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THIS IS A MEETING WHICH THE PUBLIC ARE ENTITLED TO ATTEND

21st May 2021

Dear Sir/Madam

ANNUAL MEETING OF THE COUNCIL

A meeting of the Annual Meeting of the Council will be held in Virtually Via Microsoft Teams - if you would like to attend this meeting live via Microsoft Teams please contact committee.services@blaenau-gwent.gov.uk on Thursday, 27th May, 2021 at 10.00 am.

Yours faithfully

Michelle Morris
Managing Director

AGENDA

Pages

1. SIMULTANEOUS TRANSLATION

You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

2. APOLOGIES

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

To receive.

3. **DECLARATIONS OF INTEREST AND DISPENSATIONS**

To consider any declarations of interest and dispensations made.

4. **CHAIR'S ANNOUNCEMENTS**

To receive.

5. **CHAIR AND DEPUTY CHAIR OF THE COUNCIL**

To appoint Chair and Deputy Chair of the Council for 2021/2022.

6. **LEADER AND DEPUTY LEADER OF THE COUNCIL**

To appoint Leader and Deputy Leader of the Council.

7. **GROUP OFFICERS**

Group Secretaries to report on Group Officers for 2021/2022.

8. **MEMBERSHIP OF THE EXECUTIVE**

To appoint Membership of the Executive.

9. **CHAIR, VICE-CHAIR AND MEMBERSHIP OF SCRUTINY COMMITTEES**

To appoint Chair and Vice-Chair and Members of the Scrutiny Committees.

10. **STANDING COMMITTEES AND STANDING SUB-COMMITTEES**

To appoint Chairs and Vice-Chairs of Standing Committees and Standing Sub-Committees.

11. **SPECIAL AND AD HOC COMMITTEES/CONSULTATION MEETINGS**

To appoint Members to Special and Ad Hoc Committees/ Consultation Meetings.

12. COUNCIL'S REPRESENTATIVES ON OTHER BODIES

To appoint Council's Representatives on Other Bodies.

13. LOCAL GOVERNMENT ACT 2021 CHANGES

5 - 8

To consider the report of the Head of Legal and Corporate Compliance (Monitoring Officer).

14. ANNUAL CYCLE OF MEETINGS 2021/2022

9 - 26

To consider joint officers' report.

15. MEMBERSHIPS REPORT

27 - 28

To consider the attached report.

To: Councillor M. Moore (Chair)
Councillor J. Holt (Deputy Chair)
Councillor P. Baldwin
Councillor D. Bevan
Councillor G. Collier
Councillor J. Collins
Councillor M. Cook
Councillor M. Cross
Councillor N. Daniels
Councillor G. A. Davies
Councillor D. Davies
Councillor G. L. Davies
Councillor M. Day
Councillor P. Edwards
Councillor L. Elias
Councillor D. Hancock
Councillor K. Hayden
Councillor S. Healy
Councillor J. Hill
Councillor W. Hodgins
Councillor M. Holland
Councillor J. Mason
Councillor H. McCarthy
Councillor C. Meredith

Councillor J. Millard
Councillor J. C. Morgan
Councillor J. P. Morgan
Councillor L. Parsons
Councillor G. Paulsen
Councillor K. Pritchard
Councillor K. Rowson
Councillor T. Sharrem
Councillor T. Smith
Councillor B. Summers
Councillor B. Thomas
Councillor G. Thomas
Councillor S. Thomas
Councillor H. Trollope
Councillor J. Wilkins
Councillor D. Wilkshire
Councillor B. Willis
Councillor L. Winnett

All other Members (for information)
Manager Director
Chief Officers

Agenda Item 13

Date signed off by the Monitoring Officer: 13.5.2021
Date signed off by the Section 151 Officer: 20.4.2021

Committee: **Annual Council**

Date of Meeting: **27th May, 2021**

Report Subject: **Local Government Act 2021 Changes**

Portfolio Holder: **Councillor Nigel Daniels, Leader of the Council & Executive Member Corporate Services**

Report Submitted by: **Andrea Jones, Head of Legal and Compliance/Monitoring Officer**

