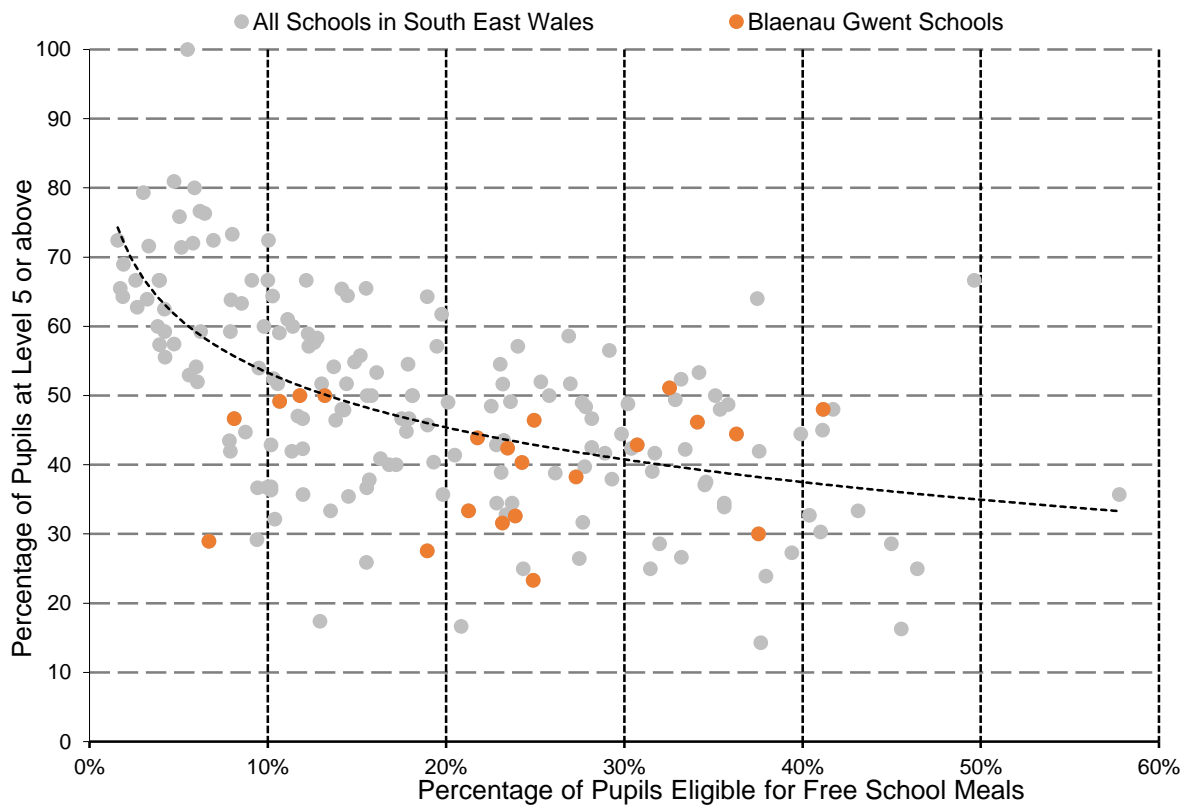
THIS PAGE IS INTENTIONALLY BLANK

Key Stage 2 - English

Percentage of pupils achieving level 4+



Percentage of pupils achieving level 5+



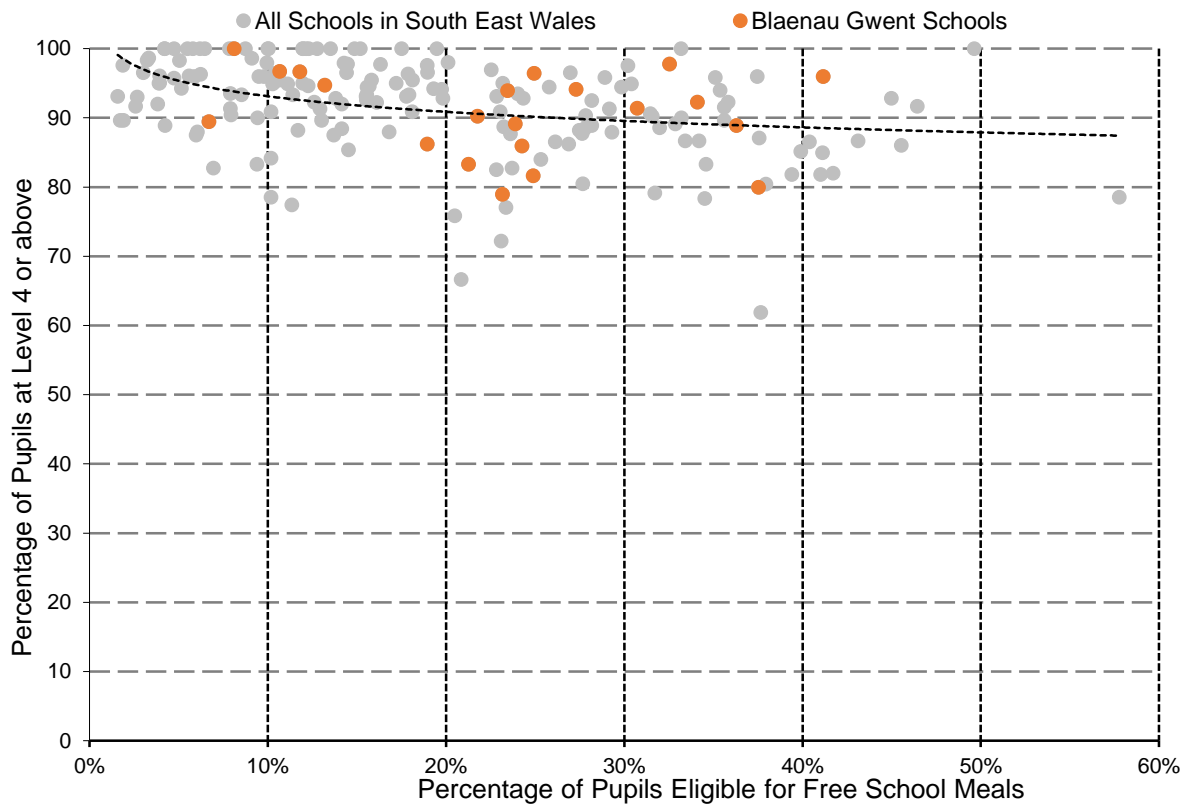
Key Stage 2 – English – Summary Analysis

- Overall performance at Level 4+ is in-line with the region as a whole.
- For Blaenau-Gwent schools that are in the range 20-40% FSM, there are 3 schools where performance is below expectation.

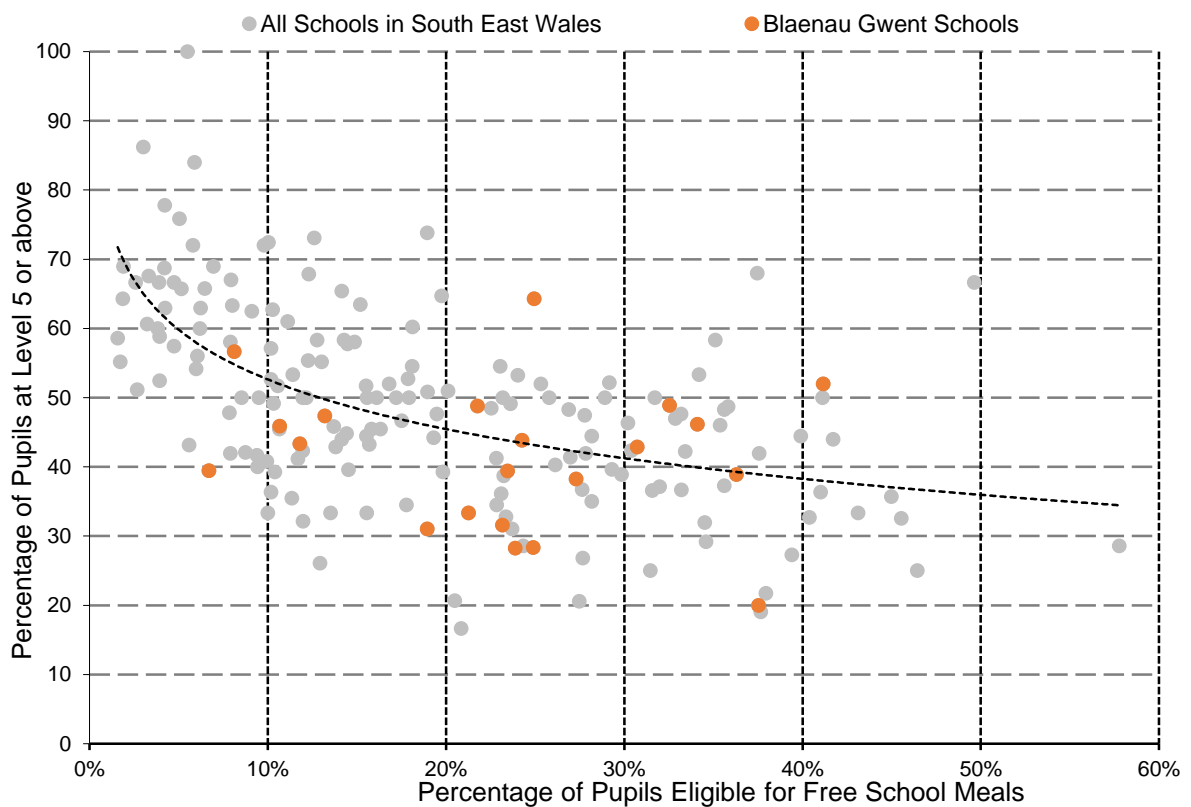
- Overall performance at Level 5+ is below that of the region as a whole, particularly for those school in the 0% to 30% range.
- There are more schools, with some of the greatest of disadvantage, where performance is above expectation.

