

Public Document Pack



Cyngor Sir
CEREDIGION
County Council

Neuadd Cyngor Ceredigion, Penmorfa,
Aberaeron, Ceredigion SA46 0PA
www.ceredigion.gov.uk

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5 December 2024

Dear Sir / Madam

I write to inform you that a MEETING of COUNCIL will be held at NEUADD CYNGOR CEREDIGION, PENMORFA, ABERAERON AND REMOTELY VIA VIDEO CONFERENCE on Thursday, 12 December 2024 at 10.00 am for the transaction of the following business:

- 1. Apologies**
- 2. Disclosure of personal / prejudicial interests**
- 3. Chair Announcements**
- 4. To confirm the Minutes of the Meetings of the Council held on 28 November 2024 (Pages 5 - 10)**
- 5. Presentation by the Mid and West Wales Fire and Rescue Service**
- 6. To consider the following motion submitted under Rule 10.1 of the Council's Rules of Procedure**

Notice of Motion:

The Crown Estate owns 65% of Wales' riverbeds and beaches, as well as more than 50,000 acres of land – valued at over £603m. Proceeds from these go to the Crown Estate, funding the Royal Family and contributing to the UK Treasury.

The Crown Estate has recently reported an unprecedented profit, with a £658.1 million increase from last year – bringing the total net profit to £1.1 billion.

In 2023, the section of the Crown Estate devolved to the Scottish Government generated £103.6 million into the public coffers in Scotland.

A recent YouGov poll found that 58% of respondents supported devolving the Crown Estate to Wales.

As a result, Ceredigion County Council declares that we believe that the responsibility for the Crown Estate should be devolved to the Welsh Government. Any profits generated by the Crown Estate on Welsh land, foreshores and riverbeds should remain in Wales, benefiting our residents and communities.

Responsibility for the Crown Estate is already devolved to the Scottish Government, and the same must happen in Wales to ensure that profits from our natural resources are invested for the benefit of the Welsh people.

The Council notes the serious financial pressures facing this Authority, as with other authorities across Wales, and highlights that devolution of the Crown Estate could bring an estimated £50m a year to Wales.

We therefore call for the Crown Estate to be devolved to the Welsh Government, in line with Scotland, so that WE in Wales - and, in turn, those of us in Ceredigion - can benefit from our natural resources.

We call on the First Minister of Wales to put pressure on the UK Prime Minister to devolve the Crown Estate to Wales **as a matter of urgency**.

We call on the UK Prime Minister to take immediate action to devolve the Crown Estate to Wales.

Proposer: Catrin M S Davies

Seconder: Alun Williams

7. **To consider the report of the Corporate Lead Officer: Porth Cynnal upon the Corporate Parenting Charter (Pages 11 - 42)**
8. **To consider the report of the Corporate Lead Officer: Legal and Governance in relation to changes to the Council's Constitution (Pages 43 - 160)**

Members are reminded to sign the Attendance Register.

A Translation Service will be provided at this meeting and those present are welcome to speak in Welsh or English at the meeting.

Yours faithfully



Miss Lowri Edwards
Corporate Lead Officer: Democratic Services

To: Chairman and Members of Council

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**Minutes of the Meeting of CEREDIGION COUNTY COUNCIL held at Neuadd
Cyngor Ceredigion, Penmorfa, Aberaeron and remotely via video conferencing
on Thursday, 28th November, 2024**

PRESENT: Councillor Keith Evans (Chair), Councillors Shelley Childs, Bryan Davies, Clive Davies, Euros Davies, Gareth Davies, Gethin Davies, Marc Davies, Meirion Davies, Rhodri Davies, Amada Edwards, David Raymond Evans, Elizabeth Evans, Eryl Evans, Gwyn Wigley Evans, Rhodri Evans, Wyn Evans, Hugh R M Hughes, Chris James, Gwyn James, Maldwyn Lewis, Gareth Lloyd, Ann Bowen Morgan, John Roberts, Mark Strong, Wyn Thomas, Matthew Vaux, Carl Worrall and Gareth Lewis.

(2.00pm - 2.52pm)

Procedure

The Chairman of the Council, Councillor Keith Evans welcomed all to the meeting and confirmed that the meeting was being webcasted.

1 Apologies

Councillors Catrin M S Davies, Ifan Davies, Keith Henson, Carol Roberts and Alun Williams apologised for their inability to attend the meeting due to other Council duties.

Councillor Ceris Jones apologised for her inability to attend the meeting. James Starbuck, Corporate Director apologised for his inability to attend the meeting.

2 Disclosure of personal / prejudicial interests

There were no disclosures of interest.

3 Chair Announcements

Councillor Keith Evans thanked Council staff, emergency services, Members and volunteers in responding to the recent storm.

He congratulated Cylch Meithrin Pont Steffan following its official opening on 9 October.

He also thanked all those involved with Ceredigion's sponsorship of the Royal Welsh Agricultural Show during 2024, congratulating the following winners in the recent Winter Fair:

- a) Myrddin James and family from Llangeitho on winning the championship and the reserve prize for best pig, and best pair;
- b) Gwyn and Linda Davies from Llanddewi Brefi on reaching the finals in four of the North Country Cheviot sheep categories;
- c) Beryl Evans from Llangeitho on her success in the crafts section;
- d) Rebecca James, Chair of Llanddewi YFC, on winning the overall pig producer category;
- e) Alaw Freeman, on winning the Llanwennog sheep.young handler's category.

4 Declaration of Acceptance of Office and an Undertaking to comply with the Code of Conduct by Councillor Gareth Lewis

Elin Prysor, Monitoring Officer addressed the Council on the statutory requirement for all Members to make a Declaration of Acceptance and an undertaking to comply with the Code of Conduct, confirming that Councillor Gareth Lewis in making his statutory Declaration of Acceptance of Office had received comprehensive training on the Council's Code of Conduct on 21st October 2024. This is in order for him to perform his functions with an understanding of the Principles of Public Life, his duties and responsibilities under the Code, and also the consequences for failing to do so. Councillor Gareth Lewis verbally accepted his Declaration of Acceptance of Office and the undertaking to comply with the Code of Conduct which had been previously been signed by him and countersigned by the Proper Officer.

5 To confirm the Minutes of the Meetings of the Council held on 24 October 2024 and 14 November 2024

It was **RESOLVED** to confirm as a true record the Minutes of the Council meeting held on 24 October 2024, and 14 November 2024.

Matters arising

Councillor Gareth Davies asked if a response had been received from the UK Government in relation to the Notice of Motion presented at the meeting dated 24 October 2024. It was confirmed that no response had been received to date.

6 To consider the Annual Governance Statement 2023-24

Councillor Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection presented the report to Council noting that the Accounts and Audit (Wales) Regulations 2014 requires local authorities to conduct at least annually a review of the effectiveness of their governance framework including their systems of internal control, which must be documented in an Annual Governance Statement and published as part of the Council's Annual Statement of Accounts.

He noted that the Annual Governance Statement had been considered by the Governance and Audit Committee at its meeting held earlier today, and that there were no comments forthcoming.

Following a vote, it was unanimously **RESOLVED** to approve the Annual Governance Statement 2023-24.

7a To receive the Audit of Accounts Report of Audit Wales on the 2023-24 Statement of Accounts

Jason Blewitt of Audit Wales presented the report in respect of the Council's Statement of Accounts for 2023/24, noting that the audit is now complete and it is their intention to issue an unqualified audit opinion on the year's account following Council's decision, and on receipt of the letter of representation.

He noted that the accounts had been submitted by Ceredigion County Council in accordance with the deadline set, which has not been achieved by all Councils, and that there are no uncorrected errors as any misstatements

had been amended during the review and they have no overall effect on the final statement. He also made reference to accounting adjustments relating to pensions resulting from revised guidance issued after the accounts had been produced which affect a number of other Local Authorities and the inclusion of Hafan y Waun on the asset register.

He confirmed that there were no significant issues, however he did note that Audit Wales' report had highlighted some matters in relation to quality assurance and audit trail in relation to the Asset Valuations area of the accounts, acknowledging that there were a large number of asset records.

7b The Chairman of the Governance and Audit Committee to formally present that Committee's comments on the report

Councillor Elizabeth Evans, Member of the Governance and Audit Committee presented feedback on behalf of the Chair of the Governance and Audit Committee, as neither the Chair or the Vice-Chair were able to attend the meeting due to prior commitments.

She noted that a detailed overview had been presented to the Governance and Audit Committee, with an opportunity to review and discuss the audit of accounts, and that the Committee were pleased to receive an unqualified report from Audit Wales. She also noted that the accounts had been submitted and audited earlier than that of the previous year and congratulated the Chief Finance Officer and his staff for the excellent progress made, noting the excellent relationship, open dialogue and engagement with Audit Wales.

7c To approve the 2023-24 Statement of Accounts

Councillor Gareth Davies, Cabinet Member for Finance and Procurement Services presented the report to Council noting that he was pleased to receive an unqualified report, and that the accounts had been submitted to Audit Wales on 28 June 2024. He thanked the Section 151 Officer and his team for their work.

He noted that he was also pleased to confirm that the overspend at the end of the year was reduced significantly from the projected figure of £2.9m at the end of the first quarter to £10k by the end of the financial year and thanked the Leadership Group and Officers for their hard work in achieving these savings.

He also provided an overview of the situation in relation to the Council's General Balances and Reserves, and noted the significant capital projects being delivered including the Aberaeron coastal defence scheme and Ysgol Dyffryn Aeron.

He thanked Audit Wales for their unqualified report, noting that several Councils in Wales were failing to meet the deadline for submission of their accounts, and that it is of great acclaim that Ceredigion County Council has achieved this.

This was re-iterated by Councillors Rhodri Evans, Maldwyn Lewis, Bryan Davies, Wyn Thomas and Wyn Evans.

Members asked whether the savings made had impacted upon services provided to the residents, and for re-assurances that they would be involved in all future discussions relating to budget savings. The Leader of the Council, Councillor Bryan Davies confirmed that the budget workshops to Members will be addressing such matters.

Following discussion, it was unanimously **RESOLVED** to approve the Council's Statement of Accounts and the Harbour Statement of Accounts.

8 To receive the report of the Corporate Lead Officer: Policy, Performance and Public Protection upon the Annual Report of Compliments, Complaints and Freedom of Information

Councillor Bryan Davies, Leader and Cabinet Member for Democratic Services, Policy, Performance and People and Organisation presented the report and the Public Service Ombudsman for Wales' Annual Letter to Council noting that the report had been considered by the Corporate Resources Overview and Scrutiny Committee, the Governance and Audit Committee and by Cabinet.

He noted that the Council had received 300 compliments, 314 Freedom of Information Requests and 228 complaints, 84 of which had progressed to stage two.

9 To receive a report by the Corporate Lead Officer Schools and Lifelong Learning upon Local Authority representative on Governing Bodies

Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills presented the report to Council noting that Councillor Gareth Lewis has been nominated as Local Authority Governor at the request of Rhydypennau Community Primary School.

It was **RESOLVED** to confirm the nomination of Councillor Gareth Lewis as Local Authority Governor of Rhydypennau Community Primary School.

10 To appoint Members of Council to the Committees of the Council for the remainder of the municipal term

It was **RESOLVED** to confirm the Membership of the Council's Committees as presented at the meeting.

11 To confirm the following appointments

It was **RESOLVED** to appoint Members to the following roles:

Corporate Joint Committee: sub-Committee Governance and Audit

· Councillor Rhodri Evans to replace Councillor Gareth Lloyd

Constitution Cross Party Working Group

· Councillor John Roberts

Cross Party Boundary Review Group

· Councillor John Roberts

Council Tax Premium Second Homes and Long Terms Empty Homes
Working Group

· Councillor Raymond Evans

Mid Wales Joint Scrutiny Committee for Health and Care

· Councillor Sian Maehrlein

Aberystwyth-Shrewsbury Railway Line Liaison Committee

· Councillor Gareth Lewis

Fostering Panel

· Councillor Amanda Edwards to replace Councillor Alun Williams

National Adoption Service Joint Committee (substitute member)

· Councillor Amanda Edwards

Confirmed at the Meeting of the Council held on 12 December 2024

CHAIRMAN: _____

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CYNGOR SIR CEREDIGION COUNTY COUNCIL

Report to: Council

Date of meeting: 12 December 2024

Title: Corporate Parenting Charter

Purpose of the report: The purpose of this report is to obtain Council's agreement to progress the adoption of the Corporate Parenting Charter through the governance journey.

For: Decision

Cabinet Portfolio and Cabinet Member:
Councillor Alun Williams, Deputy Leader of the Council and Cabinet Member for Through Age and Wellbeing

Introduction

Corporate parenting describes the collective responsibility of all local authority officers, commissioners and Elected Members to safeguard and promote the rights and life chances of children and young people looked after.

However, supporting children looked after, sometimes referred to as care-experienced children and young people, through their childhoods and as they leave care should be the responsibility of all public sector bodies.

The Local Authority is always the lead corporate parent and is expected to wholeheartedly promote and champion the rights of these children and young people.

The Ceredigion Corporate Parenting Group has agreed to formally adopt the Corporate Parenting Charter at the last meeting which took place on 15 October 2024. The Charter was subsequently recommended by Cabinet for approval by Council during its meeting held on 3 December 2024.

The Charter has eleven key principles that set out the principles that promote the following for children looked after to receive. In summary these include:

- Equality
- Stable lives and placements
- Lives free from stigma
- Support good education, employment and training
- Promote ambition to achieve
- Lifelong wellbeing
- Develop effective services to meet the needs of this group of children and young people with their participation wherever possible
- Contribute to society in a meaningful way

Current Situation

Ceredigion County Council is not currently signed up to the Corporate Parenting Charter.

The full details of the Corporate Parenting Charter are set out in the accompanying documents:

Corporate Parenting Charter – A Promise from Wales (Appendix 1)
The Principles of Corporate Parenting (Appendix 2)

Wellbeing of Future Generations:

Has an Integrated Impact Assessment been completed? If not, please state why.

Yes – see appendix 3.

Summary of Integrated Impact Assessment:

Long term:	No policy change
Collaboration:	No policy change
Involvement:	No policy change
Prevention:	No policy change
Integration:	No policy change

Recommendation(s):

That Council adopt the Corporate Parenting Charter.

Reasons for decision:

To ensure that all officers, commissioners, Elected Members and partners of the local authority understand their corporate parenting responsibilities. We want to deliver sensitive, high-quality services that promote fairness and equity for looked after children and care leavers. We want these children to have all the life opportunities we would have for our own children. This group of people need to grow up without stigma.

Overview and Scrutiny:

Healthier Communities Overview & Scrutiny Committee – 06.11.24

Policy Framework:

Care Planning, Placement and Care Review (Wales) Regulations 2015 (Children looked after)

Corporate Well-being Objectives:

Creating caring and healthy communities

Finance and Procurement implications:

N/A

Legal Implications:

Social Services and Wellbeing (Wales) Act 2014

Staffing implications:

Raising awareness across the workforce

Property / asset implications:

N/A

Risk(s):

None identified

Statutory Powers:

Duty to be responsible corporate parents and raise awareness on this issue.

Background Papers:

First report on this matter.

Appendices:

Appendix 1- Corporate Parenting Charter – A Promise from Wales

Appendix 2- The Principles of Corporate Parenting

Appendix 3- Integrated Impact Assessment

Corporate Lead Officer:

Audrey Somerton-Edwards, Corporate Lead Officer: Porth Cynnal

Reporting Officer:

Audrey Somerton-Edwards, Corporate Lead Officer: Porth Cynnal

Date:

04.12.2024

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Llywodraeth Cymru
Welsh Government

Corporate Parenting Charter – A Promise from Wales

“A SHARED PARENTING PLEDGE”

gov.wales

What is Corporate Parenting?

- Corporate parenting promotes the collective responsibility of local authorities to safeguard and promote the rights and life chances of care-experienced children and young people. Children can find more information about their rights here: [Children’s Commissioner for Wales – UNCRC Childrens Rights](#).
- Supporting care-experienced children and young people through their childhoods and as they leave care should be the responsibility of all public sector bodies.
- We want these bodies to understand and develop their responsibilities towards care-experienced children and young people, and to ensure they have the same life chances as all children living in Wales.



Why a Charter? What’s it for?

- A Charter is a set of principles and promises. This Charter has been developed in collaboration with care-experienced young people.
- This Charter is a set of promises that can be adopted by any public sector body when engaging with care-experienced children and young people.
- It also sets out shared principles that all bodies and their leaders should follow when providing services to care-experienced children and young people.
- We want all public sector bodies and senior leaders to sign up to this Charter as a good Corporate Parent. This Charter is not exclusive to local authorities and public bodies, and we would welcome any members of the third sector and private sector to sign up and become a Corporate Parent.
- The development of this Charter takes into account the overarching duties laid out in Part 2, General Functions of the Social Services and Well-being (Wales) Act 2014. Specifically, that a person exercising functions in relation to an individual for example a looked after child must have regard to the characteristics, culture and beliefs of the individual (including, for example, language). www.law.gov.wales/social-services-and-well-being-wales-act-2014-further-legislation-codes-and-guidance-made-under-act
- The Social Services and Well-being (Wales) Act 2014, Part 6 Code of Practice (Looked After and Accommodated Children) will be revised to include additional guidance on the Charter. The updated Code of Practice will be published in 2024 and Charter will be reviewed as part of this process.

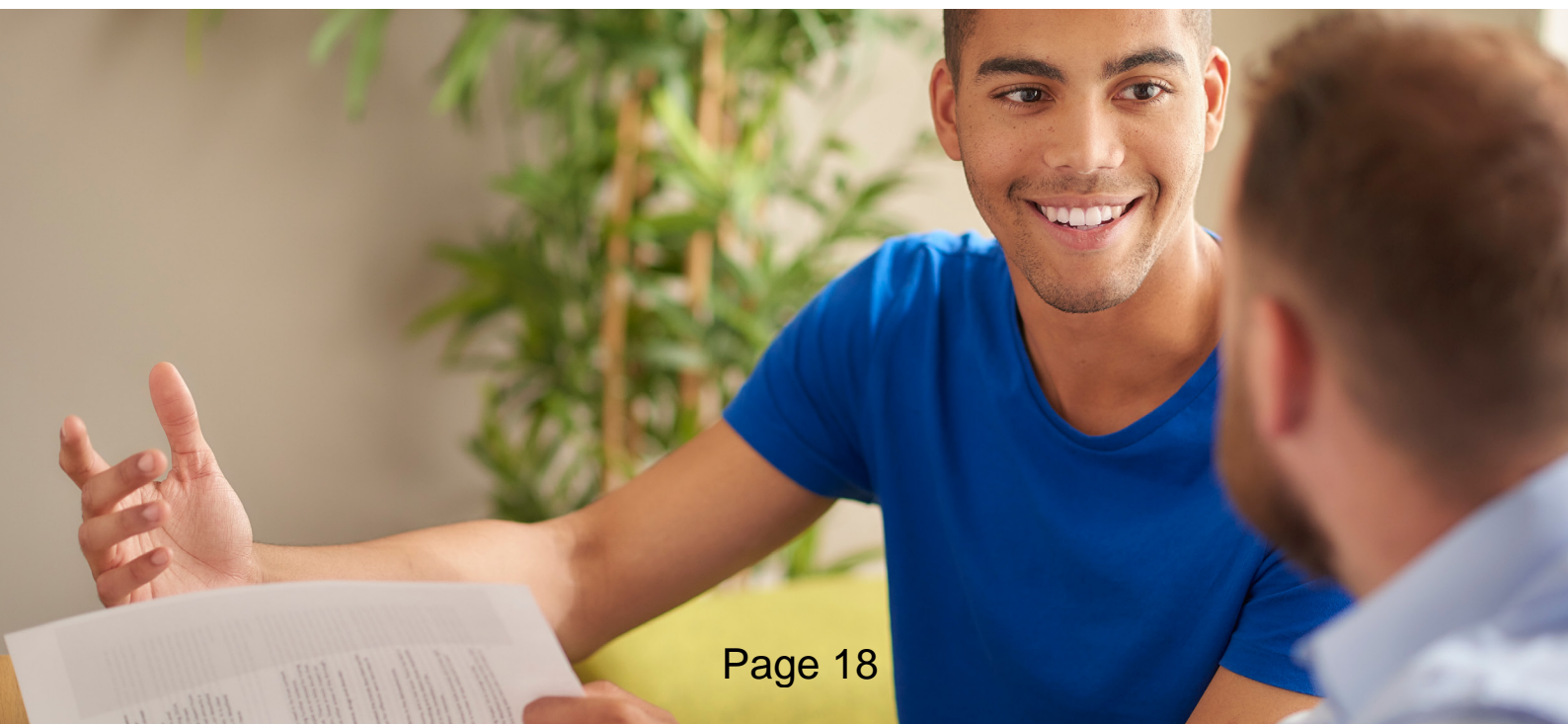
Which kind of public sector body, public service or professionals do we mean?

