



RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL
COUNCIL

23rd September 2020

COUNCIL WORK PROGRAMME: 2020-2021 MUNICIPAL YEAR

REPORT OF THE SERVICE DIRECTOR, DEMOCRATIC SERVICES & COMMUNICATION.

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1. PURPOSE OF THE REPORT

- 1.1 To present, for Members' comment and approval, a draft Work Programme on the proposed list of matters requiring consideration by Council over the 2020-2021 Municipal Year.

2. RECOMMENDATIONS

It is recommended that Members:

- 2.1 Note and comment on the draft Work Programme attached as Appendix 1 to the report; and
- 2.2 Subject to Members' comments, approve the Work Programme for the 2020-2021 Municipal Year (with appropriate amendments where necessary) and thereafter receive further updates from the Service Director Democratic Services & Communication as appropriate.

3. REASONS FOR RECOMMENDATIONS

- 3.1 As agreed at the Council AGM on the 23rd May, 2018, a Council Committee Work programme should be provided for Members to assist them in forward planning and to advise other business functions of the Council
- 3.2 The Work Programme will also be made available in a central location on the Council website to improve transparency and public engagement.

4. COUNCIL REPORTS

- 4.1 The proposed Work Programme is a rolling work programme for the 2020-21 Municipal Year, which would be reported to Council at regular intervals to allow for additional updates and amendments.
- 4.2 In accordance with Rule 12.2 of the Access to Information Procedure Rules (Part 4 of the Council's Constitution) the Work Programme will

contain information in respect of the timetable for considering the budget and any plans forming part of the policy framework and requiring Council approval.

- 4.3 During the period outlined, the Work Programme may be subject to further change to take into account any additional/deleted reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention. Such changes to business will be undertaken by the Head of Democratic Services in consultation with the Presiding Member. Where possible, Groups Leaders will be informed of changes and additions throughout the municipal year.
- 4.4 The Work Programme will also assist Members if any items have been referred to a Committee or service area for consideration / action and relevant updates are required by Council (e.g. Action required in respect of a Notice of Motion considered by Council).
- 4.5 A draft Work Programme is attached as Appendix 1 to this report for Members' comment.
- 4.6 Subject to agreement, a link to the agreed work programme will be added to every Council meeting agenda for Members' information, to allow Members to be kept updated on any amendments to the programme going forward.

5. CONSULTATION / INVOLVEMENT

- 5.1 The Work Programme has been compiled by members of the Senior Leadership Team in discussion with the Presiding Officer.

6. EQUALITY AND DIVERSITY IMPLICATIONS

- 6.1 An Equality Impact Assessment is not needed because the contents of the report are for information purposes only.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no financial implications aligned to this report.

8. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED

- 8.1 The report has been prepared in accordance with Rule 12.1 of the Access to Information Procedure Rules (found in Part 4 of the Council's Constitution).

9. LINKS TO THE COUNCILS CORPORATE PLAN / OTHER CORPORATE PRIORITIES.

- 9.1 The Council Work Programme encompasses all of the Council priorities as it references reports coming forward across the Directorates which may

impact upon the Council's corporate priorities. It also embraces the Future Generations Act as all future decisions taken by Council seek to improve the social, economic, environmental and cultural well-being of the County Borough.

10. CONCLUSION

- 10.1 The development of a Council Work Programme for the 2020-21 Municipal Year will assist in transparency for both Members and for public engagement.

Other Information:-

Relevant Scrutiny Committee – Overview & Scrutiny Committee

LOCAL GOVERNMENT ACT 1972

AS AMENDED BY

THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

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Item: COUNCIL WORK PROGRAMME: 2020- 2021 MUNICIPAL YEAR.

Background Papers

- Rule 12.1 and 12.2 of the Access to Information Procedure Rules (Found in Part 4 of the Council's Constitution.)
- [Council AGM – 23rd May, 2018.](#)



Council Work Programme.

Forward plan of proposed Council Business for the Specific Period: -September 2020 – April 2021.

(Summary of proposed Key Decisions coming forward for Members consideration.)