Key Stage 2 - Mathematics

Percentage of pupils achieving level 4+



Percentage of pupils achieving level 5+

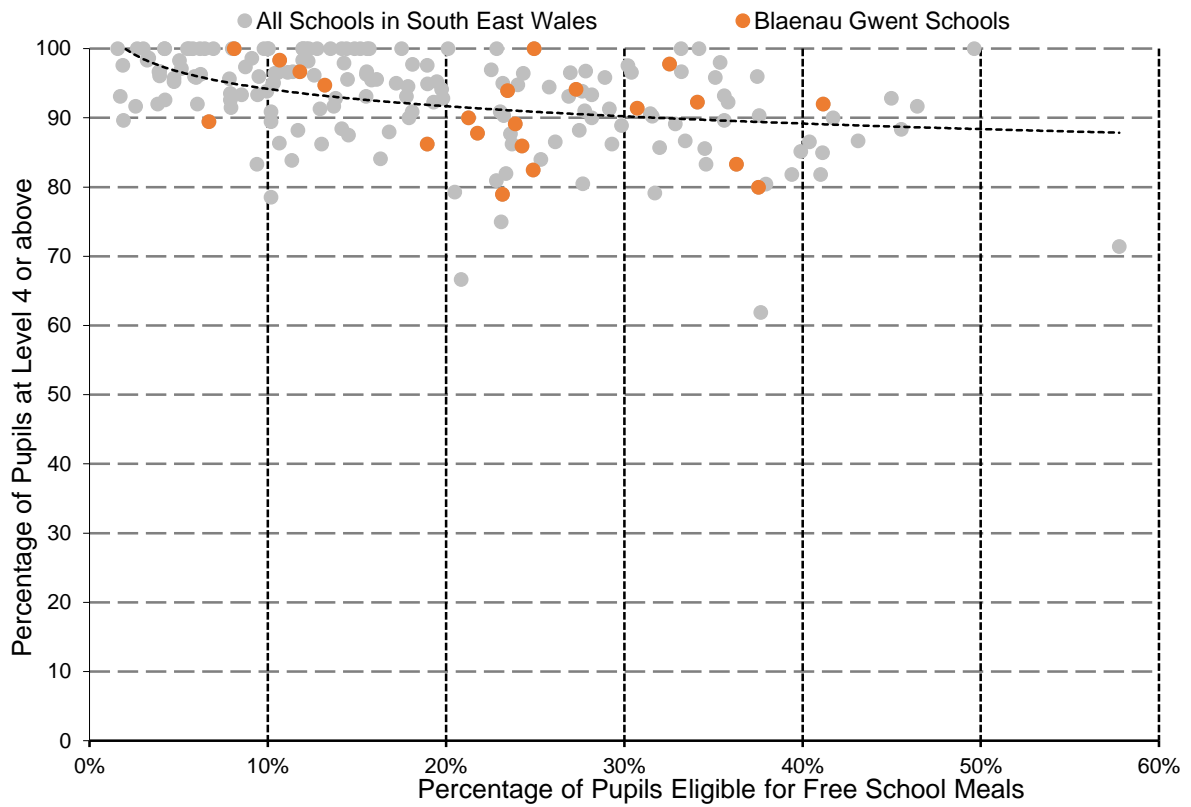


Key Stage 2 – Mathematics – Summary Analysis

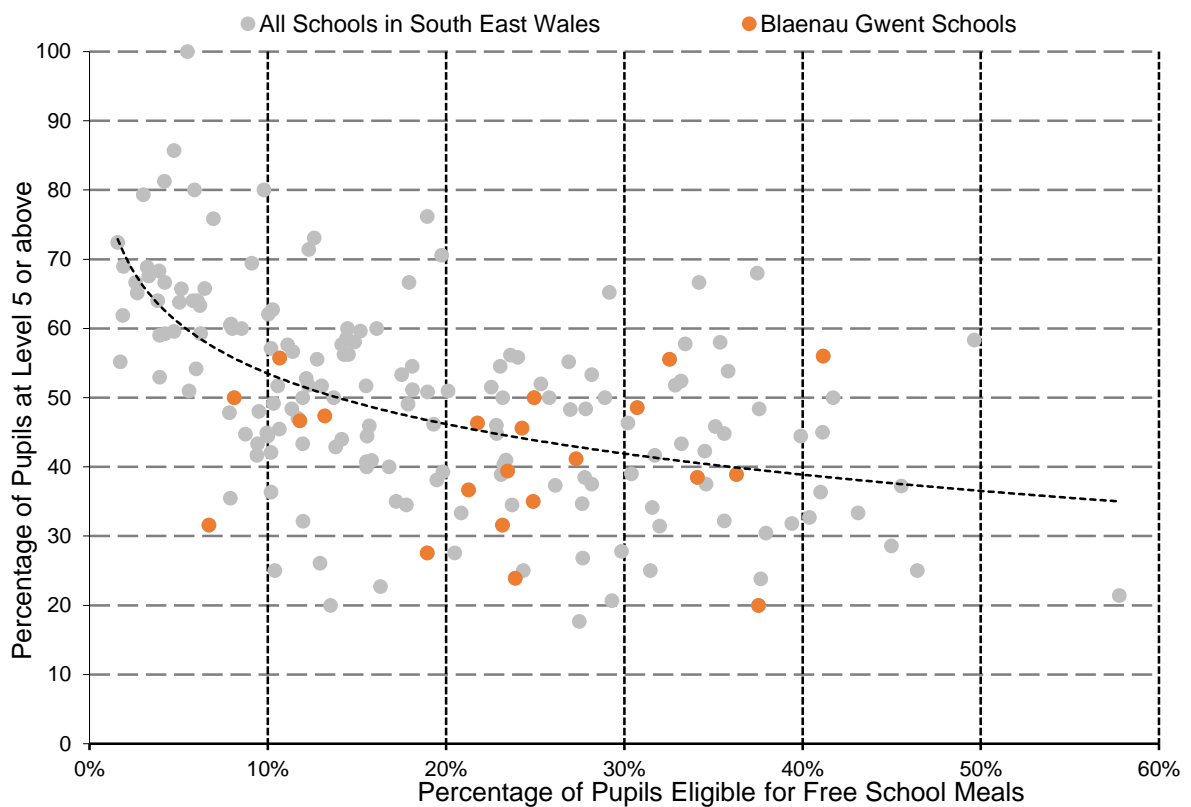
- Overall performance at Level 4+ is in-line with the region as a whole.
- Overall performance at Level 5+ is below that of the region as a whole, particularly for those school in the 0% to 30% range.