This charter is for any public sector body or individual who engages with or is responsible for care-experienced children and young people to adopt. For example:

- Politicians – Welsh Ministers, Members of the Senedd, (**United Nations Convention on the Rights of the Child, Article 4**).
- Independent Bodies – The Children’s Commissioner, The Future Generations Commissioner and The Welsh Language Commissioner.
- Local Authorities – councillors, chief executives, directors of social services, local authority commissioners and procurement teams, housing and education, Foster Wales and National Adoption Service.
- Local Health Boards.
- NHS Trusts.
- Regional Partnership Boards.
- Social Care Providers – Local authorities, residential children’s homes and independent foster agencies.
- Social Care Professionals and practitioners – social workers, Independent Reviewing Officers (IROs), personal advisers, youth and support workers, residential children’s home staff, foster carers, kinship carers and adoptive parents.
- Housing Providers – housing associations.
- Education – schools, governors, universities, colleges and Qualifications Wales.
- Transport for Wales.
- Third Sector Organisations and voluntary adoption agencies or services.
- Inspectorates – Care Inspectorate Wales (CIW), Estyn and Health Inspectorate Wales (HIW).
- Cafcass Cymru.
- Department for Work and Pensions.
- Police – youth justice teams and those supporting individuals in custody.
- Employers/Apprenticeship/Traineeship providers.
- Other public bodies: National Resources Wales, National Park Authorities, The Arts Council of Wales, Sport Wales, National Library of Wales and National Museum of Wales. (**As listed in Section 6 of the Wales Future Generations Act 2015**).

Shared Principles for Corporate Parents

- **Equality** – We will support care-experienced children and young people to have the same life chances as every other young person in Wales. This is because all children have rights, no matter who they are (Article 1. UNCRC)
- **Eradicate Stigma** – We will recognise care-experienced children and young people for who they are, not just by their experience of being in care. This is because all children have a right not to be discriminated against (Article 2)
- **Togetherness** – We will work alongside care-experienced children and young people to ensure their views, feelings and ideas are integral to, influence and inform the services they receive and the way they receive those services. This is because all children have a right to be listened to and taken seriously (Article 12).
- **Support** – We will ensure professionals working with care-experienced young people understand their care experiences children and young people’s needs and/or have access to information an training.
- **Ambition** – We will ensure every care-experienced child and young person reaches their potential and can enjoy a wide experience of leisure, cultural, sport and social activities. This is because all children have a right to be the best they can be (Article 3 and 29) and have the right to relax and play (Article 31).
- **Nurture** – We will make all care-experienced children and young people feel valued, respected, cared for and loved. This is because all children have a right to be safe and protected from harm (Article 19) and because all children who are not living with their families should be checked on regularly to make sure they are okay (Article 25).
- **Good Health** – We will provide support to access the right health care and advice needed to support the best physical, mental health and general well-being for all care-experienced children and young people. This is because all children have the right to the best possible health and support (Article 24 and 39).
- **A Stable Home** – We will seek out and provide stable places to live that are right for all care-experienced children and young people. This is because all children have a right to special protection if they don’t live with their family (Article 20). This is because any adoption must be overseen by Government to make it supports the young person in their growth and development, is lawful and that it prioritises children’s best interests (Article 21).



- **A Good Education** – We will provide opportunities and support for all care-experienced children and young people to learn/develop and help them become who they want to be. This is because all children have a right to an education (Article 28 and 29).
- **Thrive** – We will ensure all care-experienced children and young people are prepared for the future and are able to make positive choices for independent living and adulthood. This is because all children have a right to reach their potential (Article 3 and 29).
- **Lifelong** – We will work to provide access to and raise awareness of the support and information available after leaving care. This is because adults have a duty to act in children's best interests (Article 3).

Our Promises as Corporate Parents

Set out below are the promises all Corporate Parents should fulfil when working with care-experienced children and young people:

- We will take time to listen to all care-experienced children and young people and ensure their views, wishes and feelings are heard and actively considered in all decisions made about them.
- We will treat all care-experienced children and young people with respect.
- We will involve all care-experienced children and young people in decisions that are made about them.
- We will keep all care-experienced children and young people informed about our involvement with them and explain our actions to them.
- We will use straightforward language when we communicate with all care-experienced children and young people.
- We will show compassion when considering the needs of all care-experienced children and young people.
- We will work with all care-experienced children and young people to help them achieve their goals.
- We will advise all care-experienced children and young people of the process to make a complaint should they feel we are not adhering to this charter.
- We will advise all care-experienced children and young people that they have a right to access independent advocacy to make sure their views, wishes and feelings are heard during decisions being made or when they are unhappy and want something stopped, started or changed.



References

Reference	Description
UNCRC Article 2	The Convention applies to everyone whatever their race, religion, abilities, whatever they think or say and whatever type of family they come from.
UNCRC Article 4	Governments should make these rights available to children.
UNCRC Article 12	Respect for children's views. Children have the right to give their opinions freely on issues that affect them. Adults should listen and take children seriously.
UNCRC Article 19	Governments should ensure that children are properly cared for, and protect them from violence, abuse and neglect by their parents or anyone else who looks after them.
UNCRC Article 20	Children who cannot be looked after by their own family must be looked after properly, by people who respect their religion, culture and language.
UNCRC Article 21	Adoption. Government must oversee the process of adoption to make sure it is safe, lawful and that it prioritises children's best interests.
UNCRC Article 24	Children have the right to good quality health care and to clean water, nutritious food and a clean environment so that they will stay healthy. Rich countries should help poorer countries achieve this.
UNCRC Article 25	(Review of treatment in care). If a child has been placed away from home for the purpose of care or protection (for example with a foster family or in a hospital they have a right to a regular review of their treatment, the way they are cared for and their wider circumstances.
UNCRC Article 28	Children have a right to an education. Discipline in schools should respect children's human dignity. Primary education should be free. Wealthy countries should help poorer countries achieve this.
UNCRC Article 29	Education should develop each child's personality and talents to the full. It should encourage children to respect their parents, their own and other cultures and the environment.
UNCRC Article 31	All children have a right to relax and play, and to join in a wide range of activities.
UNCRC Article 39	Children who have been neglected or abused should receive special help to restore their self-respect.

UNCRC

The United Nations Convention on the Rights of the Child (UNCRC) is an international agreement that protects the human rights of children up to the age of 18. It recognises not only their basic human rights but gives them additional rights to protect them from harm as one of the most vulnerable groups in society. In 2011 the Welsh Government made the UNCRC law in Wales, with the Rights of Children and Young Persons (Wales) Measure 2011. The Measure places a duty on Welsh Ministers to have a due regard to the UNCRC and its Optional Protocols when making their decisions. Altogether there are 54 articles in the convention. Articles 1-42 set out how children should be treated.

For further information on the United Nations Convention on the Rights of the Child please visit: The Welsh Government's UNCRC website [Children's rights | Sub-topic | GOV.WALES](#).

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Llywodraeth Cymru
Welsh Government

Corporate Parenting Charter – A Promise from Wales

Becoming a Corporate Parent – What does that mean for you?

Corporate Parenting is about supporting care experienced children and young people to have the same opportunities in life as all children and young people in Wales.

By signing up to be a corporate parent, you are agreeing to consider the following principles when delivering your existing services and support, planning new services and/or engaging with care-experienced children and young people:

The Principles

Principle 1

Support care-experienced children and young people to have the same life chances as every other young person in Wales.

Example: Support a care experienced child or young person to find a stable home with provides them with the opportunity to access education and fulfil their potential.

Principle 2

Recognise care-experienced children and young people for who they are, not just by their experience of being in care.

Example: Treat all children and young people the same no matter their background.

Principle 3

Work alongside care-experienced children and young people to ensure their views, feelings and ideas are integral to, influence and inform the services they receive and the way they receive those services.

Example: Ensure forums or stakeholder groups are in place or established to develop new services includes care-experienced representatives.



Principle 4

Ensure those working in your organisations working with care-experienced young people understand their care experiences children and young people's needs and/or have access to information and training.

Example: The needs of care-experienced children and young people are referred to in induction training of new staff.

Principle 5

Ensure that every care-experienced child and young person reaches their potential and is able to enjoy a wide experience of leisure, cultural, sport and social activities.

Example: Can concessionary and/or discounted access be made available for sport, leisure and cultural activities to care-experienced children and young people.



Principle 6

By making all care-experienced children and young people feel valued, respected, cared for and loved.

Example: By actively listening to all care-experienced children and young people you engage with.

Principle 7

By providing support to access the right health care and advice needed to support the best physical, mental health and general well-being for all care-experienced children and young people.

Example: Ensuring care-experienced children and young people are supported to attend appointments and are directed to the right service to meet their needs.

Principle 8

By seeking out and providing stable places to live that are right for all care-experienced children and young people.

Example: By ensuring that the needs and wishes of the child and young person is central to any foster or adoption placement being considered.

Principle 9

By providing opportunities and support for all care-experienced children and young people to learn/develop and help them become who they want to be.

Example: Offering care experienced children and young people work experience placements, work shadowing opportunities, internships, traineeships and apprenticeships.

Principle 10

By ensuring all care-experienced children and young people are prepared for the future and are able make positive choices for independent living and adulthood.

Example: Can you provide one-to-one mentoring on how to manage their finances, their career/ employment guidance and further education opportunities.

Principle 11

By working to provide access to and raise awareness of the support and information available to care experienced young people after leaving care.

Example: Providing access to support and information through a variety of channels – websites, apps, social media and meetings.

INTEGRATED IMPACT ASSESSMENT (IIA) TOOL

Proposal Details

Title of Policy / Proposal / Initiative	
Proposal to adoption the Corporate Parenting Charter – A Promise from Wales	
Service Area	Officer completing IIA
Porth Cynnal	Audrey Somerton-Edwards
Corporate Lead Officer	Strategic Director
Audrey Somerton Edwards	Barry Rees
Please give a brief description of the purpose of the proposal	
The purpose of the proposal is to ensure that all officers, commissioners, Elected Members and partners of the local authority understand their corporate parenting responsibilities. We want to deliver sensitive, high-quality services that promote fairness and equity for looked after children and care leavers. We want these children to have all the life opportunities we would have for our own children. This group of people need to grow up without stigma or disadvantage as children looked after.	
Who will be directly affected by this proposal? HINT	
<ul style="list-style-type: none"> • Children looked after • Care leavers • Children cared for under Special Guardianship Orders • Adopted children 	
Have those who will be affected by the proposal had the opportunity to comment on it?	
<ul style="list-style-type: none"> • The Corporate Parenting Charter has been compiled in consultation with local and national children looked after and care leaver for a • The Corporate Parenting Charter has been adopted by the Ceredigion Corporate Parenting Group on 15 October 2024. • The Corporate Parenting Charter has been agreed at Ceredigion Leadership Group • The proposal will be taken through the Healthier Communities Overview and Scrutiny Committee and Cabinet for input and sign off. 	

Version Control

The IIA should be used at the earliest stages of decision making, and then honed and refined throughout the decision-making process. It is important to keep a record of this process so that we can demonstrate how we have considered and included sustainable development, Welsh language and equality considerations wherever possible.

Version Number	Author	Decision making stage HINT	Date Considered	Description of any amendments made HINT
1.0	Audrey Somerton-Edwards	Cabinet	03/12/2024	None

Council Corporate Well-being Objectives

Which of the Council's Corporate Well-being Objectives does this proposal address and how? Click here to read a summary of our [Corporate Strategy 2022-27](#)

Boosting the economy, supporting business, and enabling employment.	<ul style="list-style-type: none"> Helping care experienced people to fully participate and contribute to the economy.
Creating caring and healthy communities	<ul style="list-style-type: none"> Provide for the children looked after and care leaver needs of our population Develop and increase the understanding of needs of these groups
Providing the best start in life and enabling learning at all ages	<ul style="list-style-type: none"> Enhance the range of care and support options for looked after children and young people
Creating sustainable, greener, and well-connected communities	

National Well-being Goal: A Prosperous Wales

An innovative, productive, and low carbon society where everyone has decent work and there is no poverty.

Click [here](#) for information about a prosperous Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

Positive

Supporting children looked after and care leavers to remain in their communities and school settings

Maintaining relationships with families and friends through strong corporate parenting mechanisms.

What evidence do you have to support this view?

The views and wishes of young people are expressed and recorded through the Statutory Review process. These views and wishes when to be acted ensure the ambitions of this group of children and young people are achieved.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

National Well-being Goal: A Resilient Wales

A society where biodiversity is maintained and enhanced and where ecosystems are healthy and functioning.

Click [here](#) for information about a resilient Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [ere](#) for information)

Stable and purposeful lives for children looked after and care leavers promote a resilient community.

What evidence do you have to support this view?

The nurturing environments and support currently provided through our planning, case management and placement provision across the UK,

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Close case management and responsive services developed with the input of children looked after and care leavers.

Working with partner agencies to deliver the best possible services to children and young people in our care.

National Well-being Goal: A Healthier Wales

A society where people make healthy choices and enjoy good physical and mental health.

Click [here](#) for information about a healthier Wales.

Does the proposal contribute to this goal? Describe the positive or negative impacts. (Click [here](#) for information)

What evidence do you have to support this view?

Children looked after and care leavers benefit from stable placements, loving family environments and good education provision.

There are low placement breakdown levels in Ceredigion demonstrating sound matching and the right support in place for children looked after and care leavers.

What action(s) can you take to mitigate any negative impacts or better contribute to this National Well-being Goal?

Children and young people placed at distance from their home authority are at disadvantage. There are extensive efforts being made to recruit more foster carers, develop residential provision and support lodgings options to widen in county options.

By recognising the additional vulnerability of children looked after and care leavers we can robustly safeguard their physical, emotional, mental wellbeing and financial needs.

National Well-being Goal: A More Equal Wales

A society where everyone has an equal chance whatever their background or circumstances.

This section is longer because you are asked to assess the impact of your proposal on each group that is protected by the **Equality Act 2010**.

Click [here](#) for information about equality in Wales.

Do you think this proposal will have a positive or a negative impact on people because of their age? (Click [here](#) for information)

Children and Young People up to 18	Positive
People 18-50	Positive
Older people 50+	Positive

Describe the positive or negative impacts.

Developing services and provision that does not fully recognise children looked after and care leavers creates inequality

What evidence do you have to support this?

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Ensuring that looked after children and care leavers have the required support they require to maintain stable relationships with extended family. Good case management and listening to the child to meet their needs fully avoids the inequality that this group can encounter.

Do you think this proposal will have a positive or a negative impact on people because of their disability? (Click [here](#) for information)

Hearing Impairment	None / Negligible
Physical Impairment	None / Negligible
Visual Impairment	None / Negligible
Learning Disability	None / Negligible
Long Standing Illness	None / Negligible
Mental Health	None / Negligible
Other	None / Negligible

Describe the positive or negative impacts.

None – the individual care plan and Statutory Review should address all needs and define individual characteristics can be supported.

What evidence do you have to support this?

The compilation of individual care plans and review processes in place in line with legislative requirements.

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people who are transgender? (Click [here](#) for information)

Trans Women	None / Negligible
Trans Men	None / Negligible
Non-binary people	None / Negligible

Describe the positive or negative impacts

Positive

Providing a nurturing and supportive environment meeting the individualised identity of the children and young people and where required utilising the support of the service to access information, advice and assistance.

What evidence do you have to support this?

Demographics of children and young people and their individualised identity.

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people with different sexual orientation? (Click [here](#) for information)

Bisexual	Positive
Gay Men	Positive
Gay Women/Lesbian	Positive
Heterosexual/Straight	Positive

Describe the positive or negative impacts

Positive

Providing a nurturing and supportive environment meeting the individualised identity of the children and young people and where required utilising the support of the service to access information, advice and assistance.

What evidence do you have to support this?

Demographics of children and young people and their individualised identity.

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people who are married or in a civil partnership? (Click [here](#) for information)

People who are married

None / Negligible

People in a civil partnership

None / Negligible

Describe the positive or negative impacts

What evidence do you have to support this?

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people who are pregnant or on maternity leave? (Click [here](#) for information)

Pregnancy	None / Negligible
Maternity	None / Negligible

Describe the positive or negative impacts

What evidence do you have to support this?

What action(s) can you take to mitigate any negative impacts or better contribute to positive impacts?

Do you think this proposal will have a positive or a negative impact on people because of their ethnic origin? (Click [here](#) for information)

Asian / Asian British	Positive
Black / African / Caribbean / Black British	Positive
Mixed / Multiple Ethnic Groups	Positive
White	Positive
Other Ethnic Groups	None / Negligible

Describe the positive or negative impacts

Positive

By providing opportunities for our children / young people to remain in county and maintaining their ethnic origin and their cultural identity.

What evidence do you have to support this?

The demographics of our children / young people being supported locally or in line with their cultural background.

What action(s) can you take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Do you think this proposal will have a positive or a negative impact on people with different religions, beliefs, or non-beliefs? (Click [here](#) for information)

Buddhist	Positive
Christian	Positive
Hindu	Positive
Humanist	Positive
Jewish	Positive
Muslim	Positive
Sikh	Positive
Non-belief	Positive
Other	Positive

Describe the positive or negative impacts

Positive

By providing opportunities for our children / young people by maintaining their individual religions, beliefs or non-beliefs.

What evidence do you have to support this?

The demographics of our children / young people being supported through the looked after services.

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

--

Do you think this proposal will have a positive or a negative impact on men or women? (Click here for information)	
Men	None / Negligible
Women	None / Negligible
Describe the positive or negative impacts	
What evidence do you have to support this?	
What action(s) can you to take to mitigate any negative impacts?	
Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between men and women?	

Do you think this proposal will have a positive or a negative impact on people from the Armed Forces Community? (Click here for information)	
Members of the Armed Forces	None / Negligible
Veterans	None / Negligible
Spouses	None / Negligible
Children	None / Negligible
Describe the positive or negative impacts	
What evidence do you have to support this?	

What action(s) can you to take to mitigate any negative impacts?

Socio-economic Duty

Socio-economic disadvantage means living on a low income compared to others in Wales, with little or no accumulated wealth, making it more difficult to access basic goods and services.

Family background or where a person is born still affects their life. For example, a child from a wealthy family often does better at school than a child from a poor family, even if the poorer child is more naturally academic. This is sometimes called socio-economic inequality.

Do you think this proposal will have a positive or a negative impact on people experiencing socio-economic disadvantage?

Positive

Describe the positive or negative impacts

The annual review will take into consideration the household income.
The named support worker will be accessible to support where required to explore additional support available for the SGO in their local area.

What evidence do you have to support this?

The annual review is means tested ensuring that SGOs who are experiencing socio-economic disadvantaged are supported as required.

What action(s) can you to take to mitigate any negative impacts?

Is there an opportunity to use this proposal to eliminate unlawful discrimination, advance equality of opportunity or encourage good relations between people in this group and the rest of the population?

Having Corporate Parenting Charter in place will ensure that all children and young people are treated equally and fairly in accordance with the outlined criteria.

National Well-being Goal: A Wales of Cohesive Communities

A society with attractive, viable, safe, and well-connected communities.

Click [here](#) for information about cohesive communities.

Does the proposal contribute to this goal? Describe the positive or negative impacts. [HINT](#)

This proposal will support the children and young people to access their community for additional support in line with their needs and rights.

What evidence do you have to support this view?

Ceredigion children and young people live across the UK and have clear links with their local communities through education and social groups.

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

As part of the Statutory Review to ensure that there is an understanding of how they can fully engage with their community.

National Well-being Goal: A Wales of Vibrant Culture and Thriving Welsh Language

A society that that promotes and protects culture, heritage, and the Welsh language and which encourages people to take part in the arts, sports, and recreation.

Click [here](#) for information about culture and the Welsh language

Does the proposal contribute to this goal? Describe the positive or negative impacts.

Through having staff that can support children looked after and care leavers through their language of choice, completing the annual review and providing access to support that meets their language of choice.

What evidence do you have to support this view?

The Active Offer provided by Ceredigion County Council

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Ensure that we ask each individual regarding their language of choice.

With reference to the following, do you think this proposal will have a positive or negative effect on the Welsh language?

Click [here](#) for information

Opportunities for people to use the Welsh language

Positive

Treating the Welsh language, no less favourably than the English language

Positive

What evidence do you have to support this view?

As noted above.

What action(s) can you take to increase the positive impact or mitigate any negative impact on the Welsh language?

Views and wishes will be reviewed as part of the Statutory Review, ensuring that we listen to the voice of the individuals.

National Well-being Goal: A Globally Responsible Wales

A society that considers how our actions might impact on other countries and people around the world.

Click [here](#) for information about global responsibility.

Does the proposal contribute to this goal? Describe the positive or negative impacts. [HINT](#)

Not applicable

What evidence do you have to support this view?

What action(s) can you take to mitigate any negative impacts or better contribute to the goal?

Strengthening the Proposal

If you have identified any negative impacts in the above sections, please provide details of any practical changes and actions that could help remove or reduce the negative impacts.

What will you do?	When?	Who is responsible?	Progress
The proposal needs to be considered alongside the individual needs of a child or young person.	Statutory Review for the individual, Corporate Parenting	All officers and members who identify inequality or disadvantage need to report	Progress will be achieved as and when issues arise.

	Group, Corporate Safeguarding Group for organisational issues.	such to the Statutory Director of Social Services	
<p>If no action is to be taken to remove or mitigate negative impacts, please justify why. (If you have identified any unlawful discrimination then the proposal must be changed or revised.)</p>			
<p>Negative impacts will be addressed as they arise or are identified.</p>			
<p>How will you monitor the impact and effectiveness of the proposal?</p>			
<ul style="list-style-type: none"> Annual monitoring will take place through the Corporate Parenting Group. 			