Report Written by: **Steve Berry, Data Protection and Governance Officer**

Directorate Management Team	Corporate Leadership Team	Portfolio Holder / Chair *	Audit Committee	Democratic Services Committee	Scrutiny Committee	Executive Committee	Council	Other (please state)
	For info – Date TBC		27 th April 2021				27 th May 2021	

1. **Purpose of the Report**
 - 1.1 To inform Council of mandatory legislative changes being introduced as part of the Local Government and Elections (Wales) Act 2021 that came into force 1st April 2021, and of future required changes that impact the Audit Committee.
2. **Scope and Background**
 - 2.1 On 1st April 2021 the Local Government and Elections (Wales) Act 2021 came into force in Wales. This Act includes provisions impacting a number of areas including reforming electoral arrangements, changes to local government finance and a new system for performance and governance.
 - 2.2 As part of this new legislation a number of changes must be made to the Audit Committee with immediate effect and noted by all members.
 - 2.3 CHANGE OF NAME – The Audit Committee will now be referred to as the Governance and Audit Committee.
 - 2.4 ADDITIONAL FUNCTIONS – The functions/terms of reference of the Committee will be widened to include complaints and a new performance and governance regime (s 115).
 - 2.5 This will result in the Governance and Audit Committee receiving new statutory powers to:
 - Review and assess the authority's ability to handle complaints effectively

- Make reports and recommendations in relation to the authority's ability to handle complaints effectively.
- 2.6 In addition to the above there are a number of other obligations placed upon the Council as part of Local Government and Elections (Wales) Act 2021 which come into force in May 2022. It is asked that the Council make note of these in readiness.
- 2.7 The changes to the Governance and Audit Committee in May 2022 will as follows:
- Obligated to advertise and undertake a recruitment and selection exercise for all lay members
 - The Chair of the Governance and Audit Committee will now need to be a lay person
 - One third of Members of the Committee must be lay persons
 - Deputy Chair must not be a member of the Local Authority's executive or an assistant to its executive.
- 2.8 It is acknowledged that the Blaenau Gwent CBC's Governance and Audit Committee currently already complies with 3 of these intended changes. However, in order to comply with the membership requirement that a third of members must be lay persons a recruitment process will be initiated in Autumn 2021 in order to be prepared and further reports submitted to Council.
3. **Options for Recommendation**
- 3.1 There are no options for recommendation since these are mandatory changes brought about from a change in the legislation. This report is intended to be noted only.
4. **Evidence of how does this topic supports the achievement of the Corporate Plan / Statutory Responsibilities / Blaenau Gwent Well-being Plan**
- 4.1 **Statutory Responsibility:**
The Council is obliged to make these changes under the Local Government and Elections (Wales) Act 2021.
5. **Implications Against Each Option**
- 5.1 *Impact on Budget*
There is no immediate impact on the budget but may lead to additional time being required to consider the issues within the additional scope of the committee.
In May 2022 there will be a slight impact on the budget due to the additional lay members that are required.
- 5.2 *Risk*
Failure to comply with these changes will result in the Council not being compliant with the Local Government and Elections (Wales) Act 2021

5.3 *Legal*
Failure to comply with these changes will result in the Council not being compliant with the Local Government and Elections (Wales) Act 2021

5.4 *Human Resources*
There are no implications from a Human Resources perspective.

6. **Supporting Evidence**

6.1 *Performance Information and Data*
n/a

6.2 *Expected outcome for the public*
Compliance with the Local Government and Elections (Wales) Act 2021 will provide assurance to the public that the Council acts in accordance with the law and its obligations

6.3 *Involvement (consultation, engagement, participation)*
These changes are mandated in law and require no consultations to be conducted by the Council.

6.4 *Thinking for the Long term (forward planning)*
n/a

6.5 *Preventative focus*
n/a

6.6 *Collaboration / partnership working*
n/a

6.7 *Integration (across service areas)*
n/a

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

7. **Monitoring Arrangements**

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

Compliance with the legislation will be monitored throughout 2021/22 to ensure that the Council is ready and implements the changes required both immediately and by May 2022.

