

# Public Document Pack



Cyngor Sir  
**CEREDIGION**  
County Council

Neuadd Cyngor Ceredigion, Penmorfa,  
Aberaeron, Ceredigion SA46 0PA  
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13 March 2025

Lisa Evans

01545574177

Dear Sir / Madam

I write to inform you that a Meeting of the Thriving Communities Overview and Scrutiny Committee will be held at the HYBRID - NEUADD CYNGOR CEREDIGION, PENMORFA, ABERAERON / REMOTELY VIA VIDEO CONFERENCE on Wednesday, 19 March 2025 at 10.00 am for the transaction of the following business:

1. **Apologies**
2. **Disclosures of personal interest (including whipping declarations)**  
**Members are reminded of their personal responsibility to declare any personal and prejudicial interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. In addition, Members must declare any prohibited party whip which the Member has been given in relation to the meeting as per the Local Government (Wales) Measure 2011.**
3. **Chair Announcements**
4. **Ceredigion Highways Asset Management Plan (HAMP) 2025-2030 (Pages 3 - 138)**
5. **Update on Phosphates workstreams (Pages 139 - 144)**
6. **Delivery of Economic Strategy (Pages 145 - 158)**
7. **Oversight of in year financial matters (Pages 159 - 202)**
8. **To confirm the Minutes of the previous Meeting and to consider any matters arising from those Minutes (Pages 203 - 206)**
9. **To consider the Overview and Scrutiny Forward Work Programme (Pages 207 - 210)**

Members are reminded to sign the Attendance Register

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

Yours faithfully

A handwritten signature in black ink, appearing to read 'L Edwards', written in a cursive style.

**Miss Lowri Edwards**  
**Corporate Lead Officer: Democratic Services**

**To: Chairman and Members of Thriving Communities Overview and Scrutiny Committee**

The remaining Members of the Council for information only.

## CYNGOR SIR CEREDIGION COUNTY COUNCIL

**Report to:** Thriving Communities Overview and Scrutiny Committee

**Date of meeting:** 19<sup>th</sup> March 2025

**Title:** Ceredigion Highways Asset Management Plan (HAMP)  
2025-2030

### **Purpose of the report:**

To provide an update on the high-level strategic direction for the Highways Asset Management Plan 2025-2030 (HAMP). The report sets out a 5-year plan on how Ceredigion County Council will manage and maintain the highway asset. It will replace the HAMP 2020-25 approved by Cabinet on 9<sup>th</sup> June 2020.

### **Reason Scrutiny have requested the information:**

The report will form the strategy behind how Highways Services will discharge its Local Highway Authority duties within the resources (human and fiscal) available. The plan is required to be scrutinised by the committee prior to presenting to Cabinet for approval.

### **Cabinet Portfolio and Cabinet Member:**

**Cllr Keith Henson,**

Cabinet Member for Highways and Environmental Services and Carbon Management

### **Background**

Ceredigion County Council, as the local highway authority, is responsible for the maintenance and upkeep of 2153km of carriageway, 212km of footways and cycleways, 983 bridges, culverts and retaining structures and 6,877 street lights with a combined gross replacement value of over £1.92 billion.

The County's highway network was of significant importance to the public, businesses and visitors and its condition vital to the economic and social prosperity of Ceredigion.

The Highway Asset Management Plan 2025-2030 would apply to the operation, maintenance, rehabilitation and disposal of all Council Highway Assets. The document consists of 3 main parts.

- Volume 1 – Policy and Strategy
- Volume 2 – Highway Asset Management Framework
- Volume 3 – Highway Maintenance Plan

The document updates the HAMP approved for the period 2020-2025

### **Current Situation**

The HAMP document that is in front of Committee has been reviewed in line with current best practice, resource availability and need. The operational contents of the HAMP and recommended investment in the highway asset is intended to fulfil the

statutory duties placed on the Council by the Highways Act 1980 acting as the Local Highway Authority whilst meeting the goals of the Corporate Strategies.