Key Stage 2 - Science

Percentage of pupils achieving level 4+



Percentage of pupils achieving level 5+

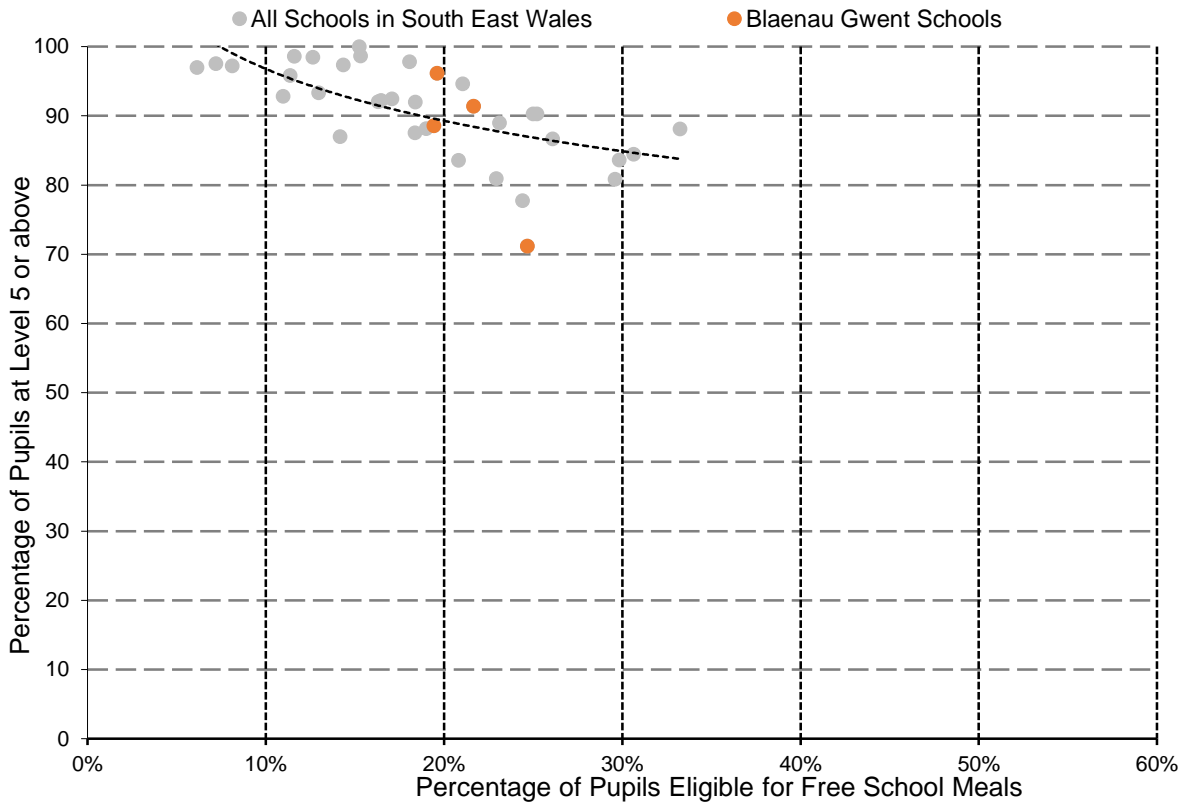


Key Stage 2 – Science – Summary Analysis

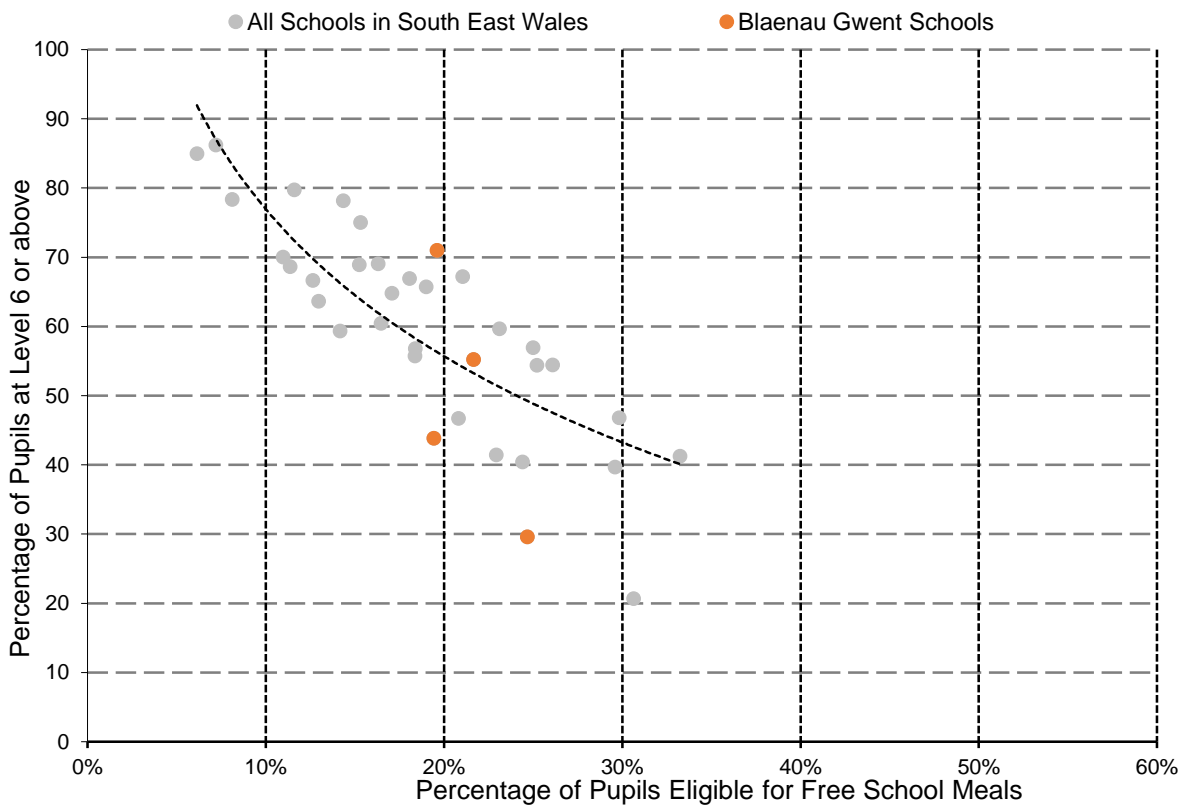
- Overall performance at Level 4+ is in-line with the region as a whole.
- Overall performance at Level 5+ is below that of the region as a whole.
- There are a range of schools mainly within the 20-40% FSM group, where performance is significantly below expectation.

Key Stage 3 - English

Percentage of pupils achieving level 5+



Percentage of pupils achieving level 6+

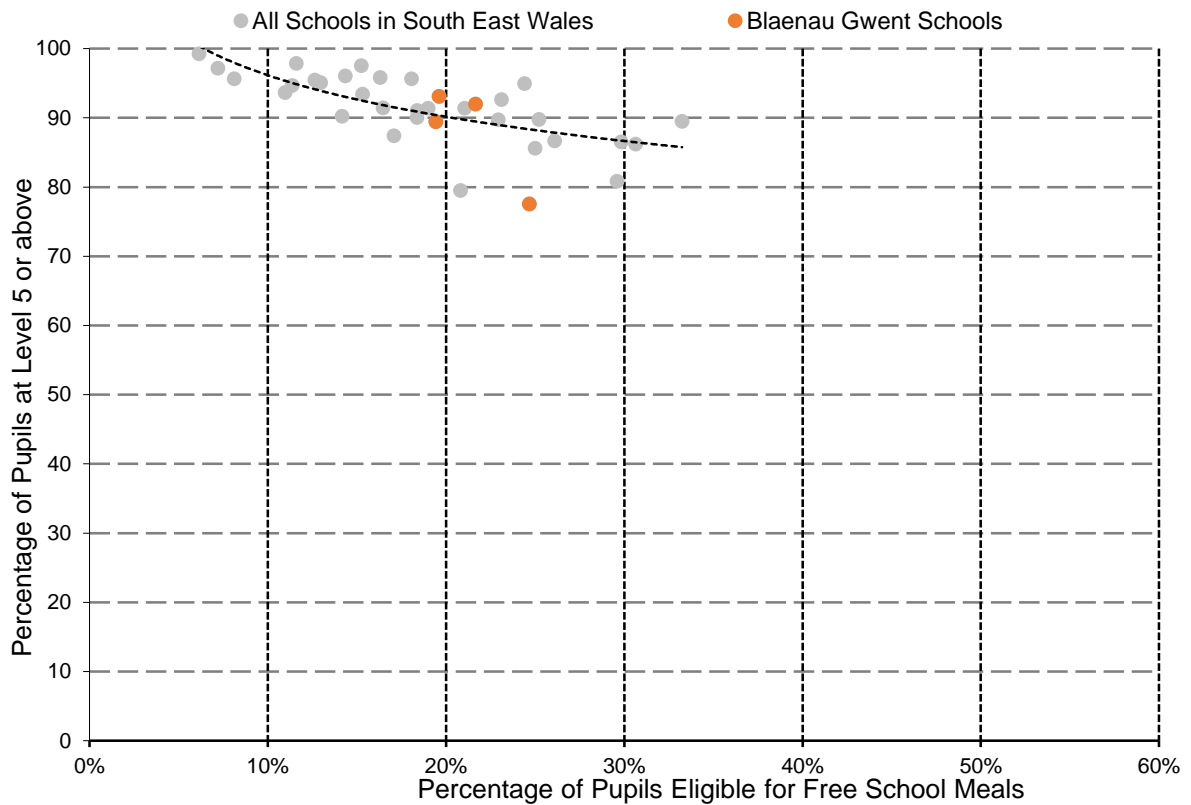


Key Stage 3 – English – Summary Analysis

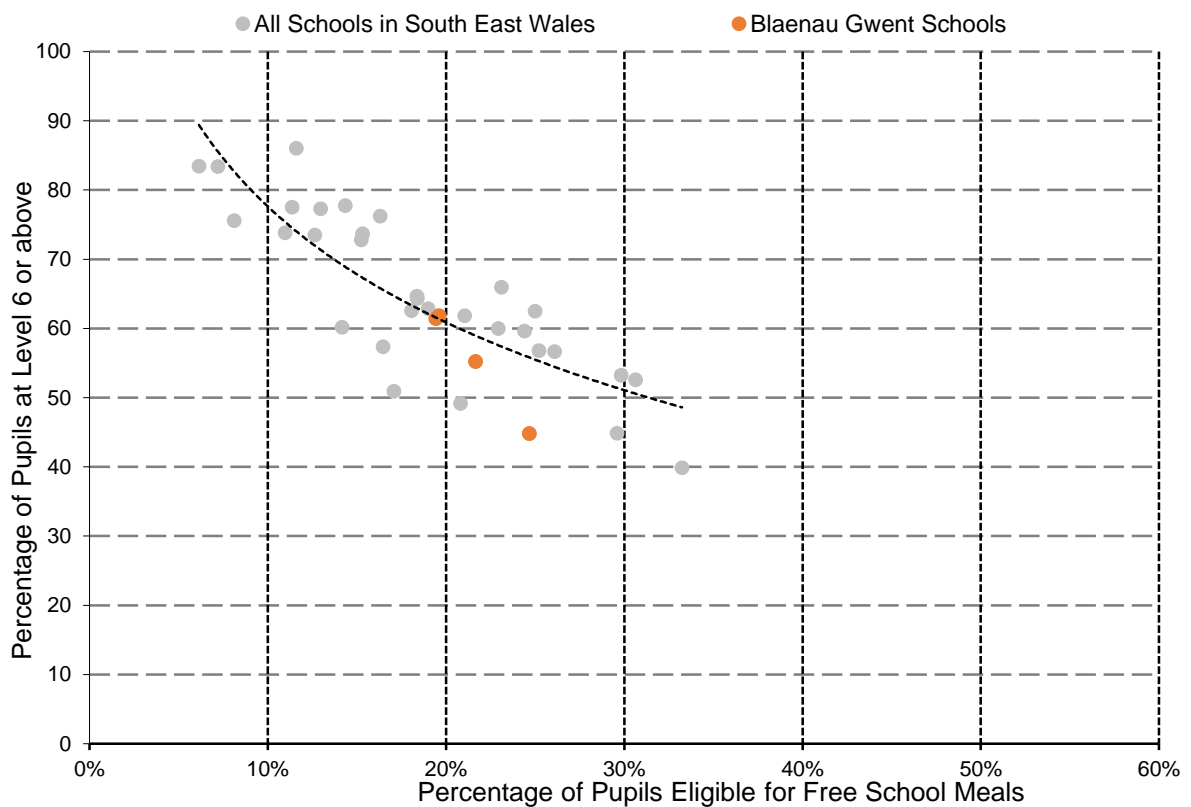
- Overall performance at Level 5+ is in-line with the region as a whole, apart from one school, where performance is below expectation.
- Overall performance at Level 6+ is significantly more variable.
- There is one school, where performance is significantly below expectation.