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Agenda Item 14

Executive Committee and Council only

Date signed off by the Monitoring Officer: 13.05.2021

Date signed off by the Section 151 Officer: 17.05.2021

Committee: Annual Council

Date of Meeting: 27th May, 2021

Report Subject: Annual Cycle of Meetings 2021/2022

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

Report Submitted by: Gemma Wasley, Service Manager Performance and
Democratic
Elizabeth Thomas, Scrutiny and Democratic 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)
	06.05.21						27.05.21	

1. **Purpose of the Report**
 - 1.1 To present the Annual Cycle of Committee meetings for 2021/22 and a decision-making process which, if required, would take place during the proposed August recess.
2. **Scope and Background**
 - 2.1 The report presents the Annual Cycle of Committee meetings for 2021/22 for Members' consideration. As part of the cycle a proposed recess is included which would cover the period 1st - 31st August 2021 inclusive, and the report details a process for decision-making to ensure that urgent matters can be dealt with during the proposed recess period should it be adopted.
 - 2.2 The agreement of the Annual Cycle of formal meetings forms part of the overall governance arrangements for the Council and supports the democratic process.
 - 2.3 The proposed cycle of meetings is attached at Appendix 1 for consideration.
 - 2.4 Reflecting previous cycles:
 - efforts have been made to align specific committees to specific days;
 - consideration has been given to the preferred times of meetings; and
 - where possible, meetings have not been included within the school holidays.
 - 2.5 The Council's new operating model and agile working policy will also support the new arrangements, for holding hybrid meetings, whereby members and officers will be able to attend meetings from either the meeting room or remotely. This is also in line with the statutory requirements as part of the Local Government and Elections Act, whereby remote access to meetings must be provided.
 - 2.6 Flexibility is to be expected in the implementation of the cycle, including the relevant Chair considering the business to be undertaken and responding accordingly.

3. **Options for Recommendation**

3.1 **Option One**

That Council:

- (i) Approve the proposed annual cycle of meetings attached at Appendix 1;
- (ii) Approve the following decision making process to deal with any urgent business during the August recess:
 - a. the Leader and Deputy Leader in conjunction with appropriate Executive Members and Officers deal with any urgent items from 1st - 31st August 2021 (i.e. a Special Meeting of the Executive would be convened at short notice recognising that the matter was urgent and the call-in procedure would apply). The Managing Director / Head of Paid Service in conjunction with the Leadership would determine if a matter was urgent; and
 - b. decisions should be limited to urgent matters and recorded on a decision schedule presented to the next Ordinary Meeting of the Council. No controversial or sensitive matters should be dealt with during this period.

Option Two

That Council:

- (i) Consider and make amendments to the proposed annual cycle of meetings attached at Appendix 1, prior to approval; and
- (ii) Approve the decision making process for urgent business in the August recess as set out in option one.

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

The report supports the Corporate Plan's priority 'An ambitious and innovative council delivering the quality services we know matter to our communities'. It also supports the requirements under the Well-being of Future Generations Act.

5. **Implications Against Each Option**

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

There are no costs related to the establishment of the cycle of meetings.

5.2 ***Risk including Mitigating Actions***

There is a risk to organisational reputation and the decision-making process should the cycle of meetings not be approved.

5.3 ***Legal***

Guidance is sought and provided by the Monitoring Officer when developing the Annual Cycle of meetings, as necessary.

5.4 ***Human Resources***

There are no staffing implications associated with the proposals in the report.

6. **Supporting Evidence**

6.1 ***Performance Information and Data***

Monitoring of each committee is undertaken by the Performance and Democratic Team and is used as an evidence base for making suggested amendments to future committee cycles.

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

The Cycle of Meetings, when published, will enable the members of public to be aware of the schedule of meetings, to become involved in the democratic process.

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

The proposed Annual Cycle of Meetings has been developed in consultation with Elected Members and officers.

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

The Annual Cycle of Meetings supports the decision making process of the Council to deliver its business.

6.5 ***Preventative focus***

The Cycle of Meetings has been drafted to reflect organisational business with an aim to reduce the need to arrange ad hoc special meetings, unless this is required for urgent business.

6.6 ***Collaboration / partnership working***

The range of meetings in the cycle covers the spectrum of Council business various elements of which are done in collaboration both internally and externally.