Sustainable Development Principle: 5 Ways of Working

Describe below how you have implemented the five ways of working in accordance with the sustainable development principle of the Well-being of Future Generations (Wales) Act 2015

<p>Long term Balancing short-term needs with long-term need and planning for the future.</p> <p><u>HINT</u></p>	<p>Over the next 10 years we would hope to reduce the number of children in our care by developing further our early intervention strategies and good quality provision.</p>
<p>Collaboration Working together with other partners to deliver.</p> <p><u>HINT</u></p>	<p>Children and young people will require an holistic approach based on their needs. These will require collaboration with across the local authority and partner agencies. Including health boards, third sector support groups and specialist support as identified and outlined in the court order.</p>




<p>Involvement Involving those with an interest and seeking their views.</p> <p><u>HINT</u></p>	<p>A key part of the proposal is to promote the Corporate Parenting Charter across the local authority and will all external partners.</p>
<p>Prevention Putting resources into preventing problems occurring or getting worse.</p> <p><u>HINT</u></p>	<p>Early intervention strategies are the key to avoiding children becoming looked after.</p>
<p>Integration Considering the impact of your proposal on the four pillars of well-being (social, economic, cultural and environment) the objectives of other public bodies and across service areas in the Council.</p> <p><u>HINT</u></p>	<p>Children looked after and care leavers will be well integrated with their wellbeing promoted by all understanding their duties and responsibilities as corporate parents.</p>

Risk

Summarise the risk associated with the proposal.

	1	2	3	4	5
Impact Criteria	Very Low	Low	Medium	High	Very High
Likelihood Criteria	Unlikely to occur	Lower than average chance of occurring	Even chance of occurring	Higher than average chance of occurring	Expected to occur
Risk Description	Impact	Probability	Score (Impact x Likelihood)		
Increased inequality for this group with the Charter adopted	1	1	2		

Sign Off

Position	Name	Signature	Date
Corporate Manager		x _____	Click or tap to enter a date.
Corporate Lead Officer	Audrey Somerton-Edwards		25/10/2024
Corporate Director	Barry Rees		29/10/2024
Portfolio Holder	Councillor Alun Williams		29/10/2024

1

¹ Last updated 20/10/2023

CYNGOR SIR CEREDIGION COUNTY COUNCIL

<u>Report to:</u>	Council
<u>Date of meeting:</u>	12 December 2024
<u>Title:</u>	Corporate Parenting Charter
<u>Purpose of the report:</u>	To provide feedback following the meeting of the Healthier Communities O&S Committee on the 6th of November 2024.

Background:

Corporate parenting describes the collective responsibility of all local authority officers, commissioners and Elected Members to safeguard and promote the rights and life chances of children and young people looked after.

However, supporting children looked after, sometimes referred to as care-experienced children and young people, through their childhoods and as they leave care should be the responsibility of all public sector bodies.

The Local Authority is always the lead corporate parent and is expected to wholeheartedly promote and champion the rights of these children and young people.

The Ceredigion Corporate Parenting Group agreed to formally adopt the Corporate Parenting Charter on the 15 October 2024.

The Charter has eleven key principles that set out the principles.

Following a discussion, Committee Members were asked to consider the following recommendation:

Recommendation(s):

I respectfully request that the Healthier Scrutiny Committee agree to support the progression of the Corporate Parenting Charter through the governance journey for full adoption by Ceredigion County Council.

Reasons for decision:

To ensure that all officers, commissioners, Elected Members and partners of the local authority understand their corporate parenting responsibilities. We want to deliver sensitive, high-quality services that promote fairness and equity for looked after children and care leavers. We want these children to have all the life opportunities we would have for our own children. This group of people need to grow up without stigma.

Committee Members agreed to recommend that Cabinet:

1. agree to support the progression of the Corporate Parenting Charter through the governance journey for full adoption by Ceredigion County Council.

Councillor Amanda Edwards
Vice-Chair of the Healthier Communities Overview and Scrutiny Committee

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CEREDIGION COUNTY COUNCIL

Report to:	Council
Date of meeting:	12th December 2024
Title:	Amendments to the Constitution
Purpose of the report:	To consider amendments to the Constitution
For:	Decision
Cabinet Portfolio and Cabinet Member:	Cllr Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection

Background:

The Constitution is published on the Council's website and is a live document. The Monitoring Officer is authorised to make minor amendments to the Constitution and update it as necessary. The currently published version 18th of July 2024 of the Council's Constitution is available at: [Ceredigion County Council Constitution](#)

Recently, changes to the Constitution were approved by Council on the 18th of July 2024 (meeting minutes – [Council minutes - 18th July, 2024](#)).

A meeting of the Cross-Party Constitution Working Group took place on the 5th of November 2024 during which the amendments presented in this report were considered and approved.

Current position

Proposed Changes to the Constitution

All changes are summarised below and are shown in the appendices in highlighted text.

- 1. Part 3 - Table 3.2 – Appendix 1 - Page 40**
Responsibility for Local Choice Functions-Council Functions
Re-appropriation' of council-owned land - Addition of point 27
- 2. Part 3 - Table 3.3 – Appendix 1 - Page 47**
Responsibility for Council Functions: Governance & Audit Committee Terms of Reference
- Update the "Local Code for Corporate Governance" to the "Governance Framework" following the publication of the new framework in April 2024.
- Addition to point 6 - "Also, monitor compliance with the CIPFA Code of Practice for the Governance of Internal Audit in UK Local Government"
- 3. Part 3.5 Document G – Appendix 2 – Page 6**
Scheme of Delegation to Officers

Delegation to the Corporate Lead Officer Policy, Performance & Public Protection.

- Addition of Special Procedures Licensing
- Removal of Intimate Piercing of the Public Health (Wales) Act 2017

4. Part 3.5 Document L – Appendix 3 - Page 3

Scheme of Delegation to Officers

Delegations for the Corporate Lead Officer Finance & Procurement

- Remove 'To act as Deputy Electoral Registration Officer' due to the role also sitting under the CLO for Democratic Services and Corporate Director.

5. Part 3.5 Document M – Appendix 4 – Page 1

Scheme of Delegation to Officers

Delegations for the Corporate Lead Officer Customer Contact

- Additions on points 3 to 8:
 - Take the lead on setting and delivering information management and Cyber Resilience strategy.
 - Provide support where appropriate to the Data Protection Officer in all aspects of information security.
 - Oversee the information security function within the broader information governance team.
 - Oversee incident management and risk management of Cyber Resilience and Information governance issues.
 - Oversee security management and reporting.
 - Ensure corporate leadership are informed and engaged with security and resilience issues.

6. Part 7 – Appendix 5 - Page 5, 10, 11, 15

Consultative and Advisory Fora

Review of Fora

- delete "Non-Domestic Rate Hardship and Council tax Discretionary Relief Appeals Panel
- delete "Ceredigion Youth Council"
- Add the Director of Social Services and the Corporate Manager for Safeguarding to **Mid & West Wales Regional Safeguarding Board**
- Add Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection to **Ceredigion CONTEST Board**
- Add "Age Friendly Member Champion" and "Menopause Champion" under Member Champion

7. Organisational Chart – Appendix 6

Vacant position - Corporate Lead Officer - Schools and Lifelong Learning

PROPOSAL

It is proposed that Council approves the changes to the Constitution as set out in Appendix 1-6.

**Has an Integrated Impact Assessment been completed?
If not, please state why**

Wellbeing of Future Generations: *Summary:* This report does not represent a change in policy or strategy
Long term:
Collaboration:
Involvement:
Prevention:
Integration:

Recommendation(s): That the Council resolves to:
1. Approve the changes to the Constitution **(Appendix 1-6)**;
2. Authorise the Monitoring Officer to update the Council's Constitution to reflect the above changes.

Reasons for recommendations:

- Adherence to legislation
- Ensuring that the Constitution is fit for purpose
- To ensure that appropriate delegations are in place.

Overview and Scrutiny: n/a
Policy Framework: Constitution

Corporate Priorities: n/a

Finance and Procurement implications: None

Legal Implications: Compliance with legislative requirements and statutory guidance

Staffing implications: None

Property/asset implications: None

Risk(s): Without these changes, the Constitution will not be updated and fit for purpose.

Statutory Powers: Local Government and Elections (Wales) Act 2021
<https://www.legislation.gov.uk/asc/2021/1/contents>
Elections Act 2022
<https://www.legislation.gov.uk/ukpga/2022/37/contents>

Background Papers: Report to Council – 18th July 2024 and Meeting Minutes available at: [Council minutes - 18th July, 2024](#).

Appendices:

- Appendix 1** – Part 3 – Table 3.2 and table 3.3
- Appendix 2-** Part 3.5 Document G
- Appendix 3** – Part 3.5 Document L
- Appendix 4-** Part 3.5 Document M
- Appendix 5** – Part 7 - Consultative and advisory fora
- Appendix 6** – Organisation Chart

Corporate Officer: **Lead** Elin Prysor – Corporate Lead Officer: Legal & Governance (& Monitoring Officer)

Reporting Officer: Elin Prysor

Date: 12.12.2024

PART 3
RESPONSIBILITY FOR COUNCIL
FUNCTIONS

Contents

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Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS

A. Functions relating to town and country planning and development control			
Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
1. Power to determine applications for planning permission.	Sections 70(1)(a) and (b) and 72 of the Town and Country Planning Act 1990.	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
2. Power to determine applications to develop land without compliance with conditions previously attached.	Section 73 of the Town and Country Planning Act 1990.		
3. Power to grant planning permission for development already carried out.	Section 73A of the Town and Country Planning Act 1990.		
4. Power to decline to determine application for planning permission.	Section 70A of the Town and Country Planning Act 1990.		
5. Duties relating to the making of determinations of planning applications.	Sections 69, 76 and 92 of the Town and Country Planning Act 1990 and Articles 8, 10 to 13, 15 to 22 and 25 and 26 of the Town and Country Planning (General Development Procedure) Order 1995 (S.I. 1995/419) and directions made there under.		
6. Power to determine applications for planning permission made by a local authority, alone or jointly with another person	Section 316 of the Town and Country Planning Act 1990 and the Town Country Planning General Regulations 1992 (S.I. 1992/1492).		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

A. Functions relating to town and country planning and development control

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
7. Power to make determinations, give approvals and agree certain other matters relating to the exercise of permitted development rights.	Parts 6, 7, 11, 17, 19, 20, 21 to 24, 30 and 31 of Schedule 2 to the Town and Country Planning (General Permitted Development) Order 1995 (S.I. 1995/418).	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
8. Power to enter into planning obligation, regulating development or use of land.	Section 106 of the Town and Country Planning Act 1990.		
9. Power to issue a certificate of existing or proposed lawful use or development.	Sections 191(4) and 192(2) of the Town and Country Planning Act 1990.		
10. Power to serve a completion notice	Section 94(2) of the Town and Country Planning Act 1990.		
11. Power to grant consent for the display of advertisements.	Section 220 of the Town and Country Planning Act 1990 and the Town and Country Planning (Control of Advertisements) Regulations 1992.		
12. Power to authorise entry onto land.	Section 196A of the Town and Country Planning Act 1990.		
13. Power to require the discontinuance of a use of land.	Section 102 of the Town and Country Planning Act 1990.		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

A. Functions relating to town and country planning and development control

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
14. Power to serve a planning contravention notice, breach of condition notice or stop notice.	Sections 171C, 187A and 183(1) of the Town and Country Planning Act 1990.	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
15. Power to issue an enforcement notice.	Section 172 of the Town and Country Planning Act 1990.		
16. Power to apply for an injunction restraining a breach of planning control.	Section 187B of the Town and Country Planning Act 1990.		
17. Power to determine applications for hazardous substances consent, and related powers.	Sections 9(1) and 10 of the Planning (Hazardous Substances) Act 1990 (c. 10).		
18. Duty to determine conditions to which old mining permissions, relevant planning permissions relating to dormant sites or active Phase I or II sites, or mineral permissions relating to mining sites, as the case may be, are to be subject.	Paragraph 2(6)(a) of Schedule 2 to the Planning and Compensation Act 1991, paragraph 9(6) of Schedule 13 to the Environment Act 1995 (c. 25) and paragraph 6(5) of Schedule 14 to that Act.		
19. Power to require proper maintenance of land.	Section 215(1) of the Town and Country Planning Act 1990.		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

A. Functions relating to town and country planning and development control

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
20. Power to determine applications for listed building consent, and related powers.	Sections 16(1) and (2), 17 and 33(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 (c. 9).	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
21. Power to determine applications for conservation area consent.	Section 16(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, as applied by section 74(3) of that Act.		
22. Duties relating to applications for listed building consent and conservation area consent.	Section 13(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 and regulations 3 to 13 of the Planning (Listed Buildings and Conservation Areas) Regulations 1990 and paragraph 127 of the Welsh Office circular 61/96: Planning and the Historic Environment: Historic Buildings and Conservation Areas.		
23. Power to serve a building preservation notice, and related powers.	Sections 3(1) and 4(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990.		
24. Power to issue a listed building enforcement notice.	Section 38 of the Planning (Listed Buildings and Conservation Areas) Act 1990.		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

A. Functions relating to town and country planning and development control

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
25. Powers to acquire a listed building in need of repair and to serve a repairs notice.	Sections 47 and 48 of the Planning (Listed Buildings and Conservation Areas) Act 1990.	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
26. Power to apply for an injunction in relation to a listed building.	Section 44A of the Planning (Listed Buildings and Conservation Areas) Act 1990.		
27. Power to execute urgent works.	Section 54 of the Planning (Listed Buildings and Buildings in Conservation Areas) Act 1990.		
28. Power related to mineral working.	Schedule 9 of the Town and Country Planning Act 1990.		
29. Power related to footpaths and bridleways.	Section 257 of the Town and Country Planning Act 1990.		
30. Power as to certification of appropriate alternative development.	Section 17 of the Land Compensation Act 1961 (c. 33).		
31. Duties in relation to purchase notices.	Sections 137-144 of the Town and Country Planning Act 1990.		
32. Powers related to blight notices.	Sections 149-171 of the Town and Country Planning Act 1990.		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule)

<p>1. Power to issue licences authorising the use of land as a caravan site ("site licences").</p>	<p>Section 3(3) of the Caravan Sites and Control of Development Act 1960 (c. 62).</p>	<p>Council</p>	<p>Corporate Lead Officer Policy, Performance and Public Protection,</p>
<p>2. Power to license the use of moveable dwellings and camping sites.</p>	<p>Section 269(1) of the Public Health Act 1936 (c. 49).</p>		
<p>3. Power to license hackney carriages and private hire vehicles.</p>	<p>(a) as to hackney carriages, the Town Police Clauses Act 1847 (10 & 11 Vict. c. 89), as extended by section 171 of the Public Health Act 1875 (38 & 39 Vict. c. 55), and section 15 of the Transport Act 1985 (c. 67); and sections 47, 57, 58, 60 and 79 of the Local Government (Miscellaneous Provisions) Act 1976 (c. 57); (b) as to private hire vehicles, sections 48, 57, 58, 60 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.</p>		
<p>4. Power to license drivers of hackney carriages and private hire vehicles.</p>	<p>Sections 51, 53, 54, 59, 61 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.</p>		
<p>5. Power to license operators of hackney carriages and private hire vehicles.</p>	<p>Sections 55 to 58, 62 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.</p>		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule) Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
6. Power to register pool promoters.	Schedule 2 to the Betting, Gaming and Lotteries Act 1963 (c. 2).	Council	Corporate Lead Officer Policy, Performance and Public Protection,
7. Power to grant track betting licences.	Schedule 3 to the Betting, Gaming and Lotteries Act 1963.		
8. Power to license inter-track betting schemes.	Schedule 5ZA to the Betting, Gaming and Lotteries Act 1963.		
9. Power to grant permits in respect of premises with amusement machines.	Schedule 9 to the Gaming Act 1968 (c. 65).		
10. Power to register societies wishing to promote lotteries.	Schedule 1 to the Lotteries and Amusements Act 1976 (c. 32).		
11. Power to grant permits in respect of premises where amusements with prizes are provided.	Schedule 3 to the Lotteries and Amusements Act 1976.		
12. Power to issue entertainments licences.	Section 12 of the Children and Young Persons Act 1933 (c. 12)		
13. Power to license sex shops and sex cinemas.	The Local Government (Miscellaneous Provisions) Act 1982, section 2 and Schedule 3.		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule) Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
14. Power to license performances of hypnotism.	The Hypnotism Act 1952 (c. 46).	Council	Corporate Lead Officer Policy, Performance and Public Protection,
15. Power to register	Sections 13 to 17 of the Local		
(Cont'd) premises for acupuncture, tattooing, ear-piercing and electrolysis. Power to issue permits / permission.	(Cont'd) Government (Miscellaneous Provisions) Act 1982.		
16. Power to license pleasure boats and pleasure vessels.	Section 94 of the Public Health Acts Amendment Act 1907 (c. 53).		
17. Power to license market and street trading.	Part III of and Schedule 4 to, the Local Government (Miscellaneous Provisions) Act 1982.	Delegated to Corporate Lead Officer Economy & Regeneration,	
18. Duty to keep list of persons entitled to sell non-medicinal poisons.	Sections 3(1) (b) (ii), 5, 6 and 11 of the Poisons Act 1972 (c. 66).	Licensing Committee	Corporate Lead Officer Policy, Performance and Public Protection,
19. Power to license dealers in game and the killing and selling of game.	Sections 5, 6, 17, 18 and 21 to 23 of the Game Act 1831 (c. 32); sections 2 to 16 of the Game Licences Act 1860 (c. 90), section 4 of the Customs and Inland Revenue Act 1883 (c. 10), section 27 of the Local Government Act 1894 (c. 73), and section 213 of the Local Government Act		

	1972 (c. 70).		
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Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule) Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
20. Power of register and license premises for the preparation of food.	Section 19 of the Food Safety Act 1990 (c. 16).	Licensing Committee	Corporate Lead Officer Policy, Performance, and Public Protection,
21. Power to license scrap yards.	Section 1 of the Scrap Metal Dealers Act 1964 (c. 69).		
22. Power to issue, amend or replace safety certificates (whether general or special) for sports grounds.	The Safety of Sports Grounds Act 1975 (c. 52).		
23. Power to issue, cancel, amend or replace safety certificates for regulated stands at sports grounds.	Part III of the Fire Safety and Safety of Places of Sport Act 1987 (c. 27).		
24. Duty to promote fire safety	Section 6 of the Fire and Rescue Services Act 2004 (c. 21)		
25. Power to license premises for the breeding of dogs.	Section 1 of the Breeding of Dogs Act 1973 (c. 60) and section 1 of the Breeding and Sale of Dogs (Welfare) Act 1999 (c. 11).		
26. Power to license pet shops and other establishments	Section 1 of the Pet Animals Act 1951 (c. 35); section 1 of the Animal Boarding Establishments		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule) Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
(Cont'd) where animals are bred or kept for the purposes of carrying on a business.	(Cont'd) Act 1963 (c. 43); the Riding Establishments Acts 1964 and 1970 (1964 c. 70 and 1970 c. 70); section 1 of the Breeding of Dogs Act 1973 (c. 60), and sections 1 and 8 of the Breeding and Sale of Dogs (Welfare) Act 1999.	Licensing Committee	Corporate Lead Officer Policy, Performance and Public Protection.
27. Power to register animal trainers and exhibitors.	Section 1 of the Performing Animals (Regulation) Act 1925 (c. 38).		
28. Power to license zoos.	Section 1 of the Zoo Licensing Act 1981 (c. 37)		
29. Power to license dangerous wild animals.	Section 1 of the Dangerous Wild Animals Act 1976 (c. 38).		
30. Power to enforce regulations in relation to animal by-products	Regulation 49 of the Animal By-products (Wales) Regulations 2006 (S.I 1292 (W.127))		
31. Power to license the employment of children.	Part II of the Children and Young Persons Act 1933 (c. 12), byelaws made under that Part, and Part II of the Children and Young Persons Act 1963 (c. 37).	Corporate Lead Officer Schools and Culture; Corporate Lead Officer Legal & Governance Services	

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule) Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
32. Power to approve premises for the solemnisation of marriages and the registration of civil partnerships.	Section 46A of the Marriage Act 1949 (c. 76), section 6A of the Civil Partnership Act 2004 (c. 33) and the Marriages and Civil Partnerships (Approved Premises) Regulations 2005 (S. I. 2005/3168).	Proper Officer for Civil Registrations (Corporate Lead Officer Customer Contact)	
33. Power to register common land or town or village greens, except where the power is exercisable solely for the purpose of giving effect to— 33(a) an exchange of lands effected by an order under section 19(3) of, or paragraph 6(4) of Schedule 3 to, the Acquisition of Land Act 1981 (c. 67) or 3(b) an order under section 147 of the Inclosure Act 1845 (c. 8 & 9 Vict. c. 118).	Regulation 6 of the Commons Registration (New Land) Regulations 1969 (S.I. 1969/1843).	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
34. Power to register variation of rights of common.	Regulation 29 of the Commons Registration (General) Regulations 1966 (S.I. 1966/1471).	Development Management Committee	Corporate Lead Officer Economy & Regeneration
35. Power to issue a permit to conduct charitable collections.	Section 68 of the Charities Act 1992.	Licensing Committee	Corporate Lead Officer Policy, Performance

36. Power to grant consent for the operation of a loudspeaker.	Schedule 2 to the Noise and Statutory Nuisance Act 1993 (c. 40).		and Public Protection.
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Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

B. Licensing and registration functions (in so far as not covered by any other paragraph of this Schedule) Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
37. Power to grant a street works licence.	Section 50 of the New Roads and Street Works Act 1991 (c. 22).	Corporate Lead Officer Highways & Environmental Services,	
38. Duty to register the movement of pigs.	Regulations 21(3) and (4) of the Pigs (Records Identification and Movement) (Wales) Order 2004 (S.I 2004/996 (W.104).	Licensing Committee	Corporate Lead Officer Policy, Performance and Public Protection.
39. Power to enforce regulations in relation to the movement of pigs.	Regulation 27(1) of the Pigs (Records, Identification and Movement (Wales) Order 2004/996 (W.104).		
40. Power to issue a licence to move cattle from a market.	Article 5(2) of the Cattle Identification Regulations 1998 (S.I. 1998/871).		
41. Power to sanction use of parts of buildings for storage of celluloid.	Section 1 of the Celluloid and Cinematograph Film Act 1922 (c. 35).		
42. Duty to enforce and execute Regulations (EC) No. 852/2004 and 853/2004 in relation to food business operators as further specified in regulation 5 of the Food (Hygiene) (Wales) Regulations 2006.	Regulation 5 of the Food (Hygiene) (Wales) Regulations 2006.	Licensing Committee	Corporate Lead Officer Policy, Performance and Public Protection.