Key Stage 3 - Mathematics

Percentage of pupils achieving level 5+



Percentage of pupils achieving level 6+

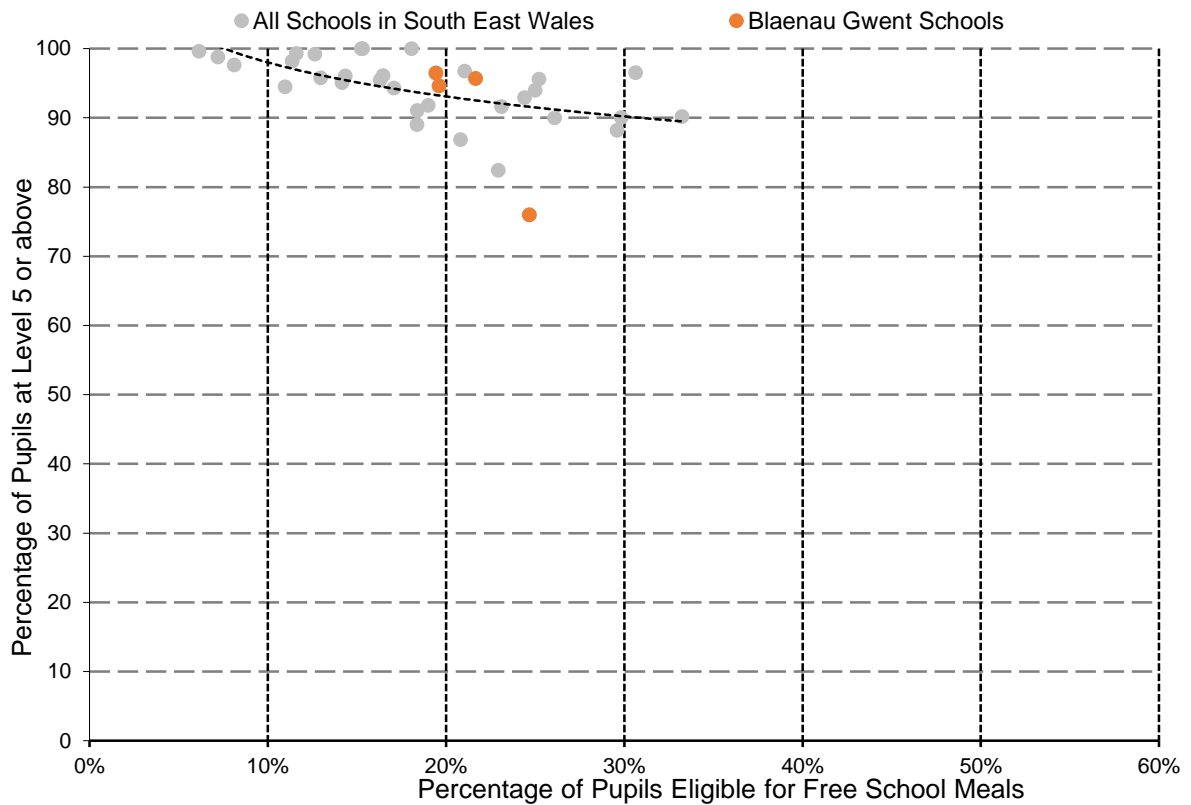


Key Stage 3 – Mathematics – Summary Analysis

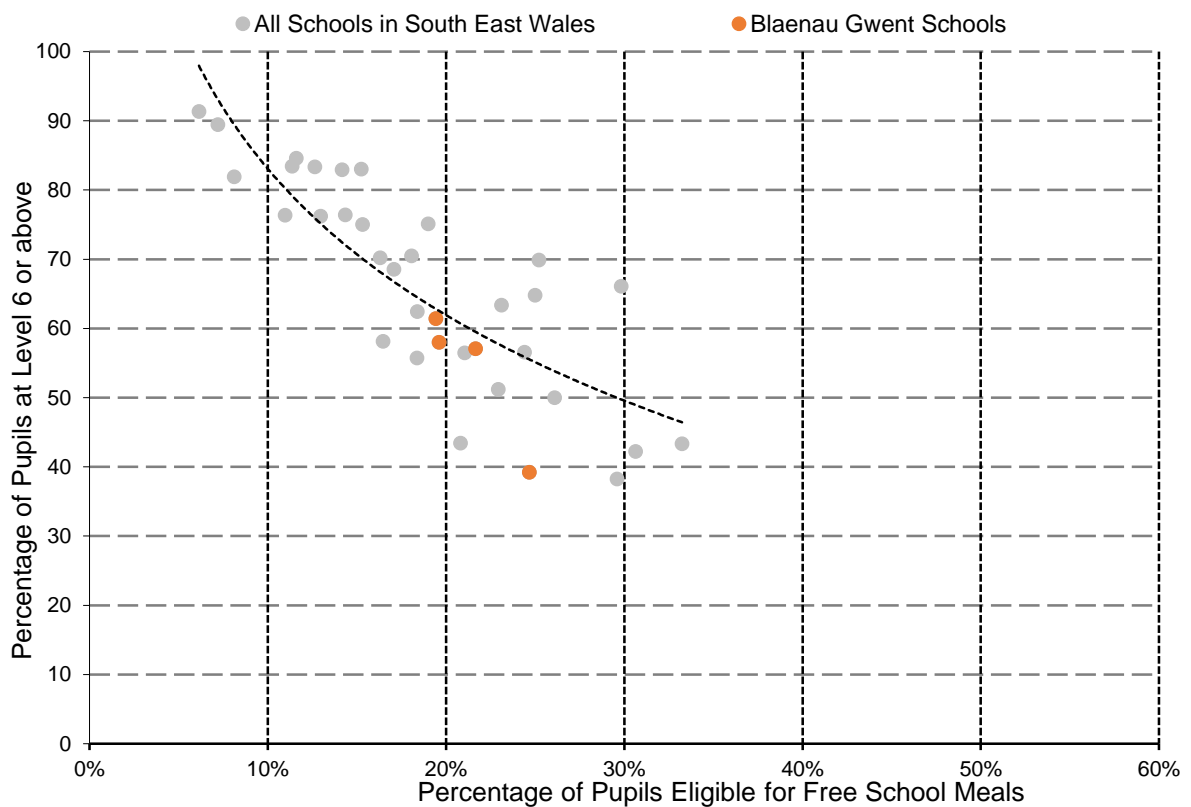
- Overall performance at Level 5+ is in-line with the region as a whole, apart from one school, where performance is below expectation.
- Overall performance at Level 6+ is in-line with the region as a whole, apart from one school, where performance is below expectation.

Key Stage 3 - Science

Percentage of pupils achieving level 5+



Percentage of pupils achieving level 6+



Key Stage 3 – Science – Summary Analysis

- Overall performance at Level 5+ is in-line with the region as a whole, apart from one school, where performance is below expectation.
- Overall performance at Level 6+ is significantly more variable.
- There is one school, where performance is significantly below expectation.

Further analysis of each school's performance will be undertaken, with school leaders, as part of whole school self-evaluation to inform future improvement planning

This information will be used within the context of a wide range of self-evaluation information.