During the life of the HAMP the Highways Service will provide annually an Asset Status and Options Report (ASOR) to show the condition of the highways asset and how the investment is performing against the baseline set by this HAMP. The ASORs will recommend Options each year on the investment required to meet the performance criteria set out in the HAMP. It is intended that the ASORS will be available to members prior to the budget setting process for the following financial year.

In addition, the key performance indicators presented in the ASORS will be benchmarked nationally through the County Surveyors Society Wales and reported to Welsh Government as part of the State of Nation Asset report.

**Wellbeing of Future Generations:**

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

NO – The report will not introduce any significant changes to an existing policy, strategy, or plan that will affect Ceredigion residents. The new HAMP will not remove, reduce or alter a service that will affect service users.

**Summary of Integrated Impact Assessment:**

**Long term:** Not Applicable  
**Collaboration:** Not applicable  
**Involvement:** Not applicable  
**Prevention:** Not applicable  
**Integration:** Not applicable

**Recommendation(s):**

To agree the contents and strategies presented in the HAMP for the the period 2025-2030

**Reasons for decision:**

To recommend to Cabinet that the current level of financial investment in the County’s highway infrastructure continues, with the HAMP 2020-2025 providing the effective management framework, as highways maintenance has an impact on activities of all kinds, from day-to-day journeys to work, school, shopping or for leisure, through to the needs of the emergency services and the road freight industry

**Contact Name:** Phil Jones

**Designation:** Corporate Manager Highway Services

**Date of Report:** 28/02/2025

**Acronyms:**

# HAMP – Highways Asset Management Plan

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# Highway Asset Management Plan

2025-2030



Cyngor Sir  
**CEREDIGION**  
County Council

## Highways & Environmental Services

Author:	Steve Hallows
Date approved by Cabinet:	XXXX
Integrated Impact Assessment:	XXX
Publication date:	XXXX
Review Date:	April 2030

## Document Information

<b>Title</b>	Ceredigion County Council Highway Asset Management Plan 2025-2030
<b>Author</b>	Steve Hallows – Service Manager (Highways Development)
<b>Description</b>	This document summarises Ceredigion’s Highway Asset Management Policy (2025-2030). It includes policy and strategies used by the service to construct, acquire, operate, maintain, rehabilitate and dispose of all Council Highway Assets.
<b>Next Review Due</b>	April 2030

## Document History

Version	Status	Date	Author	Changes from Previous Version
V1.0	Draft	March 25	SJH	Initial Draft
V2.0	Draft	11/03/25	SJH	Comments from RhLI
V3.0	Draft	12/03/25	SJH	Comments from RhLI

## Responsibility for the Plan

The responsibility for the delivery of and updating of this plan are shown below

Council Officer	Responsible for
Phil Jones	Highways Services
Steve Hallows	Highways Development Service
Caroline Wride	Highways Maintenance Service



# Foreword

## **Leader of the Council**

*As the Leader of the Council, I am pleased to see the planned approach being further developed in managing our highway network.*

*We are all aware of the significant financial pressures on the public sector and this makes it all the more important that we manage our resources to achieve the important outcomes we need from our road system.*

*Residents, businesses and visitors to Ceredigion all rely on the access our highway network provides, and it is difficult to identify many aspects of daily life where good transport links have not played an important supporting role.*

*Looking to the future the good management of our highway network will be essential to facilitate our ambitions, regeneration aims and to encourage walking, cycling and the use of our passenger transport network.*

*As budgets tighten it becomes ever more important that we focus the resources we have available to maximum effect. Against this background, the Highway Asset Management Plan will be a key tool in channelling our resources towards the areas where investment is most urgently needed.*

*It is inevitable that difficult decisions will have to be made regarding how our funds are invested and this plan will form a key framework in guiding those decisions.*

## **Chief Executive Officer**

*Welcome to Ceredigion County Council's Highway Asset Management Plan (HAMP). The highway network within Ceredigion is over 2,150 km of roads which need to be managed and maintained against a backdrop of ever-increasing traffic, varied weather conditions, and a high public expectation.*