43. Functions in respect of establishing a Licensing Committee.	Section 6 of the Licensing Act 2003 (c. 17).	Council
44. Power to issue Special Procedure licences Including tattooing, piercing, acupuncture	Public Health Wales Act 2017. Schedule 3	Licensing Committee Further delegated to: Corporate Lead Officer Policy, Performance and Public Protection.

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

C. Functions relating to health and safety at work

Functions under any of the “relevant statutory provisions” within the meaning of Part I (health, safety and welfare in connection with work, and control of dangerous substances) of the Health and Safety at Work etc. Act 1974, to the extent that those functions are discharged otherwise than in the authority’s capacity as an employer	Part I of the Health and Safety at Work etc. Act 1974 (c. 37).	Delegated to the Corporate Lead Officer Policy, Performance and Public Protection.
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Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

D. Functions relating to elections

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
1. Duty to appoint an electoral registration officer.	Section 8(2A) of the Representation of the People Act 1983 (c. 2).	Council	Save for the functions delegated to the Chief Executive
2. Power to assign officers in relation to	Section 52(4) of the Representation of the		

requisitions of the registration officer.	People Act 1983.		
3. Power to dissolve community councils.	Section 28 of the Local Government Act 1972.		
4. Power to make orders for grouping communities.	Section 29 of the Local Government Act 1972.		
5. Power to make orders for dissolving groups and separating community councils from groups.	Section 29A of the Local Government Act 1972.		
6. Duty to appoint returning officer for local government elections.	Section 35 of the Representation of the People Act 1983.		
7. Duty to provide assistance at European Parliamentary elections.	Section 6(7) and (8) of the European Parliamentary Elections Act 2002.		
8. Duty to divide constituency into polling districts.	Section 18 of the Representation of the People Act 1983.		
9. Power to divide electoral divisions into polling districts at local government elections.	Section 31 of the Representation of the People Act 1983.		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

D. Functions relating to elections

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
10. Powers in respect of holding of elections.	Section 39(4) of the Representation of the People Act 1983.	Council	Save for the functions delegated to the Chief Executive
11. Power to pay expenses properly incurred by electoral registration officers.	Section 54 of the Representation of the People Act 1983.		
12. Power to fill vacancies in the event of insufficient nominations.	Section 21 of the Representation of the People Act 1985.		
13. Duty to declare vacancy in office in certain cases.	Section 86 of the Local Government Act 1972.		
14. Duty to give public notice of a casual vacancy.	Section 87 of the Local Government Act 1972.		
15. Power to make temporary appointments to community councils.	Section 91 of the Local Government Act 1972.		
16. Power to determine fees and conditions for supply of copies of, or extracts from, elections documents.	Rule 48(3) of the Local Elections (Principal Areas) Rules 1986 (S.I.1986/2214) and rule 48(3) of the Local Elections (Parishes and Communities) Rules 1986 (S.I. 1986/2215).		
17. Power to submit proposals to the Secretary of State for an order under section 10 (pilot schemes for local elections in England and Wales) of the Representation of the People Act 2000.	Section 10 of the Representation of the People Act 2000 (c. 2).		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

E. Functions relating to name and status of areas and individuals

1. Power to change the name of a county or county borough.	Section 74 of the Local Government Act 1972.	Council
2. Power to change the name of a community.	Section 76 of the Local Government Act 1972.	
3. Power to confer title of honorary alderman or to admit being an honorary freeman.	Section 249 of the Local Government Act 1972.	
4. Power to petition for a charter to confer county borough status.	Section 245A of the Local Government Act 1972.	
F. Power to make, amend, revoke or re-enact byelaws	Any provision of any enactment (including a local Act), whenever passed, and section 14 of the Interpretation Act 1978 (c. 300).	
G. Power to promote or oppose private Bills.	. Sections 52 and 53 Of the Local Government (Democracy) (Wales) Act 2013	

H. Functions relating to pensions etc.

1. Functions relating to local government pensions, etc.	Regulations under section 7, 12 or 24 of the Superannuation Act 1972 (c. 11).	Council
2. Functions relating to pensions, allowances and gratuities.	Regulations under section 18 (3A) of the Local Government and Housing Act 1989 (c. 42).	
3. Functions under existing pension schemes as respects persons employed by the fire and rescue authorities pursuant to section 1 of the Fire and	Sections 34 and 36 of the Fire and Rescue Services Act 2004.	

Rescue Service Act 2004		
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Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

I. Miscellaneous functions

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
1. Duty to approve authority's statement of accounts, income and expenditure and balance sheet or record of receipts and payments (as the case may be).	The Accounts and Audit (Wales) Regulations 2005.	Council	
2. Functions relating to sea fisheries.	Sections 1, 2, 10 and 19 of the Sea Fisheries Regulation Act 1966 (c. 38).	Council	
3. Powers relating to the preservation of trees.	Sections 197 to 214D of the Town and Country Planning Act 1990 and the Town and Country Planning (Trees) Regulations 1999 (S.I. 1999/1892).	Development Management Committee	Corporate Lead Officer Economy & Regeneration,
4. Powers relating to the protection of important hedgerows.	The Hedgerows Regulations 1997 (S.I. 1997/1160).		
5. Power to make standing orders.	Section 106 of, and paragraph 42 of Schedule 12 to, the Local Government Act 1972	Council	
6. Appointment and dismissal of staff	Section 112 of the Local Government Act 1972 and sections 7 and 8 of the Local Government and Housing Act 1989.	Council	Delegated to Chief Executive and all Officers nominated by the Chief Executive subject to the Officer Employment Rules

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

I. Miscellaneous functions Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
7. Power to make standing orders as to contracts.	Section 135 of the Local Government Act 1972.	Council	
8. Power to consider reports from the Public Services Ombudsman for Wales.	Section 19 of the Public Services Ombudsman (Wales) Act 2005 (c. 10).	Council	Monitoring Officer
9. Power to make an order identifying a place as a designated public place for the purposes of police powers in relation to alcohol consumption.	Section 13(2) of the Criminal Justice and Police Act 2001 (c. 16).	Council	
10. Powers in respect of registration of motor salvage operators.	Part 1 of the Vehicles (Crime) Act 2001 (c. 3).	Licensing Committee	Corporate Lead Officer Policy, Performance and Public Protection.
11. Power to appoint officers for particular purposes (appointment of "proper officers").	Section 270(3) of the Local Government Act 1972 (c. 42).	Council	
12. Duty to designate an officer as the head of the authority's paid service, and to provide staff, etc.	Section 4(1) of the Local Government and Housing Act 1989 (c. 42)		
13. Duty to designate an officer as the monitoring officer and to provide staff, etc.	Section 5(1) of the Local Government and Housing Act 1989.		
14. Duty to determine affordable borrowing limit.	Section 3 of the Local Government Act 2003 (c. 22).		

Part 3.1 (Table 1) RESPONSIBILITY FOR COUNCIL FUNCTIONS Cont'd

I. Miscellaneous functions Cont'd

Function	Provision of Act or Statutory Instrument	Delegated to	Further delegated to
15. Approval of annual investment strategy in accordance with guidance.	Section 15 of the Local Government Act 2003.	Council	
16. Duty to make arrangements for proper administration of financial affairs	Section 151 of the Local Government Act 1972 (c. 11).	Council	Section 151 Officer
17. Power to make or revoke an order designating a locality as an alcohol disorder zones	Section 16 of the Violent Crime Reduction Act 2006 (now repealed)		
18. Functions relating to Family Absence of Local Authority Members	The Family Absence for Members of Local Authorities (Wales) Regulations 2013		

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS

Function	Decision-making body	Membership	Delegation of functions
1. Any function under a local Act other than a function specified or referred to in Schedule 1.	Cabinet	All Cabinet Members	None
2. The determination of an appeal against any decision made by or on behalf of the authority.	Council	All Members of the Council	Save for the functions delegated to the Appeals Panel
3. Functions in relation to the revision of decisions made in connection with claims for housing benefit or council tax benefit and for appeals against such decisions under section 68 of and Schedule 7 to the Child Support, Pensions and Social Security Act 2000	Cabinet	All Cabinet Members	
4. The making of arrangements in relation to appeals against the exclusion of pupils in maintained schools under section 52 of the Education Act 2002.	Cabinet	All Cabinet Members	Corporate Lead Officer Schools and Culture; Corporate Lead Officer Legal & Governance Services;
5. The making of arrangements pursuant to section 94(1), (1A) and (4) of, and Schedule 24 to, the School Standards and Framework Act 1998 (admission appeals).			
6. The making of arrangements pursuant to section 95(2) of the School Standards and Framework Act 1998 (children to whom section 87 applies: appeals by governing bodies).			
7. The making of arrangements under section 20 (questions on police matters at council meetings) of the Police Act 1996 for enabling questions to be put on the discharge of the functions of a police authority.	Council	All Members of the Council	

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
8. The making of appointments under paragraphs 2 to 4 (appointment of members by relevant councils) of Schedule 2 (police authorities established under section 3) to the Police Act 1996.	Council	All Members of the Council	Joint Committee appointed under Paragraph 2(2) of Schedule 2 to the Police Act 1996
9. The conducting of best value reviews in accordance with the provisions of any order for the time being having effect under section 5 (best value reviews) of the Local Government Act 1999 or action under the Wales Improvement Measure as appropriate.	Cabinet	All Cabinet Members	Cabinet Members, Corporate Directors and Corporate Lead Officers
10. Any function relating to contaminated land.	Council	All Members of the Council	Corporate Lead Officer Policy, Performance and Public Protection, Corporate Lead Officer Highways and Environmental Services
11. The discharge of any function relating to the control of pollution or to the Declaration of an Air Quality Management Area	Council	All Members of the Council	Corporate Lead Officer Policy, Performance and Public Protection.
12. The service of an abatement notice in respect of a statutory nuisance.	Cabinet	All Cabinet Members	Corporate Lead Officer Policy Performance and Public Protection.
13. The passing of a resolution that Schedule 2 to the Noise and Statutory Nuisance Act 1993 should apply in the authority's area.	Council	All Members of the Council	
14. The inspection of the authority's area to detect any statutory nuisance.	Cabinet	All Cabinet Members	Corporate Lead Officer Policy, Performance and Public Protection, Corporate Lead Officer Highways
15. The investigation of any complaint as to the existence of a statutory			

nuisance.			and Environmental Services
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Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
16. The obtaining of information under section 330 of the Town and Country Planning Act 1990 as to interests in land.	Cabinet	All Cabinet Members	Corporate Lead Officer Policy, Performance and Public Protection, Corporate Lead Officer Highways and Environmental Services
17. The obtaining of particulars of persons interested in land under section 16 of the Local Government (Miscellaneous Provisions) Act 1976	Cabinet	All Cabinet Members	All Corporate Directors and Corporate Lead Officers
18. Any of the following functions in respect of highways -			
(a) the making of agreements for the execution of highways works.	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services,
(b) The functions contained in the following provisions of Part III of the Highways Act 1980 (Creation of Highways) –			
(i) Section 25 – creation of footpath, bridleway or restricted byway by agreement.	Cabinet	All Cabinet Members	Corporate Lead Officer Economy & Regeneration, Corporate Lead Officer Highways & Environmental Services
(ii) Section 26 – compulsory powers for creation of footpaths, bridleways or restricted byways.	Council	All Members of the Council	Corporate Lead Officer Economy & Regeneration

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
(c) The functions contained in the following provisions of Part V111 of the Highways Act 1980 (stopping up and diversion of highways etc.) -			
(i) Section 116 – power of magistrates’ court to authorise stopping up or diversion of highway.	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(ii) Section 117 – application for order under section 116 on behalf of another person;			
(iii) Section 118 – stopping up of footpaths, bridleways and restricted byways;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(iv) Section 118ZA – application for a public path extinguishment order;			
(v) Section 118A – stopping up of footpaths, bridleways and restricted byways crossing railways;			

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
(vi) Section 118B – stopping up of certain highways for purposes of crime prevention etc.;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(vii) Section 118C – application by proprietor of school for special extinguishment order;			
(viii) Section 119 – diversion of footpaths, bridleways and restricted byways;			
(ix) Section 119ZA – application for a public path diversion order;			
(x) Section 119A – diversion of footpaths, bridleways and restricted byways crossing railways;			
(xi) Section 119B – diversion of certain highways for purposes of crime prevention etc.;			

**Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS
(Cont'd)**

Function	Decision-making body	Membership	Delegation of functions
(xii) Section 119C – application by proprietor of school for special diversion order;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(xiii) Section 119D – diversion of certain highways for protection of sites of special scientific interest;			
(xiv) Section 120 – exercise of powers of making public path extinguishment and diversion orders;			
(xv) Section 121B – register of applications;			
(d) the functions contained in the following provisions of Part IX of the Highways Act 1980 (lawful and unlawful interference with highways and streets)-			
(i) Section 130 – protection of public rights;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(ii) Sections 139 – control of builders' skips;	Cabinet		

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
(iii) Section 140 – removal of builders' skips;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(iv) Section 140A(7) – builders' skips: charges for occupation of the highway;			
(v) Section 142 – licence to plant trees, shrubs etc. in a highway;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services
(vi) Section 147 – power to authorise erection of stiles etc. on footpath or bridleway;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration and Corporate Lead Officer Porth Gofal Targeted Intervention Services
(vii) Section 147ZA – agreements relating to improvements for benefit of persons with mobility problems;			
(viii) Section 149 – removal of things so deposited on highways as to be a nuisance etc.;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Policy Performance and Public Protection

**Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS
(Cont'd)**

Function	Decision-making body	Membership	Delegation of functions
(ix) Section 169 – control of scaffolding on highways;	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services and Corporate Lead Officer Economy & Regeneration
(x) Section 171 – control of deposit of building materials and making of excavations in streets			
(xi) Section 171A and regulations made under that section – works under s169 or s171: charge for occupation of the highway;			
(xii) Section 172 – hoardings to be set up during building etc.;			
(xiii) Section 173 – hoardings to be securely erected;			
(xiv) Section 178 – restriction on placing of rails, beams etc. over highways;			
(xv) Section 179 – control of construction of cellars etc. under street;			
(xvi) Section 180 – control of openings into cellars etc. under streets, and pavement lights and ventilators			

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
(e) exercising functions under section 35 of the Wildlife and Countryside Act 1982 (limestone pavement orders); and	Cabinet	All Cabinet Members	Corporate Lead Officer Economy & Regeneration
(f) exercising functions under section 53 of the Wildlife and Countryside Act 1981 (duty to keep definitive map and statement under continuous review)			
19. The appointment of any individual (a) to any office other than an office in which he is employed by the authority; (b) to anybody other than — (i) the authority; (ii) a joint committee of two or more authorities; or (c) to any committee or sub-committee of such a body, and the revocation of any such appointment.	Council in relation to Council-related functions Cabinet in relation to Cabinet-related functions	All Members of the Council or Cabinet where appropriate	None
20. Power to make payments or provide other benefits in cases of maladministration etc.	Council	All Members of the Council	Monitoring officer in relation to payments of £1,000 or below
21. The discharge of any function by an authority acting as a harbour authority.	Cabinet	All Cabinet Members	Corporate Lead Officer Highways & Environmental Services

Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS (Cont'd)			
Function	Decision-making body	Membership	Delegation of functions
<p>22. Functions in respect of the calculation of council tax base in accordance with any of the following—</p> <p>(a) the determination of an item for T in section 33(1) and 44(1) of the Local Government Finance Act 1992;</p> <p>(b) the determination of an amount for item TP in sections 34(3), 45(3) 48(3) and 48(4) of the Local Government Finance Act 1992;</p> <p>(c) the determination of an amount required for determining an amount for the item mentioned in paragraph (a) or (b) above.</p>	Cabinet	All Cabinet Members	None
<p>23. Licensing functions in accordance with Part 2 of the Licensing Act 2003 except section 6.</p>	Council	All Members of the Council	Licensing Committee
<p>24a. Functions in respect of gambling under the following provisions of the Gambling Act 2005 –</p> <p>(i) Section 29 – licensing authority information;</p> <p>(ii) Section 30 – other exchange of information;</p>	Council	All Members of the Council	Corporate Lead Officer Policy Performance and Public Protection

**Part 3.2 (Table 2) RESPONSIBILITY FOR LOCAL CHOICE FUNCTIONS
(Cont'd)**

Function	Decision-making body	Membership	Delegation of functions
(iii) Section 284 – removal of exemption; (iv) Section 304 – authorised persons; (v) Section 346 – prosecutions by licensing authority; (vi) Section 350 – exchange of information; (vii) Part 5 of Schedule 11 – registration with local authority			
24b. Functions in respect of gambling under the following provisions of the Gambling Act 2005 – (i) Section 166 – resolution not to issue casino licences; (ii) Section 349 – three-year licensing policy;	Council	All Members of the Council	
24c. Functions in respect of gambling under the following provisions of the Gambling Act 2005 – (i) Section 212 and regulations made under that section – fees;	Cabinet	All Members of Cabinet	
25a. Functions in respect of approval by a local authority under section 51 or a determination by a Local Authority under section 53 of the School Standards and Organisation (Wales) Act 2013 (i) Section 41 proposals to establish	Council	All Members of the Council	

<p>mainstream schools</p> <p>(ii) Section 43: proposals to discontinue mainstream schools</p> <p>(iii) Section 44: proposals to</p> <p>a) establish a new community special school</p> <p>b) to discontinue such a school</p>			
<p>25b. Functions in respect of approval by a local authority under section 51 or a determination by a Local Authority under section 53 of the School Standards and Organisation (Wales) Act 2013</p> <p>(ii) Section 42 proposals to alter mainstream schools</p> <p>(iii) Section 44-proposals to make a regulated alteration to a community special school</p> <p>(iv) Section 45 proposals to change a school category</p>	Cabinet	All Cabinet Members	
<p>25c. Functions in respect of approval of the Council's Welsh in education strategic plan for submission to the Welsh Ministers for approval, for publication and implementation by the Council under sections 84 and 85 of the School Standards and Organisation (Wales) Act 2013</p> <p>(i) S.84 Preparation of Welsh in education strategic plans;</p> <p>(iii) S.85 Approval, publication and</p>	Cabinet	All Cabinet Members	

implementation of Welsh in education strategic plans			
<p>26. Functions in respect of Section 108 – Local Government and Elections (Wales) Act 2021</p> <ul style="list-style-type: none"> • a)S91 (a) self-assessment: report • b) section 91(8) (response to recommendations about report <p>b)S91(8) response to report of panel performance assessment);</p> <p>c)S92(1) appointment of performance assessment panel;</p> <p>d)S93(1) response to recommendations about response to report of panel assessment</p> <p>e)S93(5) response to recommendations about response to report of panel;</p> <p>f)S96(1) Auditor General for Wales reports: response to recommendations from the Auditor General for Wales,</p> <p>g)S96(5) response to recommendations about response to the Auditor General for Wales,</p> <p>h) S102 request to the Welsh Ministers for support and assistance</p>	<p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p> <p>Cabinet</p>	<p>All Cabinet Members</p> <p>All Cabinet Members</p> <p>All Cabinet Members</p> <p>All Cabinet Members</p> <p>All Cabinet Members</p> <p>All Cabinet Members</p> <p>All Cabinet Members</p> <p>All Cabinet Members</p>	

	Cabinet	All Cabinet Members	
	Cabinet	All Members of the Council	
	Council		
27. Functions in respect of the appropriation of land held by the Council for any purpose or function for which the Council is authorised to acquire land by statute including but not limited to: Section 122 Local Government Act 1972: Appropriation of land by principal councils; Section 229 Town and Country Planning Act 1990: Appropriation of land forming part of common, etc; Section 19 Housing Act 1985: Appropriation of land;	Council	All Members of the Council	