N.B – The work programme is subject to change to take account of any additional / deletion of reports, including any new consultative documents or legislative initiatives from the Welsh Government, which require urgent attention.

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Key Decision Report	Brief Outline	Responsible Officer/Member	Open / Exempt	Consultation undertaken prior to Decision being made?
SEPTEMBER 23.09.20				
Council Work Programme	To receive the Draft Council Work Programme for the 2020/21 Municipal Year.	Service Director, Democratic Services & Communication	Open	
Update from the Leader of the Council & Chief Executive in respect of the Coronavirus in Rhondda Cynon Taf	To receive a position statement in respect of the Coronavirus in the County Borough	Leader of the Council & Chief Executive		
OCTOBER 07.10.20				
Flooding Report & Presentation	To provide the opportunity for members to review the impact of flooding locally in RCT in early 2020	Leader of the Council/Chief Executive/Group Director, Prosperity, Development & Frontline Services	Open	
Democratic Services Committee Annual report 2019/20	To receive the Democratic Services Committee Annual report 2019/20	Service Director, Democratic Services & Communication	Open	Democratic Services Committee

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Standards Committee Annual Report 2019/20	To receive the Standards Committee Annual report 2019/20	Director of Legal Services	Open	
OCTOBER 21.10.20				
Medium Term Financial Plan Update	To provide Members with an update on the Medium Term Financial Plan for 2020/21 – 2023/24 (mid-year budget review)	Director of Finance & Digital Services.	Open	Cabinet
Council Tax Discount	To receive the report providing Members with proposals in respect of Council Tax discount.	Director of Finance & Digital Services.	Open	
Council Investment Priorities	To consider any potential investment opportunities.	Director of Finance & Digital Services.	Open	Cabinet
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period July-September 2020.	Service Director, Democratic Services & Communication	Open	Cabinet
Council's Corporate Performance Report	To provide Members with the Council's Corporate Performance Report.	Chief Executive	Open	Cabinet
Access & Engagement Improvements to the Council Chamber	To provide Members with an update in respect of the introduction arrangements to enable the broadcasting of committee meetings and access and accessibility improvements to the Chamber.	Service Director, Democratic Services & Communication	Open	Democratic Services Committee

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
NOVEMBER 25.11.20				
Leaders Annual Debate	To receive & participate in the Leaders Annual Debate.	Leader of the Council	Open	
Audit Of Financial Statements -Rhondda Cynon Taf CBC And Rhondda Cynon Taf Pension Fund	To receive a presentation/ update from Audit Wales and a report from the Director of Finance & Digital Services in respect of the audit of the Council's Financial Statements.	External Auditor Director of Finance & Digital Services	Open	
2020/21 Mid-Year Treasury Management Stewardship Report	To provide Members with information on: <ul style="list-style-type: none"> • The Council's Treasury Management activity during the first 6 months of 2020/21; and • Prudential and Treasury Indicators for the same period. 	Director of Finance & Digital Services.	Open	
DECEMBER 16.12.20				
Council Revenue Budget - Provisional Local Government Settlement	This report provides Members with information in respect of the 2021/22 Provisional Local Government Settlement.	Director of Finance & Digital Services.	Open	The Finance and Performance Scrutiny Committee, in line with its Terms of Reference, is a consultee as part of the Council's overall consultation arrangements.

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Invitation to the Cwm Taf Morgannwg University Health Board	To receive representatives from the Cwm Taf Morgannwg University Health Board.	Cwm Taf UHB	Open	
JANUARY 20.01.21				
Council Tax Reduction Scheme	The need to consider whether to revise or replace the Council's existing Council Tax Reduction Scheme and the requirement to adopt a scheme by 31 st January 2021.	Director of Finance & Digital Services.	Open	
Welsh Church Act Annual Report	To approve the Statement of Accounts for the Welsh Church Act Fund for the financial year ended 31 st March 2020, as statutory required.	Director of Finance & Digital Services.	Open	
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period October - December 2020.	Service Director, Democratic Services & Communication	Open	
Audit Wales Annual Improvement Report	To receive the External Auditor's report.	External Auditors report	Open	
FEBRUARY 10.02.21				