*The transport network, and particularly our roads, play an important role in supporting many of the services provided by the County Council and good management of the highway network is key to how well we function as a county.*

*The roads system within Ceredigion supports not just our aspirations as a county but also the wider region and will be an important component in delivering the Mid-Wales Growth Deal.*

*The Highway Asset Management Plan (HAMP) provides the framework and route map towards the effective management of our highway network. National guidance and increasing financial pressures move us towards the risk-based approach adopted within this plan which will help ensure that we invest our funding where it is most needed and to best effect.*

*The HAMP will be subject to annual review and performance reporting through an Annual Statement and Options Report (ASOR) which will allow us to monitor progress and make informed investment decisions*

.....  
**Bryan Davies**  
**Leader of the Council**

.....  
**Eifion Evans**  
**Chief Executive**

## Definitions

**Assets:** In the highways context - the asset is the highway itself. This includes all other features that support the highway and the safe and expedient passage of the public along the highway.

**Asset Register:** A record of asset information considered worthy of separate identification.

**Asset Life:** Time from acquisition to disposal.

**Asset Management:** Activities and practices through which Council optimally manages its physical assets over their lifecycle.

**Asset Management Plan:** A plan that details financial and technical treatments over the life of the asset to allow the asset to be maintained at an agreed level of service.

**Level of Service:** The service standard set for each asset group/type.

**Whole Life Costs:** Total cost of an asset over its entire life including Capital Expenditure; Operational Expenditure; Maintenance Expenditure and ultimately its Decommissioning or Disposal costs.

**Capital Expenditure:** Any expenditure that is used to procure, acquire or construct a new asset.

**Operational Expenditure:** Any expenditure associated with improving adding to or upgrading the capability of an existing asset, to meet an amended agreed level of service.

**Revenue/ Maintenance Expenditure:** Any expenditure that allows an asset to continue providing the agreed level of service until the end of life is reached.

**Decommissioning or Disposal Expenditure:** Any expenditure that is required at the end of the whole life of each asset type.

## Table of Contents

Document Information .....	i
Foreword .....	ii
Definitions .....	iii
<b>1.0 EXECUTIVE SUMMARY .....</b>	<b>1</b>
<b>2.0 INTRODUCTION .....</b>	<b>3</b>
<b>3.0 VOLUME 1 - POLICY &amp; STRATEGY .....</b>	<b>6</b>
3.3 National Policy .....	7
3.27 Regional Policy .....	17
3.29 Local Policy .....	19
4.0 Hamp Policy .....	21
5.0 Implementing the HAMP Policy strategy .....	26
6.0 HAMP Financial management .....	27
7.0 Performance review .....	29
8.0 Highway Maintenance Manual .....	31
9.0 HAMP Annual Reporting .....	32
10.0 HAMP Management .....	33
11.0 Roles And Responsibilities .....	35
12.0 Associated Procedures And Related Policies .....	36
<b>13.0 VOLUME 2 – HIGHWAY ASSET MANAGEMENT FRAMEWORK .....</b>	<b>37</b>
13.3 Legal Requirements .....	37
13.5 National Guidance .....	38
14.0 Roles, Responsibilities and Competencies .....	39
15.0 Cost Recording .....	41
16.0 Data management .....	42
16.4 Asset Categorisation .....	43
16.9 Data Management .....	48
17.0 Data Assessment & Improvement .....	51
<b>18.0 VOLUME 3 – HIGHWAY MAINTENANCE PLAN .....</b>	<b>54</b>
18.2 Plan Development .....	54
19.0 Highway Assets .....	55
20.0 Customer Expectations .....	57
23.0 Statutory Undertaker Activity .....	61