Part 3.3 (Table 3) COMMITTEES OF THE COUNCIL

Committee	Functions	Delegation of Functions
<p>Development Management Committee</p> <p>(15 Members (may include Cabinet Members))</p>	<p>Development Management Committee – Terms of Reference</p> <ol style="list-style-type: none"> 1. Functions relating to town and country planning and development control as specified in Part A of Part 3.1 Table 1 above ('Functions relating to town and country planning and development control'), together with functions under items 3 and 4 of Part I of Table 1 ('Miscellaneous functions'). 2. To carry out the Authority's statutory planning functions in relation to the determination of applications and allied issues relating to development and the regulation of uses and activities. 3. To consider and determine applications, so as to advance and contribute to the Council's Corporate Strategy and Priorities through thorough consideration of major developments county-wide. 4. To make planning decisions based on sound material planning considerations, and not personal circumstances, opinions or feelings. 5. To take into account the sustainable development principle in determining planning applications. 6. The power to act, all the powers and duties of the Authority relating to the consideration of planning, listed building and conservation area applications, notification schemes, tree preservation orders, the control of development and the enforcement of such control, and other consultation schemes where appropriate. 7. To receive reports from time to time from the Chief Executive or Corporate Lead Officer for Economy and Regeneration 	<p>See Part 3.1 Table 1(Part A) above ('Functions relating to town and country planning and development control')</p>

	<p>and other Officers on the exercise of any functions relating to the control of development which may have been delegated to them.</p> <p>8. To deal with all applications:</p> <ul style="list-style-type: none"> a. made by the Council as landowner; b. relating to major developments; c. made by a Member or close personal associates; or d. made by <ul style="list-style-type: none"> I. Chief Officers (Chief Executive, Corporate Directors and Corporate Lead Officers); II. All staff employed by the Planning Service(s) including development management and Forward Planning; and III. Any other Staff closely linked to the planning services or a particular planning application or by their close personal associates. <p>9. To prioritise making sound planning judgements in line with all relevant national and local planning policy that advances the corporate strategies and priorities of the Council unless there are other material considerations.</p> <p>10. To determine applications in accordance with the Local Development Plan, the central tenants of the Well-being of Future Generations (Wales) Act 2015, and to deliver the Council's Corporate Priorities:</p> <ul style="list-style-type: none"> ○ Corporate Priority 1 – Boosting the Economy; ○ Corporate Priority 2 – Investing in People's Future; ○ Corporate Priority 3 – Enabling individual and Family Resilience; 	
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	<p>and</p> <ul style="list-style-type: none">○ Corporate Priority 4 – Promoting Environmental and Community Resilience.	
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Committee	Functions	Delegation of Functions
<p>Licensing Committee</p> <p>(11 Members)</p>	<p>Licensing and Registration Functions as specified in Part B of Table 1 above, together with functions under item 10 of Part I of Table 1.</p> <p>Licensing Functions and Functions in respect of Gambling as specified in Table 2 above, Functions 23 & 24).</p> <p>To recommend to the Council additions and/or amendments to policy in relation to the functions of the Committee.</p> <p>To determine suspension/revocation of personal licences pursuant to s132 of the Licensing Act 2003</p> <p>To determine contentious applications for the initial granting or renewal of licences to drive a hackney carriage or a private hire vehicle.</p> <p>To determine contentious applications for the initial grant or renewal of operators licences. To determine contentious applications and requests for licence reviews under the Licensing Act 2003 and the Gambling Act 2005. To determine applications for permits for house to house and street collections. To suspend, vary, revoke or refuse house to house, street collections, drivers, operators and vehicle licences.</p> <p>To determine contentious applications under the Motor Salvage Operators’ Registration Scheme.</p> <p>To hear representations and determine relevant applications under the Scrap Metal Dealers Act 2013 as appropriate.</p>	<p>See Table 1 (Parts B and I) and Table 2 above.</p>

	Licensing Sub Committee to determine applications for the grant of 3 or more gaming machines on alcohol licensed premises, or applications which are subject to objection	
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Committee	Functions	Delegation of Functions
Ethics and Standards Committee (9 Members: 2 County Councillors, 2 Town and Community Members and 5 Independent Members)	As set out in Article 9 of Part 2 to the Constitution	None

Committee	Functions	Delegation of Functions
<p>Governance and Audit Committee</p> <p>(3 Lay Persons and 6 County Councillors - 1/3 Lay Person composition)</p>	<p>Governance and Audit Committee – Terms of Reference 2018</p> <p><u>Statement of Purpose</u></p> <ol style="list-style-type: none"> 1 The Governance and Audit Committee is a key component of the Council’s corporate governance framework. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards. 2 The purpose of the Governance and Audit Committee is to provide independent assurance to full Council and management of the adequacy of the risk management framework and the internal control environment. It provides an independent review of the Council’s governance, risk management and control frameworks and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place. 3. On 26/10/23 Council resolved that meetings be held by remote-means only (18 Month pilot exercise) <p><u>Governance Risk and Control</u></p> <ol style="list-style-type: none"> 4 To maintain an overview of the Council’s Constitution in respect of: Contract Procedure Rules, Finance Regulations and Code of Conduct. 5 To review the Council's corporate governance arrangements against the governance framework, including the ethical framework and consider the Local Code of Corporate Governance Governance Framework. 6 To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account internal audit's opinion on the overall adequacy and 	<p>None</p>

	<p>effectiveness of the Council's framework of governance, risk management and control. Also, monitor compliance with the CIPFA Code of Practice for the Governance of Internal Audit in UK Local Government.</p> <p>7 To consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements.</p> <p>8 To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council.</p> <p>9 To monitor the effective development and operation of risk management in the Council.</p> <p>10 To monitor progress in addressing risk-related issues reported to the Committee.</p> <p>11 To consider reports on the effectiveness of internal controls and the implementation of agreed actions.</p> <p>12 To review the assessment of fraud risks and potential harm to the Council from fraud and corruption.</p> <p>13 To monitor the counter-fraud strategy, actions and resources.</p> <p>14 To review the governance and assurance arrangements for significant partnerships or collaborations, where applicable.</p> <p>15 To consider the Corporate Risk Register.</p> <p>16 To consider the Council's Annual Improvement Report.</p> <p>17 To review and assess the performance assessment of the Council.</p> <p>18 To review and assess the Council's draft annual Self-Assessment Report and make any necessary recommendations to Council for changes to:</p> <p>(a) the conclusions; or</p> <p>(b) anything included in the report relating to what actions the Council intends to take, or actions it has already taken, with a view to increasing the extent to which the Council will meet the performance requirements in the financial year following the financial year to which the report relates.</p> <p>19 To consider the Panel Performance Assessment Report, review the Council's draft response to the report of the Panel,</p>	
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	<p>and make necessary recommendations for changes to the statements made in the draft response.</p> <p>20 To consider any Auditor General Report following a special inspection of the Council, review and assess the Council's draft response to any Auditor General Report and make any recommendations for changes to the statements made in the Council's draft response relating to what action, if any, the Council intends to take in response to the Auditor General's recommendations.</p> <p><u>Internal Audit</u></p> <p>21 To approve the Internal Audit Charter.</p> <p>22 To consider proposals made in relation to the appointment of any external providers of internal audit services.</p> <p>23 To approve the risk-based Internal Audit Plan, including Internal Audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.</p> <p>24 To approve significant interim changes to the risk-based Internal Audit Plan and resource requirements.</p> <p>25 To make appropriate enquiries of both management and the Head of Internal Audit ("Chief Internal Auditor") to determine if there are any inappropriate scope or resource limitations.</p> <p>26 To consider reports from the Head of Internal Audit on internal audit's performance during the year, including the performance of any external providers of internal audit services. These will include:</p> <ul style="list-style-type: none"> a. Updates on the work of Internal Audit including key findings, issues of concern and action in hand as a result of internal audit work. b. Regular reports on the results of the Quality Assurance and Improvement Programme. c. Reports on instances where the internal audit function does not 	
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	<p>conform to the Public Sector Internal Audit Standards and Local Government Application Note, considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement.</p> <p>27 To consider the Head of Internal Audit's annual report regarding:</p> <ul style="list-style-type: none"> d. The statement of the level of conformance with the Public Sector Internal Audit Standards and Local Government Application Note and the results of the Quality Assurance and Improvement Programme that support the statement - these will indicate the reliability of the conclusions of internal audit. e. The opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control together with the summary of the work supporting the opinion - these will assist the committee in reviewing the Annual Governance Statement. <p>28 To consider summaries of specific Internal Audit reports as requested.</p> <p>29 To receive reports outlining the action taken where the head of internal audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.</p> <p>30 To contribute to the Quality Assurance and Improvement Programme and in particular, to the external quality assessment of internal audit that takes place at least once every five years.</p> <p>31 To consider a report on the effectiveness of Internal Audit to support the Annual Governance Statement, where required to do so by the Accounts and Audit (Wales) Regulations 2014</p> <p>32 To support effective communication with the head of audit.</p> <p>33 To commission work from Internal Audit</p>	
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	<p><u>External Audit & Regulators</u></p> <p>34 To consider the external auditor's annual letter, relevant reports and the report to those charged with governance.</p> <p>35 To consider specific reports as agreed with the external auditor.</p> <p>36 To comment on the scope and depth of external audit work and to ensure it gives value for money.</p> <p>37 To commission work from external audit.</p> <p>38 To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.</p> <p>39 To consider reports from external regulators (including but not exclusive to: WAO, PSOW, GRO, CSIW, Estyn).</p> <p>40 Consider any Report received from the Auditor General, and the Council's draft response.</p> <p><u>Financial Reporting</u></p> <p>41 To review the annual statement of accounts and related reports. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.</p> <p>42 To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.</p> <p><u>Accountability Arrangements</u></p> <p>43 To report to those charged with governance on the Audit Committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements, and internal and external audit functions.</p> <p>44 To report to full Council on the Audit Committee's performance in relation to</p>	
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	<p>the terms of reference and the effectiveness of the Committee in meeting its purpose.</p> <p>45 To publish an annual report on the work of the Committee.</p> <p><u>Performance Reporting</u></p> <p>46 To consider reports on compliments, complaints and Freedom of Information activity.</p> <p>47 To review and assess the Council’s ability to handle complaints effectively.</p> <p>48 To make reports and recommendations in relation to the Council’s ability to handle complaints effectively.</p>	
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Committee	Functions	Delegation of Functions
<p>Democratic Services Committee</p> <p>(6 members)</p>	<p>To carry out the local authority's function of designating the Head of Democratic Services (HDS).</p> <p>Keep under review the provision of staff, accommodation and other resources made available to the HDS, in order to ensure that it is adequate for the responsibilities of the post.</p> <p>Make reports, at least annually, to the full council in relation to these matters.</p> <p>To consider, and make recommendations to the Council, concerning the timing of meetings.</p> <p>To oversee the training and development of Members.</p> <p>On 26/10/23 Council resolved that meetings be held by remote-means only (18 Month pilot exercise)</p>	None
<p>Appeals Panel</p> <p>(3 Members out of a pool of 7 members)</p>	<p>To determine appeals by members of staff in accordance with the Council's policies and procedures save for those referred to in Part 4 Document H.</p>	
<p>Short-listing Committee</p> <p>(7 Members)</p>	<p>To produce a shortlist of qualified applicants for Chief Executive, Corporate Director and Corporate Lead Officer Posts, to include interviewing of such applicants if needs be, for recommending to Council.</p>	

Committee	Functions	Delegation of Functions
<p>Language Committee</p> <p>(7 Members)</p>	<p>To provide direction for the promotion and facilitation of the Welsh Language in Ceredigion. The Committee may require any member or officer of the Council to attend before it to answer questions and may invite other persons to attend meetings of the Committee.</p> <p>The committee is responsible for fulfilling the following functions:</p> <ul style="list-style-type: none"> • To set strategic direction in response to the Language Standards set by the Welsh Language Commissioner, • Monitor progress with the implementation of the Welsh Language Standards • Agree an annual report on progress with the Welsh Language Standards to the Welsh Language Commissioner • Play an active role in the development of other key areas of work relating to the Welsh Language - Welsh Language in Education Strategy; ‘More than Just Words’ Strategic Framework, Local Development Plan • To receive progress reports on the work of Cered (Menter Iaith Ceredigion) and Theatr Felinfach • To offer recommendations to promote and increase the use of the Welsh language in all aspects of the Council's work • To review the implementation of the Ceredigion Language Strategy, paying attention to the Council’s work and any partnership work or joint working • Receiving information / consultations on matters relating to the Welsh Language as required and respond as appropriate. <ul style="list-style-type: none"> • Make recommendations to Cabinet and/or Council as appropriate 	<p>None</p>

Committee	Functions	Delegation of Functions
<p>Charity Trustee Committee</p> <p>(10 members)</p>	<p><u>Terms of reference of the Charity Trustee Committee</u></p> <p>Role:</p> <ul style="list-style-type: none"> • To act as trustee in respect of all trusts that the Council is the trustee of. • To make decisions in relation to charitable assets in the best interests of the charity. • To receive reports on charitable issues and to ensure the requirements of the Charity Commission and charity law are adhered to in so far as they relate to the charitable assets held by the Council on trust. <p><u>Purpose:</u></p> <ul style="list-style-type: none"> • Charitable trustees are required to act in the best interests of the charity when making decisions in respect of it and must exercise reasonable skill and care in doing so. • The decisions of the Committee and responsibility for them will be collective. • Members of the Committee will benefit from the general indemnity granted by the Council to Members and Officers, provided that they act honestly, within their powers and that of the charity, and in good faith. <p>Membership:</p> <p>The 5 Chairs of the Council's Overview and Scrutiny Committees will be members of the Committee, with voting rights.</p> <p>The 5 Vice-Chairs of the Council's Overview and Scrutiny Committees will be members of the Committee, with voting rights.</p> <p>Quorum</p> <p>Charity Trustee Committee quorum is 3 (of all</p>	<p>See Art. 9.3 above</p>

	<p>voting members).</p> <p>Meetings:</p> <p>Meetings of the Charity Trustee Committee be provisionally scheduled to take place following each Overview and Scrutiny Co-ordinating Committee but not held if there is no trustee business to attend to.</p> <p>Delegation of trustee responsibilities:</p> <p>A power is delegated to the Chair of the Charity Trustee Committee (or the Vice-Chair in the Chair’s absence) to decide on any matters arising which require authorisation within a timeframe of 10 working days subject to the following conditions:</p> <ul style="list-style-type: none"> a) The relevant power is to be exercised exclusively by the Chair (or Vice-Chair during the Chair’s absence). b) No expenditure may be incurred on behalf of the charity unless it relates to emergency works on a trust asset to include, but not be limited to, making the same safe or avoiding harm to the public or neighbouring land. c) The Chair (or Vice-Chair, where they Chair was absent during the time when the decision was taken) must report back the decision at the next meeting of the Charity Trustee Committee; and d) The trustees should keep the decision to delegate under constant review. 	
<p>Overview and Scrutiny Committees</p>	<p>See Article 6 above</p>	

Part 3.4 (Table 4) RESPONSIBILITY FOR CABINET FUNCTIONS

Cabinet functions comprise all the functions of the Council, with the exception of.

- 3.4.1 Council functions set out in Table 1 above.
- 3.4.2 Those local choice functions allocated to the Council set out in Table 2 above.
- 3.4.3 Functions that cannot be the sole responsibility of the Cabinet as set out in Article 4 of Part 2 of the Constitution.
- 3.4.4 Potential decisions that conflict with.
 - the Council's budget or borrowing plans.
 - Financial Regulations or financial standing orders.
 - the Council's overall strategy or policy framework.

and in such cases the Cabinet must pass the decision to the Council for final determination.

- 3.4.5 Article 7.1 of the Constitution provides that all of the Council's functions which are not the responsibility of any other part of the Council whether by law or under the Constitution will be carried out by Cabinet. This section sets out:
 - the role of Cabinet Members within their respective portfolios,
 - the allocation of service responsibilities to individual Cabinet Members, and
 - those Cabinet Functions which have been delegated to individual Cabinet Members.

Portfolio	Roles, Service Responsibilities and Functions
<p>Leader of the Council</p>	<p>Roles and responsibilities of the Leader</p> <p>a) To provide political leadership to the Council, including:</p> <ul style="list-style-type: none"> • being the principal spokesperson for the Council • providing strong, clear leadership in the development and co-ordination of policies, strategies, plans and service delivery. • to recommend to Council the appointment of Member Champions <p>b) Appointing the Cabinet, including:</p> <ul style="list-style-type: none"> • choosing the number of Councillors to serve on the Cabinet and their respective portfolios. • designating a Deputy Leader • determining the executive functions delegated to the Cabinet, committees of the Cabinet, individual Cabinet Members, Officers and those undertaken via joint arrangements. <p>c) To provide community leadership, including.</p> <ul style="list-style-type: none"> • acting as a leader of the local community by demonstrating and promoting the Council’s Vision, aims and objectives. • providing leadership to local strategic partnerships in the pursuit of common aims and priorities, including the Ceredigion Public Service Board <p>d) Representing the Council on external organisations, including:</p> <ul style="list-style-type: none"> • representing the Council on the WLGA (including the Co-ordinating Committee) and LGA • representing the Council on the following local, regional and national organisations: <ul style="list-style-type: none"> - Central and Southwest Wales WLGA Regional Partnership Board - Joint Council for Wales • acting as the Council member of the Mid Wales Corporate Joint Committee. Where the Leader

	<p>is unable to discharge their functions in respect of the Mid Wales Corporate Joint Committee, the Council shall appoint another member of the Cabinet to discharge those functions on behalf of the Council.</p> <ul style="list-style-type: none"> • Acting as one of the Council's Representatives on the Ceredigion Public Services Board. <ul style="list-style-type: none"> ○ The Leader shall be one of the Council's two representatives at meetings of the Ceredigion Public Services Board. ○ The Leader may designate another member of the Cabinet to attend a meeting of the Ceredigion Public Services Board in their absence. The leader shall designate the Deputy Leader to attend in their absence unless the Deputy Leader is also not available in which case the Leader shall designate another Member of Cabinet. <p>e) Managing and leading the work of the Cabinet, including:</p> <ul style="list-style-type: none"> • chairing meetings • effectively managing the work of the Cabinet • ensuring that a Cabinet Forward Work Plan is in place. <p>f) Providing portfolio leadership for the following:</p> <ul style="list-style-type: none"> • Service delivery • Community leadership • Finance and budgetary control • Employee relations • Welsh Language Standards <p>g) Working with others, including:</p> <ul style="list-style-type: none"> • participating in the collective decision-making of the Cabinet • working with Cabinet Members, Non-executive Members and Officers in order to ensure Council policies, the budgetary framework and the continuous improvement agenda is carried out effectively in order to ensure the delivery of high-
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	quality services within existing resources to local people
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All Cabinet Members	Roles and responsibilities of the Cabinet members
	A - General
	<p>a) Providing portfolio leadership, including:</p> <ul style="list-style-type: none"> • reporting to the Cabinet, Leader, Council, Overview and Scrutiny Committees in respect of services within the portfolio • giving political direction to officers working within the portfolio • formulating and developing plans, policies and strategies in respect of services within the portfolio for adoption and revision by the Council • liaising with the Chairperson of the respective Overview and Scrutiny Committee in respect of services within the portfolio • having an overview of the performance management, efficiency and effectiveness of the services within the portfolio <p>b) Working with others, including:</p> <ul style="list-style-type: none"> • Participating in the collective decision-making of the Cabinet • Working with the Leader of the Council, Cabinet Members, Non-executive Members and Officers in order to ensure Council policies, the budgetary framework and the continuous improvement agenda is carried out effectively in order to ensure the delivery of high quality services within existing resources to local people <p>c) Contributing towards community leadership, including;</p> <ul style="list-style-type: none"> • promoting the Council’s Vision, aims and objectives within the community • representing the Council on local strategic partnerships and the promotion of common aims and priorities <p>d) Representing the Council on external organisations, as appointed.</p>

	B - Specific portfolio roles and responsibilities
<p>Leader of the Council and Cabinet Member for:</p> <p>Democratic Services,</p> <p>Policy, Performance and People and Organisation.</p>	<p>Services: Democratic Services, Policy, Performance and People and Organisation.</p> <p>Internal panels/working groups/fora: Asset Management Group, Development Group, Corporate Employee Forum, Housing Grants Panel, Equalities Group and Performance Management Board.</p> <p>Partnerships/Joint Committees/Agencies: Ceredigion Public Service Board, Mid-Wales Corporate Joint Committee, Mid Wales Joint Committee for Health and Care, and Growing Mid Wales Partnership, and Growing Mid Wales Joint Committee.</p> <p>External bodies: WLGA, WLGA Rural Forum, WLGA Association Executive Board, Aberystwyth University Court of Governors, Joint Council for Wales and Consortium Local Authorities Wales ('CLAW') (Cabinet Member for Economy & Regeneration to deputise in Leader's absence).</p>

	B - Specific portfolio roles and responsibilities
<p>Deputy Leader of the Council and Cabinet Member for:</p> <p>Through Age and Wellbeing</p>	<p>Services: Through Age and Wellbeing.</p> <p>Internal panels/working groups/fora: Corporate Employee Forum, Performance Management Board, Emergency and Business Continuity Management Group, Corporate Parenting Group, Housing Grants Panel and Development Group.</p> <p>Partnerships/Joint Committees/Agencies: Aberystwyth-Shrewsbury Railway Line Liaison Committee, Corporate Passenger and Transport Unit Reference Group, Cinch Caron Project Board, Carers Alliance, West Wales Partnership Board, Youth Justice Management Board and Mid Wales Adoption Panel.</p> <p>External bodies: WLGA, Ceredigion Sports Council</p>