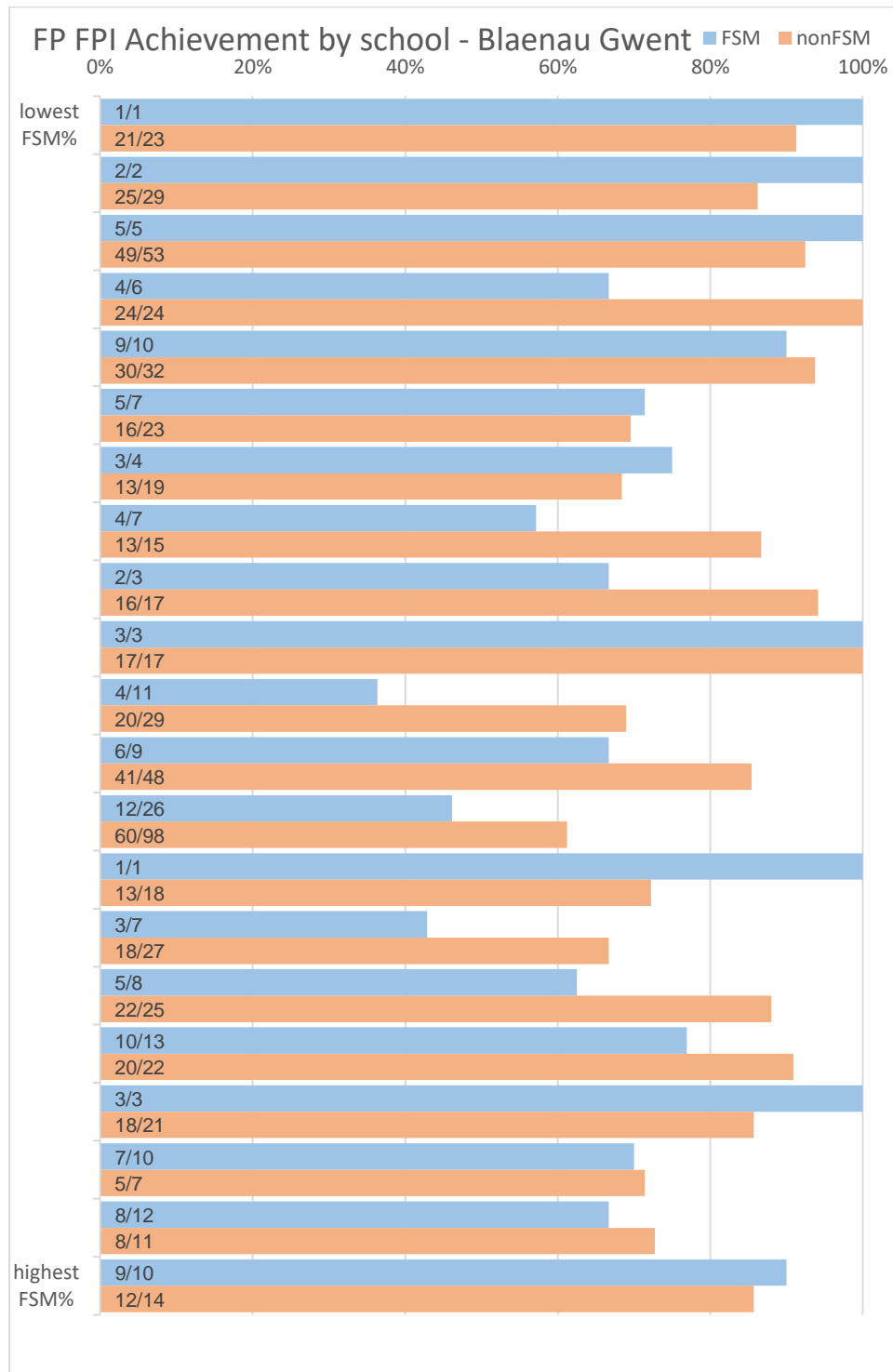
Summary of Key Issues

- Foundation Phase - Outcome 5+ performance is lower than expected in each area of learning, for many schools with medium to high FSM (20-40%).
- Key Stage 2 – Level 5+ performance is lower than expectation in each subject for many schools with low to medium FSM (0-30%).
- Key Stage 3 – Performance at both L5+ and L6+ is too variable in each of the subjects.

The Performance on Free School Meal (FSM) Learners

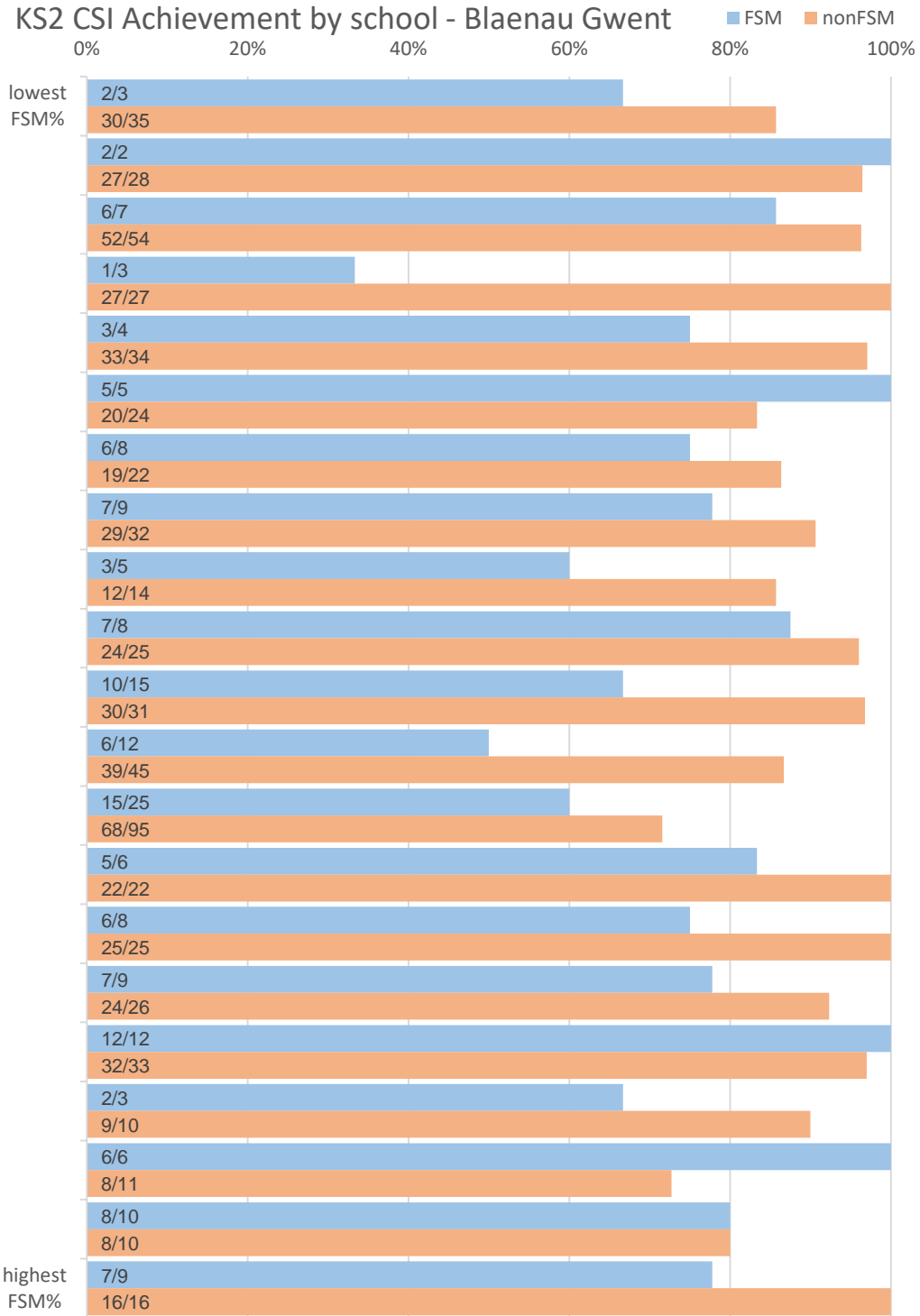
The following charts are included for information only. They show FSM / non-FSM outcomes for each school, for the current year. The numbers on each bar represent the number of pupils that attained / cohort. Where there is no bar present, the cohort is 0. This is usually for FSM learners, particularly, for schools with a lower % of FSM.