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
The Council's Pay Policy Statement	To provide Members with information in respect of the Council's 2021/22 Pay Policy Statement.	Director of Human Resources Director of Legal Services	Open	
Recommendations from the Corporate Governance & Constitution Committee	To receive the recommendations to have arisen from the Council's Corporate Governance & Constitution Committee	Service Director, Democratic Services & Communication	Open	
Local Government & Elections (Wales) Bill	To receive a report on the 'Local Government & Elections (Wales) Bill'	Director of Legal Services	Open	Overview & Scrutiny Committee
MARCH 10.03.21				
Revenue Budget Strategy	To provide information to Members in respect of the Council's Revenue Budget, together with the level of Council Tax, for the year ending 31 st March 2022.	Director of Finance & Digital Services.	Open	Finance and Performance Scrutiny Cabinet
Council Tax Resolution	To provide Members with the details of the calculation of the Authority's Council Tax for the financial year ending 31 st March 2022 prior to passing the necessary statutory resolutions.	Director of Finance & Digital Services.	Open	Cabinet
Capital Programme	To set out the Council's proposed Capital Programme for 2021-22 to 2023-24, following confirmation of the local government settlement for 2021/22.	Director of Finance & Digital Services.	Open	Cabinet

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Treasury Management Strategy	To provide Members with information in respect of the Treasury Management Strategy, Incorporating Investment Strategy, Treasury Management Indicators and Minimum Revenue Provision Statement for 2021/22.	Director of Finance & Digital Services.	Open	
Capital Strategy Report	To receive the Capital Strategy 2021/22 incorporating prudential indicators.	Director of Finance & Digital Services.	Open	
APRIL 28.04.21				
Urgent Executive Decisions	To present, for Members' information an overview of the Urgent Decisions taken forward by the Cabinet Committee and the Urgent Key Officer Delegated Decisions taken forward outside of the Cabinet Committee during the period January - March 2021.	Service Director, Democratic Services & Communication	Open	Cabinet
MISCELLANEOUS (the following items to be considered as and when appropriate / necessary during the Municipal Year)				
Council's Updates to COVID-19	To receive updates in respect of the action taken By the Council as a result of the COVID 19 national Emergency as appropriate	Leader of the Council/Chief Executive	Open	

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Changes to Committee Membership	To consider the changes to Committee Memberships as advised.	Service Director, Democratic Services & Communication	Open	
Welsh Government Consultations	To consider the Council's response to relevant Welsh Government Consultations.	Director of Legal Services ; Service Director, Democratic Services & Communication	Open	
Climate Change	To receive an update from the Climate Champion Member and Officer in respect of the work of the Climate Control Steering Group and related plan.		Open	Climate Change Steering Group
Public Questions & Presentations	To receive public questions & presentations.	Service Director, Democratic Services & Communication		
Audit Wales Reports	To consider reports brought forward by Audit Wales.	As applicable		
Freedom of the Borough	To award the Freedom of the Borough following endorsement of the FOB Working Group recommendations.	Service Director, Democratic Services & Communication	Open	Freedom of the Borough Working Group.
Notices of Motion	To consider Notices of Motions / Amendments to the Motion as received and in accordance with the Council Constitution. To receive updates in respect of Notices of Motion as appropriate.	Service Director, Democratic Services & Communication	Open	

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
Members Questions	To consider the Questions put to Members as received and in accordance with the Council's Constitution.	Service Director, Democratic Services & Communication	Open	
Cardiff Capital Region City Deal	To provide Members with updates / information in respect of the Cardiff Capital Region City Deal.	Chief Executive		
Scrutiny Working Groups	To receive details of Scrutiny Working Group reviews undertaken.	Service Director, Democratic Services & Communication	Open	
Council Work Programme	To receive updates on the 2020/21 Council Work Programme.	Service Director, Democratic Services & Communication	Open	

Key Decision	Brief Outline	Responsible Officer	Open / Exempt Report	Consultation undertaken prior to Decision being made?
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