	B - Specific portfolio roles and responsibilities
<p>Cabinet Member for: Schools, Lifelong Learning and Skills.</p>	<p>Services: Schools, Lifelong Learning and Skills.</p> <p>Internal panels/working groups/fora:</p> <p>Partnerships/Joint Committees/Agencies: Corporate Passenger and Transport Unit Reference Group.</p> <p>External bodies:</p>

	B - Specific portfolio roles and responsibilities
Cabinet Member for: Finance and Procurement Services.	<p>Services: Finance and Procurement Services.</p> <p>Internal panels/working groups/fora: Asset Management Group, Development Group, Housing Grants Panel, Community Grants Panel and Capital Monitoring Group.</p> <p>Partnerships/Joint Committees/Agencies:</p> <p>External bodies: Ceredigion Sports Council.</p>

	B - Specific portfolio roles and responsibilities
<p>Cabinet Member for:</p> <p>Culture, Leisure and Customer Services.</p>	<p>Services: Culture, Leisure and Customer Services.</p> <p>Internal panels/working groups/fora:</p> <p>Partnerships/Joint Committees/Agencies: Growing Mid Wales Joint Committee</p> <p>External bodies:</p>

	B - Specific portfolio roles and responsibilities
<p>Cabinet Member for:</p> <p>Partnerships, Housing, Legal & Governance and Public Protection</p>	<p>Services: Partnerships, Housing, Legal & Governance and Public Protection</p> <p>Internal panels/working groups/fora: Emergency and Business Continuity Management Group</p> <p>Partnerships/Joint Committees/Agencies: Cylch Caron Project Board (non-voting right), Strategic Housing Partnership, West Wales Care & Repair Board of Management and Growing Mid Wales Joint Committee.</p> <p>External bodies:</p>

	B - Specific portfolio roles and responsibilities
Cabinet Member for: Highways and Environmental Services and Carbon Management.	<p>Services: Highways and Environmental Services and Carbon Management.</p> <p>Internal panels/working groups/fora: Asset Management Group, Waste Strategy Group, Corporate Health and Safety Forum and Carbon Management Group.</p> <p>Partnerships/Joint Committees/Agencies: Trafnidiaeth Canolbarth Cymru (TraCC), Growing Mid Wales Partnership, Harbour Users Group, Traffic Management Consultative Group, Corporate Passenger and Transport Unit Reference Group, PATROL (Parking and Traffic Regulations Outside London Adjudication Joint Committee) and Growing Mid Wales Joint Committee.</p> <p>External bodies: North and Mid Wales Trunk Road Agency, Penllyn and Sarnau Special Area of Conservation and Dyfi Biosphere Partnership.</p>

	B - Specific portfolio roles and responsibilities
Cabinet Member for: Economy and Regeneration	<p>Services: Economy and Regeneration.</p> <p>Internal Panels/working groups/fora: Asset Management Group, Community Grants Panel, Housing Grants Panel and Development Group.</p> <p>Partnerships/ Joint Committees/Agencies: Enterprise & Innovation Project Group ('PSB'), Trafnidiaeth Canolbarth Cymru (TraCC), Local Access Forum, Growing Mid Wales Partnership and Growing Mid Wales Joint Committee.</p> <p>External bodies: Consortium Local Authorities Wales ('CLAW') (to deputise in Leader's absence) .</p>

Part 3.5 SCHEME OF DELEGATION TO OFFICERS

Responsibility for Council and Cabinet Functions – Onward limits on delegation

This scheme delegates certain functions of the Council and Cabinet to officers and should be interpreted widely rather than narrowly. It is divided into the following subsections:

- A – Delegation to Officers – General Conditions
- B – General Delegations to Chief Executive, Corporate Directors and Corporate Lead Officers
- C – Delegations to the Chief Executive
- D – Delegations to the Monitoring Officer
- E – Delegations to the Head of Democratic Services
- F – Delegations to the Corporate Lead Officer Highways & Environmental Services.
- G– Delegations To the Head of Policy, Performance and Public Protection
- H- Delegations to the Corporate Lead Officer Economy & Regeneration
- I. – Delegations to the Corporate Lead Officer Porth Cymorth Cynnar
- J – Delegations in respect of Corporate Lead Officer Porth Gofal Targeted Intervention (Deputy Director of Social Services) and Corporate Lead Officer Porth Cynnal Specialist Through Age Services (Statutory Director of Social Services)
- K – Delegations to the Corporate Lead Officer-Schools and Corporate Lead Officer – Lifelong Learning
- L– Delegations to the Corporate Lead Officer Finance & Procurement (Section 151 Officer / Chief Finance Officer)
- M – Delegations to the Corporate Lead Officer Customer Contact, ICT and Digital.
- N – Delegations to the Corporate Lead Officer People and Organisation

PROVIDED ALWAYS that the decision is:

- a) within the Council's budget or borrowing plans.
- b) within the Council's overall strategy or policy framework.
- c) Within Financial Regulations and Accompanying Financial Procedures; and
- d) Not a matter specifically reserved for Full Council, a Committee of the Council, Cabinet, a Statutory Officer, the Chief Executive, or Corporate Directors or Corporate Lead Officers.

G DELEGATIONS TO THE CORPORATE LEAD OFFICER POLICY, PERFORMANCE & PUBLIC PROTECTION

The following functions are to be delegated to the Corporate Lead Officer Policy, Performance & Public Protection including Strategic Partnerships, Engagement and Equalities, Complaints, Compliments and Freedom of Information, Public Protection Services, (including Environmental Health, Animal Health, Food Safety and Trading Standards, Licensing and related activities), Corporate Performance, Research, Policy and counter-terrorism, and to any officers authorised by the relevant Corporate Lead Officer from time to time as appropriate subject to such officers being suitably qualified for the discharge of those duties and functions. These powers can also be exercised by the Chief Executive and Corporate Directors as necessary.

Freedom of Information and Complaints

1. To make suitable and appropriate payments in settlement of complaints against the Council and in local settlement of Ombudsman complaints, such payments to be made from the appropriate budget following consultation with the appropriate Corporate Lead Officer and Cabinet Member.
2. To take all appropriate action in relation to Reports by virtue of sections 16,17 and 21 of the Public Services Ombudsman (Wales) Act 2005.
3. Senior Officer with responsibility over the Internal Review process under FOI and EIR legislation and senior contact officer with the ICO and PSOW.
4. To undertake all relevant operational duties, responsibilities and functions contained in legislation or otherwise falling to Policy and Performance support to implement.

Public Protection Services

1. Definitions
 - 1.1 For the purpose of the matters dealt with in this arrangement, the Corporate Lead Officer means the Corporate Lead Officer Policy, Performance & Public Protection.
 - 1.2 Any reference to an Act in these arrangements includes a reference any amendment thereto or re-enactment thereof or any secondary legislation under it.
2. General Delegation- Specific Powers
 - 2.1 The Corporate Lead Officer (having consulted with the relevant Cabinet Portfolio Holder where necessary and appropriate) is authorised to take any action necessary to protect or promote the Council's interests, subject to the restrictions noted in Part A above.

- 2.2 Without prejudice to the generality of the above provisions, this includes exercising his/her professional judgement to take such decisions as are necessary to implement the Council's policies and to promote the management and delivery of the services which are his/her responsibility.
- 2.3 Any powers granted to the Corporate Lead Officer Policy, Performance & Public Protection may be discharged either in his/her absence by such officer(s) as may be authorised by him/her or in accordance with any general instructions or provisions made by him/her. In the absence of the Corporate Lead Officer Policy, Performance & Public Protection, any officer appointed by him/her to deputise on his/her behalf may also authorise the exercise of the delegated powers. Such authorisations may be granted to persons who are not officers of the Council in agreement with the relevant persons employing authority or organisation. If no such authority has been granted prior to the absence of the Corporate Lead Officer, then the Chief Executive or Corporate Director may authorise such other officer(s) or persons as she/he thinks fit to exercise the powers of the absent Corporate Lead Officer.
- 2.4 The Corporate Lead Officer may authorise his/her staff to exercise such powers as necessary to enter or inspect any land, buildings or properties and to provide any evidence or authority as necessary for discharging their duties in accordance with the Council's statutory powers,.
- 2.5 In relation to matters reserved to the Council, the Cabinet or other Committee or Sub-Committee, if the matter is urgent, the Corporate Lead Officer will be permitted to act in between meetings, in consultation with the relevant Cabinet Portfolio Holder or Chair/Vice Chair of the relevant regulatory committee as appropriate, on condition that any such action is consistent with the Council's general policies and that, if appropriate, a report on the action taken is presented to the next meeting of the Council, the Cabinet, Committee or Sub-Committee.
- 2.6 To determine the appointment of officers for specified purposes to undertake work as inspectors, proper officers, or other similar designations contained in existing or future legislation.
- 2.7 The Corporate Lead Officer Policy, Performance & Public Protection is authorised to act in relation to procurement and contracts within the approved budget and in accordance with the Contract Standing Orders including the power to remove contractors from the approved lists, where there has been a failure to meet Council criteria.
- 2.8 The Corporate Lead Officer Policy, Performance & Public Protection is authorised to act on financial matters, in accordance with the relevant Financial Regulations.

2.9 The Corporate Lead Officer Policy, Performance & Public Protection is authorised for the issuing of determinations, consents, licences or notices on behalf of the Council.

2.10 Authority to undertake work or provide services to third parties subject to resources being available, to there being no adverse impact on the provisions of Council operations, and appropriate charges being levied.

3 Specific powers and duties of Corporate Lead Officer Policy, Performance and Public Protection

3.1 To act within the scheme of delegation, exercise all the Council's functions, duties, regulatory activity and powers, and any which become the Council's responsibility in the future, in relation to:

- Public Protection Services;
- Regulatory offences;
- Trading standards;
- Licensing and Licensing Enforcement;
- Public Health Protection;
- Community Warden Services
- Proper maintenance of land; or
- Environmental offences

including, but not limited to the areas, functions and legislation referenced in the Table at 3.3 below.

3.2 The functions, duties, regulatory activity and powers referred to in 3.1 above include but are not limited to, enforcement powers e.g. taking steps, which may be deemed necessary to prevent offences, educating, issuing statutory notices, issuing simple cautions, prosecuting for offences, appointing inspector(s) under, granting/refusing/varying/suspending/revoking/reinstating licences, arranging for submission of reports, or charging fees.

3.3 Responsibilities for the following functions and relevant legislation:

Area	Function	Legislation (including any other associated legislation)
Public Protection: This includes Environmental Health, Licensing and	Environmental Protection and Environmental Health: to include: <ul style="list-style-type: none"> • Dangerous Trees 	European Union (Withdrawal Agreement) Act 2020 Freedom of Information Act 2000 Local Government (Miscellaneous Provisions) Act 1982

Trading Standards		<p>Local Government (Miscellaneous Provisions) Acts 1953 and 1976 / 1982 Local Government (Wales) Act 1994 Local Government Act 2010 Local Government Acts 1972/1978/1985/1988/1992 / 2000 / 2003 Local Government and Housing Act 1989 National Assistance Act 1948 National Health Service (Amendment) Act 1986 National Health Service Act 1977 Police & Crime Act 2009 Public Interest Disclosure Act 1998</p>
	<p>Environmental Protection to include):</p> <ul style="list-style-type: none"> • Local air quality, • Environmental Permitting • Contaminated land, • Private Water Supplies • Water quality, • Statutory nuisances • Removal and Disposal of Vehicles • Refuse Disposal • Single Use Plastic Products 	<p>Clean Air Act 1993 Climate Change Act 2008 Control of Pollution (Amendment) Act 1989 Control of Pollution act 1974 Energy Act 2004 Environmental Protection Act 1990 Environment Act 1995 Environmental & Safety Information Act 1988 Environmental Protection Act 1990 Flood & Water Management Act 2010 Highways Act 1980 Household Waste Recycling Act 2003 Housing Act 1985 Noise Act 1996 Noise and Statutory Nuisance Act 1993 Party Wall etc Act 1996 Planning Act 2008 Planning and Hazardous Substances Act 1990 Pollution Prevention and Control Act 1999 Prevention of Damage by Pests Act 1949 Prevention of Oil Pollution Act 1971</p>

		<p>Town and Country Planning Act 1990</p> <p>Waste Minimisation Act 1998</p> <p>Water (Fluoridation) Act 1985</p> <p>Water Acts 1945/1948/1973/1989 / 2003</p> <p>Water Consolidation (Consequential Provisional) Act 1991</p> <p>Water Industry Act 1991</p> <p>Water Resources Act 1991</p> <p>Wildlife & Countryside Act 1981</p> <p>Environmental Protection (Single-Use Plastic Products) (Wales) Act 2023</p>
	<p>Food Hygiene</p> <ul style="list-style-type: none"> • Food Hygiene Ratings • Food Fraud 	<p>Food Hygiene Rating (Wales) Act 2013</p> <p>Food Safety Act 1990</p>
	<ul style="list-style-type: none"> • Health & Safety 	<p>Factories Act 1961</p> <p>Fatal Accidents Act 1976</p> <p>Fire and Safety of Places of Sport Act 1987</p> <p>Health & Safety at Work etc Act 1974</p> <p>Mines & Quarries Act 1954</p> <p>Offices, Shops and Railway Premises Act 1963</p>

	<ul style="list-style-type: none"> Animal Health, Welfare and by products 	<p>Agriculture - (Safety, Health and Welfare Provisions) Act 1956 Agriculture (Miscellaneous Provisions) Act 1968 Animal Health Acts 1981 and 2002 Animal Health and Welfare Acts 1981/1984 Animal Welfare Act 2006 Animals Act 1971 Control of Horses (Wales) Act 2014 Protection Against Cruel Tethering Act 1988 Protection of Animals (Amendment) Act 1988 Protection of Animals (Anaesthetics) Act 1954/1964 Protection of Animals Act 1911 The Animal By-Products (Enforcement) (Wales) Regulations 2014</p>
	<p>Public Health</p> <ul style="list-style-type: none"> Infectious Diseases Public Health Funerals Smoking in public places and other locations where restrictions apply Special Procedures Licensing 	<p>Aids Control Act 1987 Building Act 1984 Burial Act 1857 Burials Acts 1952-1906 Burials Law (Amendment) Act 1880 Cremation Act 1902 Cremation Act 1952 Defective premises Act 1972 Equality Act 2010 Health Act 2009 Health act 206 Health and Social Care Act 2008/2012 Health Services & Public Health Act 1968 (Intimate Piercing) of the Public Health (Wales) Act 2017 Public Health (Drainage of Trade Premises) Act 1937 Public Health (Wales) Act 2017 Public Health Act 1936 Public Health Act 1961</p>
	<p>Anti-social behaviour</p>	<p>Anti- Social Behaviour Crime and Policing Act 2014 Anti-social Behaviour Act 2003 Clean Neighbourhoods and Environment Act 2005</p>

		Crime and Disorder Act 1998
	Food Standards (Composition & labelling)	<p>Food Safety Act 1990</p> <p>Food Act 1984</p> <p>Food Safety Act 1990</p> <p>Products Containing Meat etc (Wales) Regulations 2014 - Healthy Eating in Schools (Wales) Measure 2009</p> <p>Tryptophan in Food (Wales) Regulations 2005</p> <p>Condensed Milk and Dried Milk (Wales) Regulations 2018</p> <p>Contaminants in Food (Wales) Regulations 2013</p> <p>Fish Labelling (Wales) Regulations 2013</p> <p>Food Additives, Flavourings, Enzymes and Extraction Solvents (Wales) Regulations 2013</p> <p>Food Irradiation (Wales) Regulations 2009</p> <p>Foods Intended for Use in Energy Restricted Diets for Weight Reduction Regulations 1997</p> <p>Honey (Wales) Regulations 2015</p> <p>Kava-Kava in Food (Wales) Regulations 2006</p> <p>Novel Foods (Wales) Regulations 2017</p> <p>Processed Cereal-based Foods and Baby Foods for Infants and Young Children (Wales) Regulations 2004</p> <p>European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders: Beef and Veal Labelling (Wales) Regulations 2011</p> <p>Country of Origin of Certain Meats (Wales) Regulations 2015</p> <p>Eggs and Chicks (Wales) Regulations 2010</p> <p>Food for Specific Groups (Information and Compositional Requirements) (Wales) Regulations 2016</p> <p>Food Information (Wales) Regulations 2014</p> <p>Fruit Juices and Fruit Nectars (Wales) Regulations 2013</p> <p>Genetically Modified Food (Wales) Regulations 2004</p>

		<p>Genetically Modified Organisms (Traceability and Labelling) (Wales) Regulations 2005</p> <p>General Food Regulations 2004</p> <p>Infant Formula and Follow-on Formula (Wales) Regulations 2020</p> <p>Materials and Articles in Contact with Food (Wales) Regulations 2012</p> <p>Natural Mineral Water, Spring Water and Bottled Drinking Water (Wales) Regulations 2015</p> <p>Official Controls (Animals, Feed and Food, Plant Health Fees etc.) (Wales) Regulations 2020</p> <p>Official Controls (Animals, Feed and Food, Plant Health Fees etc.) Regulations 2019</p> <p>Official Feed and Food Controls (Wales) Regulations 2009</p> <p>Olive Oil (Marketing Standards) Regulations 2014</p> <p>Organic Products Regulations 2009</p> <p>Poultry meat (Wales) Regulations 2011</p> <p>Products of Animal Origin (Disease Control) (Wales) Regulations 2008</p> <p>Quick Frozen Foodstuffs (Wales) Regulations 2007</p> <p>Scotch Whisky Regulations 2009</p> <p>Specified Products from China (Restriction on First Placing on the Market) (Wales) Regulations 2008</p> <p>Spirit Drinks Regulations 2008</p> <p>Trade in Animals and Related Products (Wales) Regulations 2011</p> <p>Wine Regulations 2011.</p>
	<p>Agricultural standards including Feed Hygiene and fertilisers</p>	<p>Agriculture (Miscellaneous Provisions) Act 1968; Agriculture Act 1970</p> <p>Animal Feed (Composition, Marketing and Use) (Wales) Regulations 2016</p> <p>Medicines Act 1968</p> <p>European Union (Withdrawal) Act 2018 as it continues to give effect</p>

		<p>to the following Regulations or Orders:</p> <p>Animal Feed (Hygiene, Sampling etc. and Enforcement) (Wales) Regulations 2016;</p> <p>Official Controls (Animals, Feed and Food, Plant Health Fees etc.) (Wales) Regulations 2020;</p> <p>Official Feed and Food Controls (Wales) Regulations 2009;</p> <p>Official Controls (Animals, Feed and Food, Plant Health Fees etc.) Regulations 2019;</p> <p>EC Fertilisers (England and Wales) Regulations 2006;</p> <p>Quality Schemes (Agricultural Products and Foodstuffs) Regulations 2018.</p>
Community Warden Services	Pest Control	Prevention of Damage by Pests Act 1949
	Fair Trading	<p>Accommodation Agencies Act 1953 (& 1957)</p> <p>Administration of Justice Act 1970</p> <p>Birmingham Commonwealth Games Act 2020</p> <p>Cancer Act 1939</p> <p>Christmas Day Trading Act 2004</p> <p>Companies Act 2006</p> <p>Consumer Credit Act 2006</p> <p>Consumer Rights Act 2015</p> <p>Copyright, Designs and Patents Act 1988</p> <p>Criminal Justice Act 1988</p> <p>Criminal Justice and Police Act 2001</p> <p>Customs and Excise Management Act 1979</p> <p>Education Reform Act 1988</p> <p>Energy Act 2011 - Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015;</p> <p>Enterprise Act 2002</p> <p>Estate Agents Act 1979</p> <p>Forgery and Counterfeiting Act 1981</p> <p>Fraud Act 2006</p> <p>Hallmarking Act 1973; Knives Act 1997</p> <p>Legal Services Act 2007</p> <p>Lifts Regulations 1997</p>