FSM / non-FSM - Foundation Phase – FPI Achievement by School

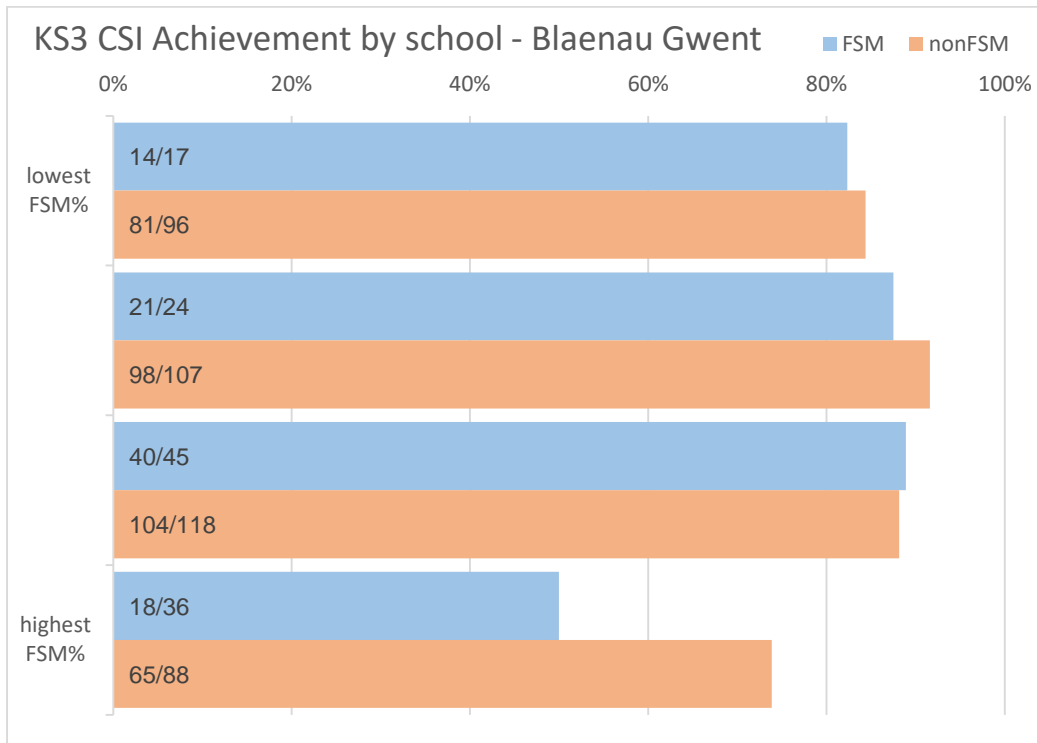


FSM / non-FSM - Key Stage 2 – CSI Achievement by School

KS2 CSI Achievement by school - Blaenau Gwent



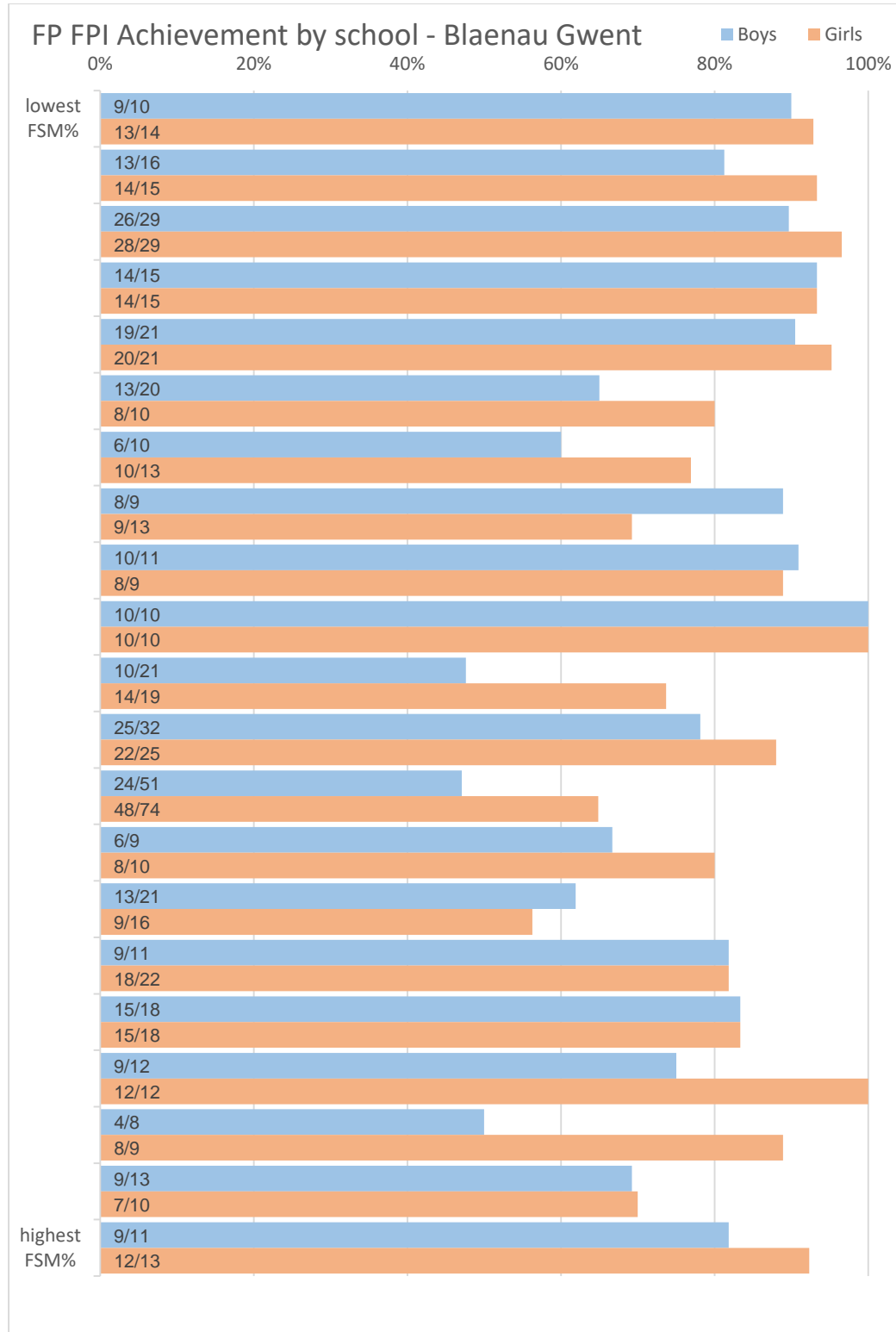
FSM / non-FSM - Key Stage 3 – CSI Achievement by School



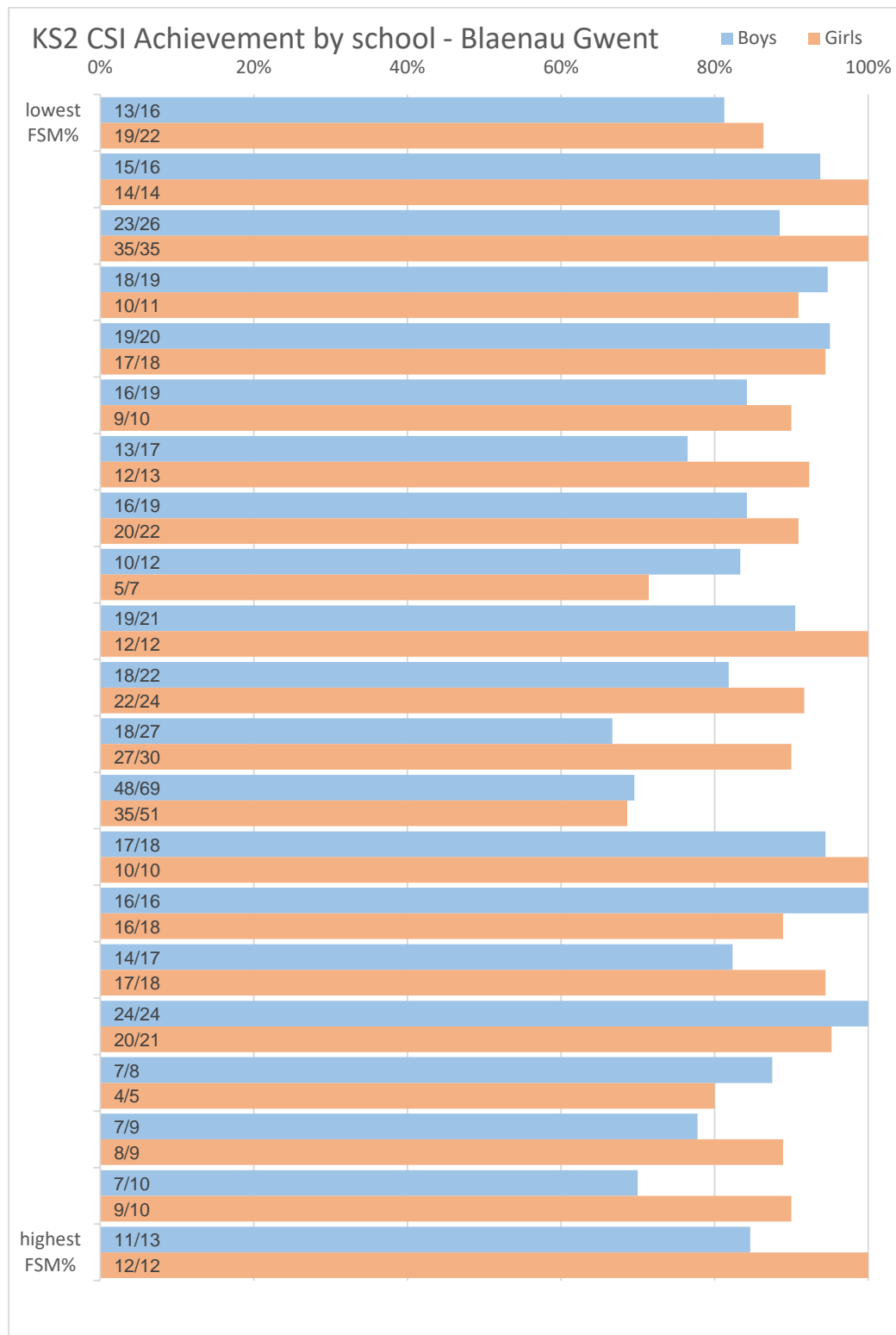
Gender Comparisons

The following charts are included for information only. They show boy / girl outcomes for each school, for the current year. The numbers on each bar represent: the number of pupils that attained / number in the cohort.

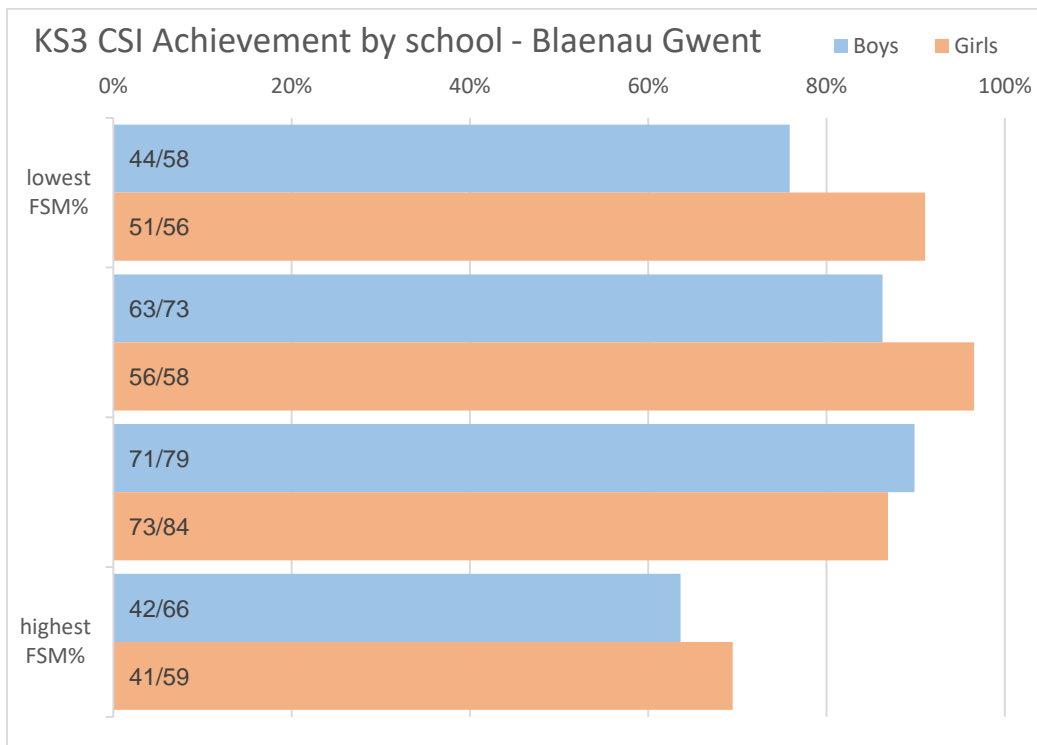
Gender - Foundation Phase – FPI Achievement by School



Gender - Key Stage 2 – CSI Achievement by School



Gender - Key Stage 3 – CSI Achievement by School



Report for Scrutiny
KS4 (PROVISIONAL AND DRAFT)

2018-19

Blaenau-Gwent

Purpose of this Report: To inform members of Welsh Government policy changes in relation to KS4 interim performance measures.