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

The range of meetings in the cycle covers the spectrum of Council business.

6.8 ***EqlA***

There are no negative impacts on the protected characteristics associated with this report.

7. **Monitoring Arrangements**

7.1 The cycle of meetings is regularly monitored by the Performance and Democratic Team.

Background Documents /Electronic Links

- *Appendix 1 – Annual Cycle of Meetings 2021/22*
- *Appendix 2 – Recess Decision Making Process*

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JUNE 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 <i>HALF TERM</i>	2 <i>HALF TERM</i>	3 <i>HALF TERM</i>	4 <i>HALF TERM</i>
7 Community Services Scrutiny Committee	8	9	10	11 Planning, Regulatory and General Licensing Committee
14 Planning, Regulatory and General Licensing (<i>General Licensing Matters</i>)	15	16 Executive Committee	17	18
21	22 Education and Learning Scrutiny Committee	23	24	25 Corporate Overview Scrutiny Committee
28	29 Governance and Audit Committee	30 Regeneration Scrutiny Committee		

JULY 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
5	6	7	8 Planning, Regulatory and General Licensing Committee	9
12 Planning, Regulatory and General Licensing (<i>General Licensing Matters</i>)	13	14 Joint Education and Learning and Social Services (Safeguarding) Scrutiny Committee	15	16 PSB Scrutiny Committee
19 Community Services Scrutiny Committee	20	21 Executive Committee	22 Social Services Scrutiny Committee	23
26 Joint Budget Scrutiny Committee	27	28	29 Council	30

AUGUST 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 SUMMER BREAK	2 Planning, Regulatory and General Licensing Committee	3
6	7 Education and Learning Scrutiny Committee	8	9	10 Corporate Overview Scrutiny Committee
13 Planning, Regulatory and General Licensing (<i>General Licensing Matters</i>)	14 Governance and Audit Committee	15 Regeneration Scrutiny Committee	16	17
20	21	22 Executive Committee	23	24
27 Joint Budget Scrutiny Committee	28	29	30 Council	

OCTOBER 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 PSB Scrutiny Committee
4 Community Services Scrutiny Committee	5	6	7 Social Services Scrutiny Committee	8
11	12	13	14 Planning, Regulatory and General Licensing Committee	15
18 Planning, Regulatory and General Licensing (General Licensing Matters)	19 Education and Learning Scrutiny Committee`	20	21	22 Corporate Overview Scrutiny Committee
25 HALF TERM BREAK	26 HALF TERM BREAK	27 HALF TERM BREAK	28 HALF TERM BREAK	29 HALF TERM BREAK

NOVEMBER 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	2 Governance and Audit Committee	3 Regeneration Scrutiny Committee	4 Planning, Regulatory and General Licensing Committee	5
8 Planning, Regulatory and General Licensing <i>(General Licensing Matters)</i>	9	10 Executive Committee	11	12
15 Community Services Scrutiny Committee	16	17	18 Social Services Scrutiny Committee	19
22 Joint Budget Scrutiny Committee	23	24	25 Council	26
29	30 Education and Learning Scrutiny Committee			

DECEMBER 2021

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2 Planning, Regulatory and General Licensing Committee	3 Corporate Overview Scrutiny Committee
6	7 Governance and Audit Committee	8 Regeneration Scrutiny Committee	9	10 Joint Education and Learning and Social Services (Safeguarding) Scrutiny Committee
13 Planning, Regulatory and General Licensing (General Licensing Matters)	14	15 Executive Committee	16	17
20 SCHOOL CHRISTMAS BREAK	21 SCHOOL CHRISTMAS BREAK	22 SCHOOL CHRISTMAS BREAK	23 SCHOOL CHRISTMAS BREAK	24 SCHOOL CHRISTMAS BREAK
27 CHRISTMAS BREAK	28 CHRISTMAS BREAK	29 CHRISTMAS BREAK	30 CHRISTMAS BREAK	31 CHRISTMAS BREAK

JANUARY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3 CHRISTMAS BREAK	4	5	6 Planning, Regulatory and General Licensing Committee	7
10	11	12	13	14
17 Community Services Scrutiny Committee	18	19 Executive Committee	20 Social Services Scrutiny Committee	21
24 Planning, Regulatory and General Licensing (<i>General Licensing Matters</i>)	25 Governance and Audit Committee	26	27 Council	28
31 Special Joint Budget Scrutiny Committee (Revenue Budget Proposals)				