		<p>Olympic Symbol (Protection) Act 1995</p> <p>Pet Animals Act 1951 (S.2 prohibit pet sales in a street or public place)</p> <p>Police and Criminal Evidence Act 1984</p> <p>Prices Act 1974 - Price Marking Order 2004</p> <p>Public Health (Minimum Price for Alcohol) (Wales) Act 2018</p> <p>Registered Designs Act 1949</p> <p>Renting Homes (Fees etc.) (Wales) Act 2019</p> <p>Climate Change Act 2008 (Single Use Carrier Bags Charge (Wales) Regulations 2010) Sunday Trading Act 1994</p> <p>Theft Act 1968</p> <p>Theft Act 1978</p> <p>Trade Description Act 1968 Trade Marks Act 1994 Unsolicited Goods and Services Acts 1971 and 1975</p> <p>Video Recordings Act 1984</p> <p>Vehicles (Crime) Act 2001</p> <p>European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders:- Advanced Television Services Regulations 2003; Biofuel Labelling Regulations 2004; Business Protection from Misleading Marketing Regulations 2008; Cat and Dog Fur (Control of Import, Export and Placing on the Market) Regulations 2008; Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013; Consumer Protection from Unfair Trading Regulations 2008; Consumer Rights (Payment Surcharges) Regulations 2012; Eco-design for Energy-Related Products Regulations 2010; Energy Information Regulations 2011;</p>
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		<p>Energy Performance of Buildings (England and Wales) Regulations 2012; Financial Services (Distance Marketing) Regulations 2004; Footwear (Indication of Composition) Labelling Regulations 1995; Household Appliances (Noise Emission) Regulations 1990 Package and Linked Travel Arrangements Regulations 2018; Packaging (Essential Requirements) Regulations 2015 Passenger Car (Fuel Consumption and CO2 Emissions Information) Regulations 2001; Rights of Passengers in Bus and Coach Transport (Exemptions and Enforcement) Regulations 2013; Textile Products (Labelling and Fibre Composition) Regulations 2012; Timeshare, Holiday Products, Resale and Exchange Contracts Regulations 2010.</p>
	<p>Age Restricted Sales</p>	<p>Anti-social Behaviour Act 2003 (aerosol paint) Licensing Act 2003 (alcohol) Children and Young Persons Act 1933 Children and Young Persons (Protection from Tobacco) Act 1991 Children and Families Act 2014 The Nicotine Inhaling Products (Age of Sale and Proxy Purchasing) Regulations 2015 Protection from Tobacco (Sales from Vending Machines) (Wales) Regulations 2011 The Pyrotechnic Articles (Safety) Regulations 2015 (fireworks) Video Recordings Act 1984 (films etc) Criminal Justice Act 1988 (knives) Psychoactive Substances Act 2016 The Sunbed (Regulation) Act 2010 (sunbeds)</p>

		<p>Gambling Act 2006 Offensive Weapons Act 2019</p>
	Consumer & Product Safety	<p>Botulinum Toxin and Cosmetic Fillers (Children) Act 2021 Clean Air Act 1993 (Motor Fuel (Composition and Content) Regulations 1999 & Biofuel (Labelling) Regulations 2004) Consumer Protection Act 1987 Environmental Protection Act 1990 - Environmental Protection (Microbeads) (Wales) Regulations 2018; Motor Vehicles (Safety Equipment for Children) Act 1991 Medicines and Medical Devices Act 2021 Motor Cycle Noise Act 1987 Road Traffic Acts 1988 and 1991 Tobacco Advertising and Promotion Act 2002 Violent Crime Reduction Act 2006 Violent Crime Reduction Act 2006 (Realistic Imitation Firearms) Regulations 2007 Aerosol Dispensers Regulations 2009 European Union (Withdrawal) Act 2018 as it continues to give effect to the following Regulations or Orders:- Construction Products Regulations 2013; Cosmetic Products Enforcement Regulations 2013 and the EU Cosmetic Products Regulation 1223/2009; Crystal Glass (Descriptions) Regulations 1973; Detergents Regulations 2010; Electrical Equipment (Safety) Regulations 2016; Electromagnetic Compatibility Regulations 2016; Fluorinated Greenhouse Gases Regulations 2015; Gas Appliances (Enforcement) and Miscellaneous Amendments Regulations 2018; General Product Safety Regulations 2005; Medical Devices Regulations 2002; Ozone-Depleting Substances Regulations 2015;</p>

		<p>Personal Protection Equipment (Enforcement) Regulations 2018; Pressure Equipment (Safety) Regulations 2016; Radio Equipment Regulations 2017; REACH Enforcement Regulations 2008; Recreational Craft Regulations 2017; Simple Pressure Vessels (Safety) Regulations 2016; Supply of Machinery (Safety) Regulations 2008; Tobacco and Related Products Regulations 2016; Toys (Safety) Regulations 2011; Volatile Organic Compounds in Paints, Varnishes and Vehicle Refinishing Products Regulations 2012; Specific legislation made under the Health & Safety at Work Act etc. 1974: The Ammonium Nitrate Materials (High Nitrogen Content) Safety Regulations 2003; The Biocidal Products and Chemicals (Appointment of Authorities and Enforcement) Regulations 2013; The Chemical (Hazard Information and Packaging for Supply) Regulations 2009; The Dangerous Substances and Explosive Atmospheres Regulations 2002; The Explosives Regulations 2014.</p>
	<p>Legal Metrology (Weight & Measures)</p>	<p>Weights and Measures Act 1985 Measuring Instruments (Beltweighers) Regulations 2006 Measuring Instruments (Capacity Serving Measures) Regulations 2006 Measuring Instruments (Liquid Fuel and Lubricants) Regulations 2006 Police Reform Act 2002 (S.41A) European Union (Withdrawal) Act 2018 as it continues to give effect</p>

		to the following Regulations or Orders: Measuring Container Bottles (EEC Requirements) Regulations 1977; Measuring Instruments Regulations 2016; Non-automatic Weighing Instruments Regulations 2016; Weights & Measures (Packaged Goods) Regulations 2006; Measuring Instruments (EEC Requirements) Regulations 1988 Enforced exclusively by officers appointed as Weights and Measures Inspectors
Proper maintenance of land		
	Licensing of premises and personal registrations to carry out acupuncture, piercings and tattooing, semi-permanent skin colouring, cosmetic piercing, electrolysis	Public Health (Wales) Act 2017 – Part 5 Local Government (Miscellaneous Provisions) Act 1982
	Licensing of Petroleum sites	Health and Safety at Work etc Act 1974 - Petroleum (Consolidation) Regulations 2014
	Licensing of scrap metal dealers	Scrap Metal Dealers Act 2013
	Power to issue, amend or replace safety certificates (whether general or special) for sports grounds.	The Safety of Sports Grounds Act 1975 (c. 52)
	Power to issue, cancel, amend or replace safety certificates for regulated stands at sports grounds.	Part III of the Fire Safety and Safety of Places of Sport Act 1987 (c. 27).
	Licensing and regulating all form of gambling (covers	Gambling Act 2005

	arcades, betting, bingo, casinos, gaming machines, society lotteries, and remote gambling (including online gambling)	
	Licensing and regulating the sale and supply of alcohol, the provision of entertainment and the provision of late night refreshment	Licensing Act 2003
	Entertainment and alcohol licensing including premises licensing, Temporary Event Notices, Club Premises Certificates, Sex Establishments, Personal Licences, Licensing Act reviews, etc	Section 12 of the Children and Young Persons Act 1933 (c. 12); Crime and Disorder Act 1998, Criminal Justice and Police Act 2001 (s.19-25); Fire Safety & Safety at Places of Sports Act 1987; Hypnotism Act 1952; Licensing Act 2003; Local Government (Miscellaneous Provisions) Act 1982; Policing and Crime Act 2017; Theatres Act 1968;
	Animal related licensing including animal health and welfare	Animal Boarding Establishments Act 1963; Animal By Products (Wales) Regulations 2003; Animal Health and Welfare Acts 1981/1984; Animal Welfare Act 2006; Breeding of Dogs Act 1973; Game Act 1831; Guard Dogs Act 1975; Local Government Act 1988; Pet Animals Act 1951; Pet Animals (Amendment) Act 1983; Protection Against Cruel Tethering Act 1988; Protection of Animals (Amendment) Act 1988; The Riding Establishments Acts 1964 and 1970; Wild Animals and Circuses (Wales) Act 2020; Wildlife & Countryside Act 1981

	Power to register animal trainers and exhibitors	Performing Animals (Regulations) Act 1925
Licensing and Licensing Enforcement	Licensing premises for the breeding of dogs	The Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014
	Licensing pet shops and other establishments where animals are bred or kept for the purposes of carrying on a business	Section 1 of the Pet Animals Act 1951 (c. 35) Section 1 of the Animal Boarding Establishments Act 1963 (c. 43) The Riding Establishments Acts 1964 and 1970 (c. 1964 c. 70 and 1970 c. 70) The Animal Welfare (Licensing of Activities Involving Animals) (Wales) Regulations 2021
	Animal Welfare/Licensing	Animal Welfare Act 2006 (including any subsequent legislation, to include (but not limited to): The Animal Welfare (Breeding of Dogs) (Wales) Regulations 2014; and The Animal Welfare (Licensing of Activities Involving Animals) (Wales) Regulations 2021).
	Licensing of zoos and dangerous wild animals	Section 1 of the Zoo Licensing Act 1981 (c. 37) Section 1 of the Dangerous Wild Animals Act 1976 (c. 37)
	Licensing premises for manufacturing, storing and selling fireworks and explosives (enforcement of these laws carried out by Trading Standards)	Pyrotechnic Articles (Safety) Regulations 2015 (as amended by the Product Safety and Metrology etc (Amendment etc)(EU Exit) Regulations 2019); Fireworks Act 2003; Fireworks Regulations 2004; Explosives Act 1875; Consumer Protection Act 1987; Explosives Regulations 2014; Product Safety Amendment and Revocation

		<p>Regulations 2012; Health and Safety at Work Act etc 1974; Public Health Acts 1936 and 1961; Health & Safety and Nuclear (Fees) Regulations 2021.</p> <p>Enforcement carried out by Trading Standards.</p>
	<p>Licensing of Hackney Carriages and Private Hire Vehicles, including licensing of drivers of hackney carriages and private hire vehicles, and licensing of operators of hackney carriages and private hire vehicle.</p> <p>Note: In certain circumstances it will be necessary for the Chair/Vice Chair of the Council's Licensing Committee to be consulted upon to confirm whether or not an applicant, an existing licence holder should be referred to the Licensing Sub-Committee for determination.</p>	<ul style="list-style-type: none"> i. As to hackney carriages – the Town Police Clauses Act 1847 (10 & 11 Vict. c. 89), as extended by section 171 of the Public Health Act 1875 (38 & 39 Vict. c. 55), and section 15 of the Transport Act 1985 (c. 67); and sections 47, 57, 58, 60 and 79 of the Local Government (Miscellaneous Provisions) Act 1976 (c. 57); ii. As to private hire vehicles - sections 48, 57, 58, 60 and 79 of the Local Government (Miscellaneous Provisions) Act 1976.; iii. As to drivers of hackney carriages and private hire vehicles - Sections 51, 53, 54, 59, 61 and 79 of the Local Government (Miscellaneous Provisions) Act 1976. iv. As to operators of hackney carriages and private hire vehicles - Sections 55 to 58, 62 and 79 of the Local Government (Miscellaneous Provisions) Act 1976. <p>Also include: Town Police Clauses Act 1889; Road Traffic Act 1991 and 1988;</p>

Well-being and sustainable development	Social Partnership and Public Procurement: promote the well-being of the people of Wales by enhancing sustainable development (including improving public services) through social partnership working, promoting fair work and socially responsible procurement.	Social Partnership and Public Procurement (Wales) Act 2023
Power to issue Special Procedure licences including tattooing, piercing, acupuncture	Power to issue Special Procedure licence Delegated to Licensing Committee Further delegated to: Corporate Lead Officer for Policy, Performance and Public Protection.	Public Health Wales Act 2017. Schedule 3

- 3.4 Authorised to Act as an Authorised and Authorising Officer for the purposes of the Regulation of Investigatory Powers Act 2000, the Monitoring Officer as Senior Responsible Officer, to be notified of any such application.
- 3.5 Authorised to Act as Authorising Officer for the purposes of the Protected Food Name Scheme: The Quality Schemes (Agricultural Products and Foodstuffs) Regulations 2018.
- 3.6 To act as Proper Officer for the management of outbreaks of notifiable infectious and communicable disease and to appoint and authorise Alternative Proper Officers to act on behalf of the authority in respect of legislative provisions relating to the prevention and control of outbreaks of disease or infection
- 3.7 To sign issue and serve Statutory Notices under all relevant legislation listed below together with all future legislation within the remit of Policy & Performance including requisitions for information.
- 3.9 To initiate and make arrangements for the execution of works in default in the event of any non-compliance or contravention of the terms of any Statutory Notice served under delegated powers.
- 3.10 To instruct the Legal Services in relation to proceedings for non-compliance with any provision of legislation falling to Policy & Performance to enforce.
- 3.11 To undertake all relevant operational and administrative duties, responsibilities and functions contained in legislation or otherwise falling to Policy, Performance & Public Protection to implement.

- 3.12 To undertake inspections, investigations, interviews, sampling, prohibitions, seizures, detentions, recording, monitoring (the issue of fixed penalty notices), service of notices, (including suspension notices), notifications, waivers, transfers, authorisations, licensing, registrations and legal proceedings under any legislation that falls within the remit of Policy & Performance, together with any regulations made thereunder, and any amendments or additions thereto together with all future legislation within the remit of Policy, Performance & Public Protection and to exercise all other relevant powers, including powers of entry provided under such legislation.
- 3.13 To undertake all duties relating to Public Health (Coronavirus) associated legislation, as amended, including but not limited to:
- 3.13.1 The Health Protection (Coronavirus Restrictions) (Wales) Regulations; and
- 3.13.2 The Health Protection (Coronavirus Restrictions) (Functions of Local Authorities) (Wales) Regulations.
- 3.14 To act as the Senior Responsible Officer (Proceeds of Crime Act 2002).
- 3.15 Responsible for ensuring compliance with the Armed Forces Covenant Duty pursuant to section 343AB of the Armed Forces Act 2006 and any guidance issued under section 343AE of the same act.

Civil Contingencies & Business Continuity

To exercise all the Council's functions and powers and to take all appropriate action in relation to civil contingencies and business continuity including but not limited to:

1. The Civil Contingencies Act 2004.

Community Safety and Counter Terrorism

To exercise the Council's powers, duties and functions relating to the Crime and Disorder Act 1998, the Counter Terrorism and Security Act 2015 and the CONTEST strategy.

Serious Violence

To exercise all the Council's functions duties and powers and to take all appropriate action in relation to serious violence including but not limited to:

The Police Crime & Sentencing Courts Act 2022.

CHIEF INSPECTOR OF WEIGHTS AND MEASURES

The following functions are to be delegated to the current post holder: Trading Standards & Licensing Manager:

1. To act as the Council's Chief Inspector of Weights and Measures under Section 72 of the Weights and Measures Act 1985 (including any associated subsequent legislation).

Proper Officer Responsibilities- Public Health (Control of Disease) Act 1984

The Corporate Lead Officer Policy, Performance and Public Protection is designated Proper Officer in relation to Public Health (Control of Disease) Act 1984 (as amended by the Health and Social Care Act 2008) and any subordinate Regulations or legislative provisions.

The Proper Officer can authorise and delegate to competent persons as necessary to act on behalf of the Council.

L - DELEGATION TO THE CORPORATE LEAD OFFICER FINANCE & PROCUREMENT & CHIEF FINANCE OFFICER & S.151 OFFICER.

The Corporate Lead Officer Finance & Procurement is designated and appointed:

- Section 151 Officer and Chief Finance Officer for Ceredigion County Council; and
- Chief Finance Officer and Section 151 Officer for the Growing Mid Wales Board and the Mid Wales Corporate Joint Committee, to include the following duties: ensuring that the financial affairs are properly managed (including record keeping and preparing accounts), accepting and receiving funds, making orders and payments, be an authorised signature, accepting grant offers, completing and submitting grant claims and returns, opening bank accounts and investing surplus monies, ensuring appropriate taxation issues are duly dealt with and nominating corporate managers that are appropriately qualified to undertake and supervise tasks on behalf of the Section 151 Officer.

The following functions are to be delegated to the Corporate Lead Officer Finance & Procurement and to any officers authorised by the Corporate Lead Officer Finance & Procurement from time to time as appropriate subject to such officers being suitably qualified for the discharge of those duties and functions.

1. The assessment, administration, billing, collection and recovery of Council Tax and Non-Domestic Rates, and all other revenues, local taxes and monies due to the Council including recovery through Magistrates Courts and the paying in of all such monies to the County Fund or other appropriate fund.
2. To award Mandatory Non-Domestic Rates Relief, and to determine applications for Discretionary Non-Domestic Rates Relief in accordance with the Council's policy and/or regulations.
3. To award hardship relief following determination of applications for Section 49 (Non Domestic Rates) or Section 13A (Council Tax) Hardship Relief by the Cabinet Members for Finance & Personnel following consultation with members of the Section 49 Panel, or as determined by the Section 49 Appeals Panel.
4. The imposition and waiving of penalties under the Local Government Finance Act 1992.
5. The servicing of notices of objection upon the Valuation Officer or Listing Officer and the execution of valuation agreements.
6. The submission of proposals to amend the Valuation List.
7. The assessment, administration and payment of Housing Benefit and Council Tax Benefit.

8. The administration of Counter-Fraud work in relation to Housing and Council Tax Benefit. This includes administering sanctions and instigating prosecution proceedings in accordance with the Council's Benefit Fraud Prosecution Policy.
9. To investigate, carry out surveillance where necessary (subject to proper authorisation), and report on any fraud and/or corruption in accordance with the Council's Anti-Fraud and Corruption Strategy.
10. To write off irrecoverable amounts due to the Council in accordance with the Council's write off policy.
11. To write off redundant stocks and/or equipment.
12. To implement and monitor the Treasury Management Statement and Annual Investment Strategy. To raise loans and make investments (temporary investment of surplus monies and longer term investment of monies held for specific purposes) as and when required at appropriate rates. To maintain and update credit rating criteria of institutions for investment purposes and to amend the specified and non specified categories and individual investment limits.
13. To effect movement between the separately agreed limits for borrowing and other long term liabilities.
14. To make appropriate arrangements for the appointment of the Council's Bankers and any other necessary professional advisers/consultants.
15. To open and close bank and building society accounts for investment purposes and to open and close credit card accounts for payment and income purposes.
16. To determine and declare local average rates (interest) in accordance with legislation.
17. To award advances by way of loan under the Housing Acts or other legislation in accordance with regulations prevailing from time to time.
18. To administer the Council's Assisted Car Purchase (Car Loan) Scheme in accordance with its terms and conditions, to periodically review and revise the terms and conditions, and to determine the interest rate to apply.
19. To agree terms, complete and sign lease agreements for vehicles, plant and equipment leases.
20. To make payments out of the County Fund in accordance with any relevant legislation or Financial Procedure Rules.
21. To determine the fees to be charged for miscellaneous items that relate specifically to the Financial Services.
22. To implement nationally agreed salary, remuneration (Chief Executive) and Wales Government awards; and nationally agreed, or Council approved, travelling, subsistence and other allowances.
23. To manage any Trust Funds under the stewardship of the Council.

24. To arrange provision of adequate and appropriate insurance cover for the Council, and manage the processing and determination of insurance claims.
25. To manage the Self Insurance Reserve and all matters relating to it, including risks to be covered and payments to be made from, or to, the Reserve.
26. To provide financial services for other organisations and bodies.
27. To implement the Council's Procurement Strategy.
28. To review and amend the Council's Financial Procedure Rules in consultation with the Section 151 Officer.
29. To nominate officers to represent the Council at Magistrates Court pursuant to the provision of Section 223 (1) of the Local Government Finance Act 1975.
30. To nominate officers to represent the Council at Valuation Tribunals in Accordance with Rule 5 of the Rating Appeal (Local Valuation Courts) Regulations, and Schedule 11 of the Local Government Finance Act 1988, as amended:
31. To authorise signatories for authorising banking transactions and authorising financial grant claims
- ~~32. To act as Deputy Electoral Registration Officer.~~
33. To authorise signatories for authorising financial grant claims and all associated transactions.
34. To sign contracts and other documents on behalf of the Council.
35. To authorise the issue of On-line Money Claim debt recovery proceedings, and to designate officers to represent the Council in such proceedings.

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M - DELEGATION TO THE CORPORATE LEAD OFFICER CUSTOMER CONTACT & SIRO & PROPER OFFICER FOR CIVIL REGISTRATION

The following functions are to be delegated to the Corporate Lead Officer Customer Contact

1. To act as the Council's Proper Officer for the Civil Registration Service including the power to approve premises for the solemnisation of marriages and the registration of civil partnerships.
2. To act as Senior Responsible Information Officer ('SIRO') with responsibility for and delegated duties regarding the following:
 - 2.1 The Public Service Network Code of Connection; and
 - 2.2 Cyber resilience, including cyber security.
3. Take the lead on setting and delivering information management and Cyber Resilience strategy.
4. Provide support where appropriate to the Data Protection Officer in all aspects of information security.
5. Oversee the information security function within the broader information governance team.
6. Oversee incident management and risk management of Cyber Resilience and Information governance issues.
7. Oversee security management and reporting.
8. Ensure corporate leadership are informed and engaged with security and resilience issues.

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PART 7
CONSULTATIVE AND ADVISORY
FORA

Contents

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Section 1 Consultative and advisory fora [statutory and non-statutory]

A - Statutory

Standing Advisory Council on Religious Education S.A.C.R.E.

Background: Established by Council's Education Committee on 2 February 1996 in accordance with the Education Reform Act 1988 and the Education Act 1993 [paras. 88:1 and 2 of Welsh Office Circular 10/94 and Chapter 3 of the Education Act 1996 also refer].

Its main function is to advise the LEA on matters related to Collective Worship in community and other schools and to advise on the religious education given in accordance with their Agreed Syllabus. It can also support effective provision of RE and Collective Worship by way of:

- Giving advice on methods of teaching agreed syllabus RE including choice of teaching materials
- Advising the LEA on the provision of training for teachers
- Monitoring inspection reports on RE, Collective Worship and Spiritual, Moral, Social and Cultural Development
- Considering complaints about the provision and delivery of Religious Education and Collective Worship referred to it by the LEA.