Introduction and Context

The Welsh Government has been developing new evaluation and improvement arrangements to replace parts of the current accountability system. These arrangements have been co-constructed with colleagues in schools, Estyn, local government, regional consortia, and taken international research into consideration. They have been carefully developed to ensure that they align with and help support the realisation of the new curriculum and associated reforms.

The new arrangements will support the aim of raising standards, reducing the attainment gap, and delivering an education system that is a source of national pride and public confidence.

The arrangements are based on the following four key principles. They will be:

- fair – they will promote equity, inclusion, choice, individual pathways to learning and never losing sight of the learner;
- coherent – allowing each part of the system to work together without overlapping, with clear roles and responsibilities;
- proportionate – ensuring that the implementation of the new arrangements and process is manageable and makes a difference;
- transparent – recognising the breadth of learning experience across schools and the value added by teacher in class

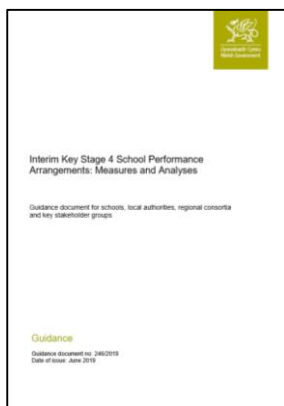
Over the next three years, there will be an evolving programme of future developments, making the transition between the current system and the future plans. The process of developing the new Evaluation and Improvement arrangements by 2022 will evolve in a planned way to support schools and others to build a self – improving system and plan for sustained improvements.

In May 2018, the Minister for Education announced the introduction of a suite of interim Key Stage 4 performance measures that were developed through collaboration with head teachers and key stakeholders. The new measures, based on points scores, were designed to remove the historic emphasis on the Level 2 threshold measure and the narrow focus on borderline C/D grade learners that past use of threshold measures has cultivated. Instead, they reflect a school average of all individual learners' points' scores, rather than a percentage attaining a minimum threshold level.

The measures have been designed to help broaden learner choice, valuing individual learner needs and achievement. This will help better capture the progress of every learner. Whilst the interim measures are broader in order to achieve this

goal, existing curriculum requirements and expectations of provision remain. There will continue to be headline measures on literacy, numeracy and science.

Interim Key Stage 4 School Performance Arrangements



In June 2019, the guidance document for schools, local authorities, regional consortia and key stakeholder groups was issued, on the Interim Key Stage 4 School Performance Arrangements: Measures and Analyses.

Guidance document no: 246/2019 Date of issue: June 2019

Reporting against the interim performance measures will commence in September 2019.

It is understood that the interim measures will not significantly change the systemwide behaviours. However, schools should not be placed under disproportionate scrutiny on the basis of one or two measures in isolation, as we move to a system that values a much wider range of factors in assessing a school's effectiveness in best providing for individual learners' needs.

There is an expectation that local authorities and regional consortia support schools to make appropriate decisions about their curriculum to avoid narrowing choice for learners.

As a minimum, there is an expectation that most learners will study:

- both a Welsh/English language and literature qualification;
- both mathematics and mathematics - numeracy GCSEs;
- and either three separate science GCSEs or a double award GCSE.

The best interest of the learner must always be the main factor in any decision about the qualifications chosen and learners' choices must not be dictated by changes to performance measures.

Over the next six months, Welsh Government will commission an independent research project to review the performance measurement system. Decisions on future indicators, and the associated systems that will supersede the interim arrangements, will be informed by this research, in conjunction with the responses received in response to a full consultation with schools and key stakeholders.

Interim Performance Measures: Basic principles

Cohort being measured

The cohort measured will remain as Year 11 learners. All Year 11 learners on the school's roll will be included in Key Stage 4 (KS4) results data with the exception of those identified as:

- NEWBES (New to the English or Welsh based Education System within the last two academic years); or
- FEWBES (From an English or Welsh based Education System but with qualifications that are not counted in Wales KS4 performance data).

Whilst such learners can be excluded from the figures, this will mean they will be excluded from all the KS4 performance data measures at a school level.

Qualifications that can be included in KS4 performance data

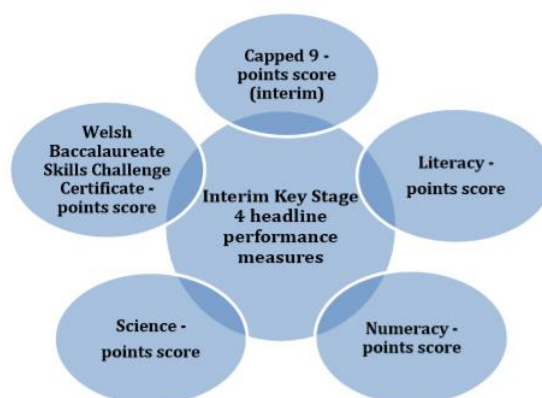
All qualifications approved or designated for delivery in Wales continue to count towards KS4 performance measures, other than where particular subject requirements are specified.

Only the first complete awarding of a qualification can be included in the measures, irrespective of whether a better grade is subsequently achieved for the same qualification by a learner. This change encourages schools to enter learners when schools are confident, they are ready to gain their best possible result. It does not prevent a learner resitting should a school or learner wish to attempt to improve their results, but the resit result would not count towards school performance measures, even if the outcome is higher.

Overview of headline measures

The interim performance measures are made up of five headline measures, all based on points scores:

1. Capped 9 measure (interim)
2. Literacy measure
3. Numeracy measure
4. Science measure
5. Welsh Baccalaureate Skills Challenge Certificate measure



Capped 9 Measure

No*	Slot	Requirement	
1	Literacy slot	Subject specific requirements** (GCSEs only)	Best result of first awarding of: Welsh first language or English language or Welsh literature or English literature
2	Numeracy slot		Best result of first awarding of: mathematics – numeracy or mathematics
3	Science slot		Best result of first awarding of (currently limited to awards in the WJEC suite of science GCSE qualifications available to learners): biology, chemistry, physics, science (double award) applied science (double award) and applied science (single award)
4	'Other six' (GCSEs or equivalent volume of qualifications)	Best six remaining qualification awards***	All qualifications approved/designated for pre-16 delivery in Wales can count, subject to usual discounting rules and excluding Essential Skills Wales qualifications. The Welsh Baccalaureate Skills Challenge Certificate qualification can count towards one of these slots where it features in a learner's best remaining awards.
5			
6			
7			
8			
9			

*Each slot is the equivalent of one GCSE in size.

The literacy, numeracy and science slots are also standalone performance measures.

**Where multiple awards can count, the best grade achieved by a learner is taken. Only the result for the first complete awarding of that qualification is considered when identifying the best grade.

*** There is no cap on total volume of non-GCSEs contributing to the 'Other six' slots.

Use of Data

In order to support robust and rigorous self-evaluation WG are making changes to the information they provide to schools in the All Wales Core Data Sets (AWCDS) to reflect the interim KS4 performance measures. The information should not be considered in isolation and is by no means an exhaustive list of what schools should be looking at. It should be considered alongside schools' own data (including, for example, learner participation, learner characteristics, prior attainment, socioeconomic background etc.), to enable a thorough evaluation of performance. Data is only a small part of what should be considered in evaluating how effective a school is.

The data pack will only tells part of the story; it is for each school, supported by their local authority and regional consortia, to consider it alongside other evidence and local knowledge in order to inform school self-evaluation, target setting and planning.

National benchmarking data was previously provided to allow a comparison with other schools in similar socio-economic circumstances to encourage collaboration. However, the way in which benchmarking has been used has instead driven

competition between schools and local authorities rather than collaboration. It will, therefore, no longer be provided.

In its place, Welsh Government will be providing a range of new analyses to enable schools to look at data from a range of angles and taking into account the performance of all learners. These will be released during the autumn term 2019, with the first release scheduled for mid-October 2019.

In line with the move away from threshold measures, WG will no longer be providing analyses on the percentage of learners achieving: individual subjects, including the Welsh Baccalaureate at Foundation or National, or threshold performance measures, namely the Core Subject Indicator (CSI) or Level 2 threshold.

The exceptions to this are the Level 2 inclusive (L2+) and Level 1 threshold measures – the requirement for schools to set targets for KS4 learners against these measures has remained in legislation for the 2018/19 academic year. Therefore, in order to assist individual schools with monitoring progress against targets, WG will provide schools with their Level 2 inclusive and Level 1 attainment data, in addition to the new interim measures. Two versions of the Level 2 inclusive measure will be provided: one with and one without Welsh or English literature qualifications being able to contribute towards the literacy component.