FEBRUARY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 Education and Learning Scrutiny Committee	2 Special Executive Committee (Revenue Budget Proposals)	3 Planning, Regulatory and General Licensing Committee	4 Corporate Overview Scrutiny Committee
7	8	9 Regeneration Scrutiny Committee	10	11
14 Planning, Regulatory and General Licensing (General Licensing Matters)	15	16	17 Special Council (Revenue Budget Proposals)	18
21 HALF TERM BREAK	22 HALF TERM BREAK	23 HALF TERM BREAK	24 HALF TERM BREAK	25 HALF TERM BREAK
28 Community Services Scrutiny Committee				

MARCH 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1 Governance and Audit Committee	2 Executive Committee	3 Social Services Scrutiny Committee	4
7 Joint Budget Scrutiny Committee	8	9 Democratic Services Committee	10 Planning, Regulatory and General Licensing Committee	11
14	15 Education and Learning Scrutiny Committee	16	17	18 Corporate Overview Scrutiny Committee
21 Planning, Regulatory and General Licensing (General Licensing Matters)	22	23 Regeneration Scrutiny Committee	24	25 Joint Education and Learning and Social Services (Safeguarding) Scrutiny Committee
28	29	30	31 Council	

APRIL 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1
4 Community Services Scrutiny Committee	5 Governance and Audit Committee	6	7 Social Services Scrutiny Committee	8
11 <i>EASTER BREAK</i>	12 <i>EASTER BREAK</i>	13 <i>EASTER BREAK</i>	14 <i>EASTER BREAK</i>	15 <i>GOOD FRIDAY</i>
18 <i>EASTER MONDAY</i>	19 <i>EASTER BREAK</i>	20 <i>EASTER BREAK</i>	21 <i>EASTER BREAK</i>	22 <i>EASTER BREAK</i>
25	26 Education and Learning Scrutiny Committee	27 Executive Committee	28	29 Corporate Overview Scrutiny Committee

MAY 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 BANK HOLIDAY	3	4 Regeneration Scrutiny Committee	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26 Council Annual General Meeting	27
30	31			

15.5 Urgent Decisions Outside the Budget or Policy Framework

- 15.5.1 The Executive, a Committee of the Executive or Officers or joint arrangements discharging Executive functions may take a decision which is contrary to the Council's Policy Framework or contrary to or not wholly in accordance with the budget approved by Full Council if the decision is a matter of urgency. However, the decision may only be taken:
- (a) if it is not practical to convene a quorate meeting of the Full Council; and
 - (b) if the Chair of the relevant Overview and Scrutiny Committee agrees that the decision is a matter of urgency.
- 15.5.2 The reasons why it is not practical to convene a quorate meeting of Full Council and the Chair of the relevant Overview and Scrutiny Committee's consent to the decision being taken as a matter of urgency must be noted on the record of the decision. In the absence of the Chair of the relevant Overview and Scrutiny Committee the consent of the Council Chairperson and in the absence of both the Deputy Council Chairperson of the Council will be sufficient.
- 15.5.3 Following the decision, the decision taker will provide a full report to the next available Council meeting explaining the decision, the reasons for it and why the decision was treated as a matter of urgency.

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Agenda Item 15

Council only

Date signed off by the Monitoring Officer: N/A

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

Committee: Annual Council

Date of Meeting: 27th May, 2021

Report Subject: Memberships Report

Portfolio Holder: Councillor N. Daniels – Leader/
Executive Member – Corporate Services

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)
							27/05/21	

1. Purpose of the Report

- 1.1 To present a list of Memberships for consideration and determination by Members of the Council.

2. Scope

2.1 ADVISORY PANEL FOR LOCAL AUTHORITY GOVERNORS

To ratify the following appointments made at the panel meeting held on 13th April, 2021:-

Blaen-y-Cwm Primary School – Councillor Lyn Elias

River Centre - Richard Crook

3. Options for Recommendation

- 3.1 To consider the above.

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