Council Representation: 5 Councillors (politically balanced and non-executive)

Schools Admissions Forum

Background: The Schools Admissions Forum was established by Cabinet on 21 October 2003 [Minute C278 refers]. The Education (Admission Forum) (Wales) Regulations 2003 implement the relevant Section of the Schools Standards and Framework Act 1998 and require the Council, as LEA, to establish an admissions forum. The principal function of the Forum is to advise on issues relating to pupil admission and the effectiveness of policies and processes.

Cabinet/Council Representation: Leader of the Council, Cabinet Member for Learning Services, Children and Young People's Partnership, Chairman of the Learning Communities Overview and Scrutiny Committee,

Schools Budget Forum

Background: The Schools Budget Forum was established by Cabinet on 21 October 2003 [Minute C278 refers]. Section 43 of the Education Act 2002 requires the Council, as LEA, to establish a schools' forum, with the LEA required to consult the Forum, at least annually, on prospective revisions to its scheme for financing schools and in respect of any other issues that affect maintained schools directly or indirectly through their impact on schools' budgets.

Cabinet/Council Representation: Leader of the Council, Cabinet Member for Learning Services, Children and Young People's Partnership, Chairman of the Learning Communities Overview and Scrutiny Committee.

Local Access Forum

Background: The Ceredigion Local Access Forum was established by Cabinet on 26 February 2002 [Minute C750 refers] in accordance with the Countryside and Rights of Way Act 2000 [CROW Act] to provide advice to the Council, the Countryside Council for Wales and others as appropriate as to the improvement of public access to land in the area for the purposes of open-air recreation and the enjoyment of the area in ways which take account of land management, social, economic, environmental and educational interests.

Cabinet/Council Representation: Cabinet Member for Economy and Regeneration.

B – Non-statutory

School Review Panel

Background: Established by the Cabinet in accordance with the Primary School Review Policy, updated in January 2010, to undertake reviews for recommendation to the Cabinet.

Cabinet/Council Representation: Cabinet Member for Learning Services, Children and Young People’s Partnership, Chairman of the Learning Communities Overview and Scrutiny Committee and two elected Members appointed by the Cabinet.

Education Transport Appeals Panel

Background: established to enable parents to appeal against a decision to refuse to provide transport for their children from home to school.

Council representation: 9 Councillors politically balanced and non-executive; 5 to be on a Panel at any one time on a rota basis.

Corporate Employee Forum

Background: established by the Cabinet on 7 March 2006 as the corporate forum for consultation and negotiation with the recognised trade unions.

Cabinet Representation: Leader and Deputy Leader of the Council.

Aberaeron, Aberystwyth and New Quay Harbour Users Committees

Background: The Harbour Users Consultative Committees were established by the Council in 1996 as a forum for consulting with the users of the three harbours and now report to Cabinet following the adoption of the Leader and Cabinet executive arrangements in May 2003.

Cabinet/Council Representation: Cabinet Member for Highways and Environmental Services, and relevant Local Members.

Ceredigion Traffic Management Consultative Forum

Background: The Traffic Management Consultative Forum is a forum for consulting local stakeholders on traffic management issues and reports to Cabinet. The Forum will be convened on a biannual basis to discuss County wide matters.

Cabinet / Council Representation: Cabinet Member for Highways and Environmental Services, Chairman of the Thriving Communities Overview and Scrutiny Committee and relevant Local Members.

Ceredigion 50+ Forum

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Background: The 50+ forum was established by the Cabinet and the PSB in order to represent the voice of the older people (50+) within the County and to enable them to have a voice in developing strategies and services.

Cabinet/Council Representation: Cabinet Member Porth Gofal Targeted Intervention Service

Development Management Committee - Site Inspection-Panel

Background: The Site Inspection Panel was established by the Development Management Committee to undertake visits to sites which are the subject of planning applications, prior to the Committee making a decision, in order to identify features of a proposal which may be difficult to convey in a written report.

Functions:

- Fact finding exercises;
- Not part of the formal consideration of the application (therefore public rights of attendance do not apply);
- To enable officers to point out relevant features;
- To enable questions to be asked on site for clarification. However, discussion on the application will only take place at the subsequent Committee or Council as all relevant parties may not attend on site.
- The Committee is not bound by any **views** made.

Council representation: **All Development Management Committee Members**
Five members to comprise the Chairman and Vice-Chairman of the
Committee, the Immediate Past Chairman of the Committee and two other
members on a monthly rota basis.

~~Non-Domestic Rates Hardship and Council Tax Discretionary Relief Appeals Panel~~

~~Background: The Non-Domestic Rates Hardship and Council Tax Discretionary Relief Appeals Panel has been established to determine appeal applications by citizens against a decision to refuse Non-domestic Hardship relief or Council Tax Discretionary Relief.~~

~~Council Representation: 7 Members on a rota basis (3 per Panel meeting)~~

Section 2 Internal Policy Development / Monitoring Groups

Development Group

Background: Considers where future investment should be focussed in order to deliver the Council's objectives and priorities.

Cabinet/Council Representation: Leader; Deputy Leader; Cabinet Member Economy & Regeneration; Cabinet Member Finance & Procurement

Capital Monitoring Group

Background: The Capital Monitoring Group is a working group charged with monitoring the progress of the capital programme and making recommendations on any in-year revisions to Cabinet.

Council Representation: Cabinet Member Finance & Procurement.

Corporate Public Transport Unit (CPTU) Members Reference Group

Background: The Corporate Transport Unit Members reference group was established to meet the statutory requirements in relation to the provision of education and social services transport and in the preparation of policies in relation to integrated transport and traffic reduction; and to advise the Council with respect to any discretionary functions including

- To specify transport services
- To procure and monitor transport services.
- The group is defined as a reference group:

Cabinet Representation: Cabinet Member for Learning Services, Children and Young People's Partnership Cabinet Member for Highways and Environmental Services,, Cabinet Member for Porth Gofal Targeted Intervention Service.

Housing Renovation Grants Panel

Background: The Housing Renovation Grants Panel was established to review the current renovation grants policy and to make recommendations to Cabinet and Council in respect of amendments/improvements to the policy.

Cabinet Representation: Deputy Leader of the Council and the Cabinet Member for Porth Gofal Targeted Intervention Service and Cabinet Member Highways and Environmental Services with Housing

Corporate Parenting Group

Background: established in order to plan and commission services for Looked After Children.

Cabinet Representation: Cabinet Member Schools & Culture Services & Porth

Cymorth Cynnar.

Local Operational Group (LOG) Safeguarding

Background: Local Operational Group established as part of the Mid & West Wales Regional Safeguarding Board with a remit regarding performance and practice in relation to safeguarding (through age) in Ceredigion.

Cabinet Representation:

Ceredigion Strategic Safeguarding Board (Children & Adults)

Background: Corporate Strategic responsibility for safeguarding for children and adults.

Cabinet Representation: Cabinet Member Porth Cynnal Specialist Through Age Services & Culture; Cabinet Member Schools and Culture Services & Porth Cymorth Cynnar; Cabinet Member for Porth Gofal Targeted Intervention

Corporate Equalities Working Group

Background: Established by the Cabinet in order to monitor, coordinate, review and develop the corporate equalities policies. Revised in 2012 in order to progress the Strategic Equality Plan.

Cabinet Representation: Leader of the Council (Chair)

Welsh Language Consultative Committee

Background: Established in order to oversee the implementation of the Welsh Language Standards

Cabinet Representation: Leader of the Council and other Members as appointed.

Emergency & Business Continuity Management Group

Background: Established to oversee and develop the Council's Business Continuity Plan.

Cabinet Representation: Leader of the Council; Cabinet Member Finance & Procurement

Cross Party Transformation and Efficiency Group

Background: Established to consider all aspects of the Councils' Transformation programme and activity centred around the long-term vision and supporting objectives of the Council.

Cabinet/Council Representation: 10 Members, politically balanced including Group Leaders and/or their representatives. Overview and Scrutiny

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Committee Chairs are invited to attend as non-voting observers.

Cross Party Constitution Working Group

Background: Established to consider proposed amendments to the Constitution and make appropriate recommendations to Council. Also receives confirmation of any minor amendments to the Constitution, as made by the Monitoring Officer

Council Representation: 7 Members, politically balanced, including the relevant portfolio Member as Chair.

Section 3 Partnerships within Ceredigion

Ceredigion Youth Justice and Prevention Service [YJS] Management Board (Statutory)

Background: established in accordance with the Crime and Disorder Act 1998 to implement arrangements to reduce offending by young people.

Cabinet/Council Representation: None

Ceredigion Public Services Board (PSB) (formerly Local Service Board (LSB))

Background: The Well-being of Future Generations (Wales) Act 2015 gives a legally-binding common purpose of seven Well-being goals and five ways of working designed to support and deliver a public service that meets the needs of the present without compromising the ability of future generations to meet their own needs. The Act also puts a Well-being duty on specified public bodies (that includes Ceredigion County Council) to act jointly and establish statutory Public Services Boards (PSB) for each local authority area in Wales. Each PSB must improve the economic, social, environmental and cultural Well-being of its area by contributing to the achievement of the Well-being goals.

Cabinet Representation: Leader of the Council, Chief Executive.

Community Safety Partnership ('CSP')

Background: Formed in 1999 following the Crime and Disorder Act 1998, membership of the Community Safety Partnership was further extended by the Police Reform Act, 2002, and the Policing & Crime Act, 2009, to include Local Health Boards, Police Authorities and Fire and Rescue Services Authorities, and Probation Service.

The Partnership has an ongoing duty to conduct a crime and disorder assessment. It also develops, implements, monitors and reviews a multi-agency plan to reduce crime and disorder.

The Partnership considers reports from various strategic boards, which also

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work towards reducing crime and disorder in specific areas.

Cabinet Representation: Cabinet Member with responsibility for Porth Gofal Targeted Intervention, Early Intervention, Wellbeing Hubs and Culture Services Portfolio.

Ceredigion CONTEST Board

Background: A multi-agency CONTEST Board, which considers local requirements and implications relating to the 4 Ps, but specifically focusses on local response to the Prevent requirement. The CONTEST Board reports to the Regional CONTEST Board and the Ceredigion Community Safety Partnership.

Cabinet representation: Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection

Ceredigion Channel Panel (Statutory)

Background: A local operational multi-agency partnership implementing Channel activities and duties. Ceredigion County Council co-ordinates and chairs the Channel Panel, receives referrals on individuals vulnerable to being drawn into terrorism, and draws up a multi-agency intervention support plan, if necessary. The Channel Panel reports to the Ceredigion CONTEST Board (see above), Regional Safeguarding Board and the local Operations Group (CYSUR).

Cabinet representation: None

Mid & West Wales Regional Safeguarding Board

Background: The regional arrangements were established to meet the requirements of the Social Services and Well-being (Wales) Act 2014 and aim to develop safeguarding practice across the region

Cabinet Representation: Director of Social Services and the Corporate Manager for Safeguarding

Ceredigion Youth Council

Background: Ceredigion Youth Service established the Ceredigion Youth Council in 2015 in order to ensure that young people in Ceredigion have the opportunity to voice their opinions in a public forum on various matters that have an effect on them in Ceredigion and its members include representatives from the seven Secondary Schools in the County, Ceredigion Training, Coleg Ceredigion and other various organisations/establishments (e.g Urdd Gobaith

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Cymru, Scouts Club and Young Farmers Clubs etc.)— Minutes are presented to Cabinet.

Cabinet representation: None

Section 4 Statutory Regional Partnerships/Fora/Consortia/Joint Committees

Trafnidiaeth Canolbarth Cymru (TraCC)

Background: This Joint Committee with Powys County Council was established in order to develop, monitor and review a Regional Transport Plan following a period as a regional consortium.

Cabinet/Council Representation: Cabinet Member for Highways and Environmental Services, and Cabinet Member for Economy and Regeneration.

Central and South West Wales Regional Partnership Board

Background: Set up by Welsh Government Association for strategic collaboration working between Ceredigion, Powys and Gwynedd County Councils.

Cabinet/Council Representation: Leader and Chief Executive.

Central Wales Infrastructure Collaboration

Background: This is a Joint Committee with Powys County Council which meets as required.

Cabinet Representation: and Cabinet Member Highways and Environmental Services with Housing

Mid Wales Education Partnership

Background: This is a joint partnership with Powys County Council with collaboration on a number of agreed local and national priorities and representation on a full range of cross-regional working parties to ensure equity of provision and the best outcomes for schools in Powys and Ceredigion.

Cabinet/Council Representation: None

Mid Wales Corporate Joint Committee

Background: The Mid Wales Corporate Joint Committee is a body corporate established by the Mid Wales Corporate Joint Committee Regulations 2021 for the purpose of exercising specified functions for Ceredigion and Powys Councils, and the Brecon Beacons National Park Authority (economic well-being function for Brecon Beacons National Park Authority), which are economic well-being, improving education, transport and strategic planning. Its members include Ceredigion County Council, Powys County Council and the Brecon Beacons National Park Authority.

Council Representation: Leader

Sub-committees- representation:

Governance & Audit: 2 Members and 1 Lay Member

Scrutiny: 5 Members

Standards: 1 Member & 2 lay members

Supporting People - Mid and West Wales Regional Collaborative Committee

Background: This is a Multi-Sectoral Regional Collaborative Committees (RCCs) established in August 2012 to ensure the efficient and effective collaborative delivery of housing related support on a regional and local level; in accordance with National Supporting People Guidance.

Cabinet/Council Representation: Cabinet Member for Porth Gofal Targeted Intervention Service and Cabinet Member Highways and Environmental Services with Housing Cabinet Member for Finance and Procurement and Public Protection Services

National Adoption Service and Foster Wales Joint Committee

Background:

The National Adoption Service and Foster Wales was established in 2014 & is managed by a combined Joint Committee.

A Combined Governance Board shall act as an advisory group to the Joint Committee

The Joint Committee will, exercise its powers on behalf of the 22 Welsh Local Authorities for the provision of the collaborative arrangements and provide the mechanism for all Welsh local authorities to discharge an executive and oversight role for the National Adoption Service and Foster Wales.

It will be comprised of Council Members and lay members and will meet at least once annually.

Council Representative: Council/cabinet representative: Cabinet Member for Through Age Well-being

Area Planning Board for Substance Misuse

Background: Dyfed Area Planning Board (APB) is a multi –Agency Partnership responsible for supporting the planning, commissioning and performance management of Substance Misuse services.

The statutory responsible authorities are Dyfed-Powys Police, Ceredigion, Carmarthenshire and Pembrokeshire Local Authorities, Hywel Dda Local Health Board, HM Prisons & Probation Service, and Mid and West Wales Fire & Rescue Service. Public Health Wales, the Youth Justice & Prevention Service, and the Dyfed-Powys Police and Crime Commissioners Office are non- statutory responsible authorities.

The APB structure comprises an Executive, underpinned by a Strategy Delivery Group, and a Performance and Finance Group.

Council Representation: Corporate Lead Officer Policy, Performance and Public Protection

Growing Mid Wales Partnership (GMW)

Background: The GMW Partnership is the regional economic partnership covering the geographical footprint of Ceredigion and Powys. The purpose is to seek development of the Mid Wales economy.

Cabinet/Council Representation: Leader of the Council; Cabinet member for Economy & Regeneration; Cabinet Member for Finance & Procurement

West Wales Care Partnership (WWCP)

Background: This Partnership was established as a result of the Social Services (Wales) Act 2014 (SSWBA) in relation to establishment and maintenance of pooled fund budget arrangements and defined in the Partnership Arrangements (Wales) Regulations 2015. The Local Authorities involved in the partnership include Ceredigion, Pembrokeshire and Carmarthenshire. The partnership operates in accordance with inter-authority agreements, in collaboration with Hywel Dda Health Board. The WWCP's work is directed by the West Wales Regional Partnership Board (see below).

Council Representation: Statutory Director for Social Services.

The West Wales Regional Partnership Board ('WWRPB')

Background: The WWRPB brings together senior leaders from the NHS, the Council, education and children's services, housing, the Welsh Ambulance Services NHS Trust and third sector, independent providers and users and carers. It directs the work of the West Wales Care Partnership (see above) and in so doing, fulfils statutory duties introduced by the Social Services and Wellbeing (Wales) Act 2014. The WWRPB works closely with the three Public Services Boards in the region, focusing on areas of shared interest.

Council Representation: Statutory Director of Social Services/Deputy Director of Social Services

B Member Champions

Member Champions are appointed to the following areas

Subject Area
Older People 50+
Equalities
Sustainability
Safeguarding
Biodiversity
Carers
Combating Poverty
Children and Young People
Armed Forces
Diversity
Learning Disabilities
Public Health
Mental Health
Members Development
Health & Safety
Anti-Slavery and Ethical Employment
Domestic Violence
Digital
Age-Friendly
Menopause

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CHIEF EXECUTIVE: EIFION EVANS

CORPORATE DIRECTOR : BARRY REES

CORPORATE DIRECTOR: JAMES STARBUCK

- To ensure the development, implementation and evaluation of corporate strategic priorities and objectives which deliver high quality, safe, efficient and effective services to the residents of Ceredigion
- To work strategically and creatively to achieve the highest possible standards of performance in Council services

- To be Corporate Director and provide strategic leadership within the Council ensuring that all services comply with, and support, the Council's strategic objectives and standards.
- To deputise for the Chief Executive when required
- To provide leadership, guidance and performance management of up to six Corporate Lead Officers

CORPORATE LEAD OFFICERS (7)

CORPORATE LEAD OFFICERS (6)

- To be Corporate Lead Officer and lead advisor to the Council for all matters relating to their specific functions as listed below
- To provide a key link with Corporate Directors and work with other Corporate Lead Officers in ensuring that strategic and corporate objectives are effectively co-ordinated and implemented across all service areas

- Whilst Corporate Lead Officers have specific responsibility for the management and leadership of a portfolio of service areas, they have an overriding corporate responsibility to ensure that all service activities and actions comply with and support Council strategic objectives and standards
- To work creatively and strategically to achieve the highest possible standards of performance in Ceredigion County Council services

SCHOOLS AND LIFELONG LEARNING		LEGAL & GOVERNANCE	FINANCE & PROCUREMENT	POLICY, PERFORMANCE & PUBLIC PROTECTION	ECONOMY & REGENERATION	HIGHWAYS & ENVIRONMENTAL SERVICES	PORTH CYNNAL - SPECIALIST THROUGH AGE SERVICES	PORTH GOFAL TARGETED INTERVENTION	PORTH CYMORTH CYNNAR	PEOPLE & ORGANISATION	CUSTOMER CONTACT, ICT & DIGITAL	DEMOCRATIC SERVICES
LIFELONG LEARNING	SCHOOLS											
Elen James (Secondment)	VACANT	Elin Prysor	Duncan Hall	Alun Williams	Russell Hughes-Pickering	Rhodri Llwyd	Audrey Somerton-Edwards	Donna Pritchard	Greg Jones (Secondment)	Geraint Edwards	Alan Morris	Lowri Edwards
*Chief Education Officer	Deputy Chief Education Officer	*Monitoring Officer	*Chief Finance Officer (s151 Officer)				*Statutory Director of Social Services	Deputy Director of Social Services			*SIRO *Proper Officer for Civil Registration	*Head of Democratic Services
<ul style="list-style-type: none"> • Post-16 education • Attendance, inclusions & behaviour support • Pupil welfare • Pupil Referral Units • EOTAS • Lifelong Learning, Skills & Employment • Cultural Services • Catering • Pre-school provision • Childcare offer • Welsh Language Standards 	<ul style="list-style-type: none"> • School Improvement • Attainment • Additional Learning Needs • Admissions and appeals • Governors • Sustainable Schools Programme 	<ul style="list-style-type: none"> • Legal • Corporate Governance • Internal Audit • Coroners Service 	<ul style="list-style-type: none"> • Procurement, Commissioning and Payments • Core Finance (Deputy 151) • Service Finance (Deputy 151) • Revenues & Financial Assessment 	<ul style="list-style-type: none"> • Strategic Partnerships, Engagement & Equalities • Complaints, Compliments & FOI • Public Protection • Corporate Performance & Research • Refugee resettlement • Civil contingencies & Business continuity 	<ul style="list-style-type: none"> • Growth and Enterprise • Planning • Property 	<ul style="list-style-type: none"> • Highways Maintenance • Highways Development • Local Environment Services • Transport Services 	<ul style="list-style-type: none"> • Specialist through age services including: <ul style="list-style-type: none"> • Strategic Safeguarding • Quality Assurance and Independent Review • Mental wellbeing and substance misuse • Planned care • Extended support 	<ul style="list-style-type: none"> • Intake & Triage Team • Targeted intervention services • Fostering Services • Residential and Day Care services (*Responsible Individual) • Integrated community equipment stores • Emergency Duty Team 	<ul style="list-style-type: none"> • Wellbeing Centres • Support & Prevention • Early Intervention • Housing Services 	<ul style="list-style-type: none"> • HR Advice & Admin • Pay, Benefits & Systems • Learning & Development • Health & Safety • Employee engagement & wellbeing 	<ul style="list-style-type: none"> • ICT • Customer Contact • Archives & Info Management • Library Services • Civil Registration 	<ul style="list-style-type: none"> • Democratic Services • Translation • External Communication • Electoral Services • Corporate Service Support • Project Management

* denotes Statutory Roles

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