Some examples of the type of questions schools should be asking when looking at the data provided include:

- What are our stronger and weaker subjects / performance indicators?
- What are the trends for subjects / performance indicators?
- Is our performance higher, the same as, or lower than, expected?
- How different were actual outcomes from those expected (a little, a lot)? If there is a notable difference – what might have caused this?
- Are there any contextual factors that have affected performance for this indicator / subject?
- How does the performance of boys compare to that of boys in similar schools?
- How does the performance of girls compare to that of girls in similar schools?
- How does the performance of FSM learners compare to that of their counterparts in similar schools?
- Are there trends over time indicated for boys' / girls' performance?
- How does our school performance compare with our statistical family, the local authority and Wales? What are the similarities? What are the differences?
- Are some family schools more consistent in having higher outcomes?
- What might account for these e.g. have any specific strategies or curricular arrangements been implemented in the school?
- Are there trends over time to grade distributions?
- How do the grade distributions compare across subjects within the school, and with other schools in the family?
- Are there trends in the performance of the lower, middle or upper third?
- How do the average points scores for each third compare with the modelled points scores?
- What proportion of the school's cohort is included within each national third?
- How does that pattern compare across the family and with the local authority?

- How does the proportion of the school's Capped 9 Points Score (interim) ('other six' slots only) that is made up of non-GCSEs compare to that of similar schools?
- What could be the reasons for this?

Welsh Government, Estyn and WLGA Letter on Evaluation and Improvement Arrangements, 16 July 2019

Chairs of Scrutiny, Cabinet Members, Directors of Education, Chief Executive Officers, Managing Directors of Regional Education Consortia

This joint communication from Welsh Government, the WLGA and Estyn to Chairs of Scrutiny, Cabinet Members, Directors of Education, Chief Executive Officers, Managing Directors of Regional Education Consortia, stated that:

“It is counter-productive for schools to be placed under disproportionate pressure on the basis of individual measures. It is not in the interest of school improvement and risks undermining the ongoing change in culture that we are working together to achieve. We expect local authorities and regional consortia to support schools to make appropriate decisions about their curriculum to avoid narrowing choice for learners.

Collectively, we have agreed that this is the right approach to take and strongly advise you to **use a broad range of un-aggregated data and information** to enable you to discharge your duties when reporting on school performance. Evaluating the performance of individual schools rather than generating aggregated data at local authority level will be more helpful to supporting and challenging individual schools with their improvement.”

The content of this scrutiny report is therefore intended to be used within the context of a wider range of information and a range of regional processes that the local authority will use to evaluate individual school performance, and therefore support and challenge more appropriately to secure improvement.

For example, for 2018-2019, the region is implementing a protocol for reviewing School Development Plans. The school development plan (SDP) is the school's strategic plan for improvement. It should set out the actions a school will take to improve learner outcomes based on whole school self-evaluation, using a range of performance information. This regional review and evaluation process will support schools to ensure that the processes for school improvement planning are effective. It will support national reform and target setting arrangements.

Data Validity, Accuracy and Risk

Please note that the following data summary is compiled using provisional data provided by schools on exam results' day. This data is subject to a validation process throughout the autumn, which will result in changes to overall outcomes.

Final confirmed data is not likely to be available until December 2019. A further analysis will be provided on the final validated data set.

Sharing individual school data from results day more widely at this stage has inherent reputational risks, given that this data is provisional and yet to be finalised.

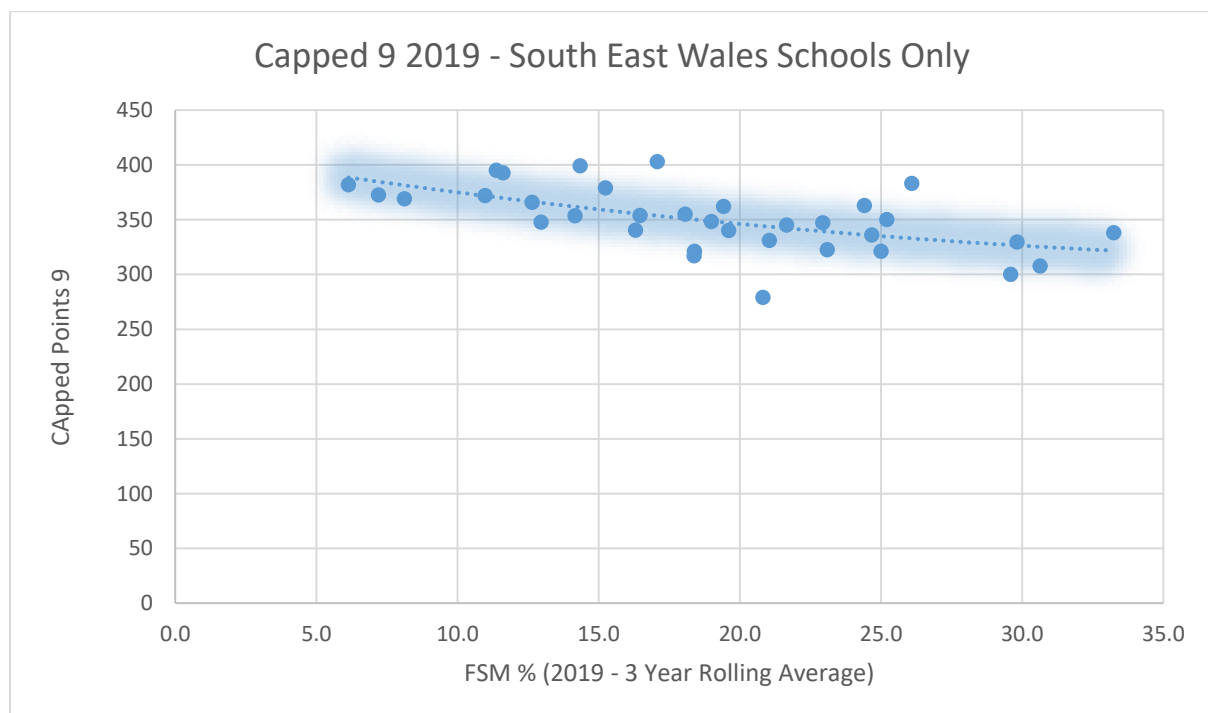
Capped 9 Performance Overview

The charts below provide an overview of performance across all schools in the regions (anonymised and non-aggregated).

Each blue dot on a chart represents a single school within the region. Each chart is organised by the FSM % of each school (PLASC 2019), so that the schools serving our least disadvantaged communities are on the left, and those serving our most disadvantaged are on the right.

The single line through each chart is the 'line of best fit' across the region. If schools are on or around the line, then they are performing in line with expectation (for the region). Schools that are well above the line are performing well above expectation for that particular year. Schools that are well below the line, are performing well below expectation.

Lines of best fit for key indicators for Wales as a whole are usually published at the same time as final All Wales Core Data sets (December).



The table below provides a regional overview of performance for the new interim measures. This enables members to familiarise themselves with school level regional performance. (NR = No return on results day)

The table is sorted from highest performing Capped 9 to lowest performing. Each row represents a single school. Please note though that the school's FSM % is provided to provide some context.

School	LA	FSM - 3 year RA	Capped Point 9	Average points for best of Literature or first Language Welsh or English GCSE	Average points for best of Mathematics or Mathematics - Numeracy GCSE	Average points for best Science GCSE	Average points for Welsh Baccalaureate Skills Challenge Certificate
			403	42	43	42	38
			399	43	44	44	40
			395	44	47	44	43
			393	44	40	43	36
			383	41	40	39	43
			382	42	44	44	39
			379	38	38	39	40
			373	42	41	41	38
			372	41	38	40	43
			369	41	41	41	42
			366	41	42	38	45
			363	37	38	37	39
School 1	B		362	39	36	36	37
			355	42	36	40	44
			354	38	38	35	42
			354	42	39	39	37
			350	34	35	37	33
			348	37	36	35	36
			348	42	39	38	38
			347	38	38	37	33
School 2	B		345	38	36	36	42
			340	38	36	33	33
School 3	B		340	37	30	31	NR
			338	35	35	34	30
School 4	B		336	35	33	27	37
			331	36	34	29	36
			330	34	32	34	37
			323	36	35	36	33
			321	36	36	37	34
			321	37	34	31	32
			317	37	34	33	39
			308	32	31	28	37
			300	35	31	31	39
			279	35	32	29	36
Highest			403	44	47	44	45
Median			349	38	36	37	38
Lowest			279	32	30	27	30

The table below provides a regional overview of performance for the Capped 9 only, split by FSM / non FSM. The table remains sorted from highest performing Capped 9 overall to lowest performing. Each row represents a single school.

School	LA	FSM - 3 year RA	Cohort nonFSM	Cohort FSM	Capped Point 9			
					All Pupils	nonFSM	FSM	+/-
					403	417	322	-95
					399	403	373	-31
					395	404	293	-111
					393	397	357	-40
					383	395	349	-46
					382	388	271	-117
					379	390	312	-78
					373	382	208	-174
					372	382	238	-144
					369	377	293	-84
					366	378	291	-87
					363	371	325	-46
School 1	B				362	374	326	-48
					355	368	283	-85
					354	364	309	-55
					354	362	307	-55
					350	361	309	-52
					348	357	305	-52
					348	357	267	-91
					347	355	284	-71
School 2	B				345	361	273	-88
					340	351	283	-68
School 3	B				340	345	310	-35
					338	366	287	-79
School 4	B				336	350	293	-56
					331	347	264	-83
					330	340	303	-37
					323	352	226	-126
					321	340	262	-79
					321	334	268	-66
					317	324	280	-44
					308	325	245	-80
					300	308	274	-34
					279	307	184	-123
Highest					403	417	373	-31
Median					349	361	289	-71
Lowest					279	307	184	-123

Meaningful evaluation of the outcomes at individual school level will take place across the autumn term in dialogue between Local Authorities, EAS and school leaders. Support for individual schools will continue to be provided in line with the National Categorisation system.