24.0	Third Party Claims .....	62
26.0	Traffic Management.....	66
27.0	Network Hierarchy .....	67
28.0	Inspection Regime .....	68
29.0	Condition Assessments .....	71
30.0	Repair Regime.....	74
31.0	Highway Scheme Prioritisation .....	76
32.0	CARRIAGEWAY MAINTENANCE .....	77
32.11	Carriageway Condition .....	79
33.0	Carriageway maintenance strategy.....	80
34.0	Carriageway Works Summary .....	81
35.0	FOOTWAY & CYCLEWAY MAINTENANCE .....	83
35.11	Footway & Cycleway Condition .....	85
36.0	Footway & cycleway maintenance strategy .....	86
37.0	Footway Works Summary.....	87
38.0	STREET LIGHTING MAINTENANCE .....	89
38.9	Street lighting Condition.....	90
39.0	Street Lighting maintenance strategy.....	91
40.0	Street Lighting Works Summary .....	92
41.0	HIGHWAY BRIDGES & STRUCTURES MAINTENANCE .....	94
41.4	Bridges and Structures Condition .....	94
42.0	Bridges & Structures Maintenance Strategy .....	95
43.0	Bridges & Structures Works Summary.....	96
44.0	TRAFFIC SIGNAL MAINTENANCE.....	97
45.0	Traffic Signal Maintenance Strategy .....	98
46.0	RISKS TO THE PLAN .....	99
APPENDIX A: EXTRACTS FROM HIGHWAYS ACT 1980 .....		102
APPENDIX B: ASSET HIERARCHY CATEGORIES .....		105
APPENDIX C: FREQUENCY OF INSPECTIONS.....		107
APPENDIX D: DEFECT TYPES AND INTERVENTION LEVELS.....		109
APPENDIX E: SUSPENSION OF HIGHWAY SAFETY INSPECTION.....		112
APPENDIX F: CODE OF PRACTICE HIGHWAY SAFETY INSPECTION AND RESPONSE ON COUNTY ROADS 2021.....		114

## 1.0 EXECUTIVE SUMMARY

- 1.1 This report discusses how the Highway Asset will be managed and maintained by Highways and Environmental Services in accordance with best practice and methods consistent with adjacent Authorities enabling benchmarking to be carried out each year.
- 1.2 The plan to invest in the Highway Asset is based on how the asset has been managed during the previous HAMP period and the costs that would be associated with maintaining current levels of deterioration against the current inflationary pressures.
- 1.3 **It is recommended for the period 2025 to 2030 that the action and budget investment by the Council should be:**

### **Carriageways - MAINTAIN THE CURRENT CONDITION.**

- Annual funding of approximately £4.6M will need to be invested in **planned** refurbishment by
  - Surface Dressing across approximately 90km of carriageway
  - Resurfacing across approximately 20km of carriageway
- Annual Revenue funding of £2.3M will need to be allocated for the **reactive** repair of carriageways in accordance with the Highways Maintenance Manual 2022 in order to.
  - Repair defects at the current rate of approximately 1500 per annum

### **Footways & Cycleways – MANAGE WITH REACTIVE REPAIRS.**

- Annual funding of approximately £160k will need to be invested in
  - **Planned** asset replacement treatments in the form of reconstruction and resurfacing across 1km of footway and cycleway
- Annual Revenue funding of £200k will need to be allocated for the **reactive** repair of footways and cycleways in accordance with the Highway Maintenance Manual 2022 in order to

- Repair defects at the current rate of approximately 200 defects per annum.

**Street Lighting – MAINTAIN THE CURRENT CONDITION.**

- Continue to invest in agreed measures to reduce energy consumption during end-of-life replacements.
- Annual **planned** investment of £35k in replacing end of life column identified by non-destructive testing
- Annual **planned** investment of £35k in replacing end of life cables identified by electrical testing
- Annual Revenue funding of £393k will need to be allocated for the **reactive** repair/replacement of street lighting apparatus in order to
  - Repair or replace defects to current standards at a rate of approximately 450 per annum

**Bridges & Structures – INVEST TO REDUCE THE NUMBER OF ASSETS IN POOR OR VERY POOR CONDITION.**

- Annual **planned** investment of Capital funding of approximately 200k will be needed to refurbish the structures in very poor condition
- Annual Revenue funding of £336k will need to be allocated in the **planned** cyclic and **reactive** repair of bridges and structures in accordance with the Highway Maintenance Manual 2022

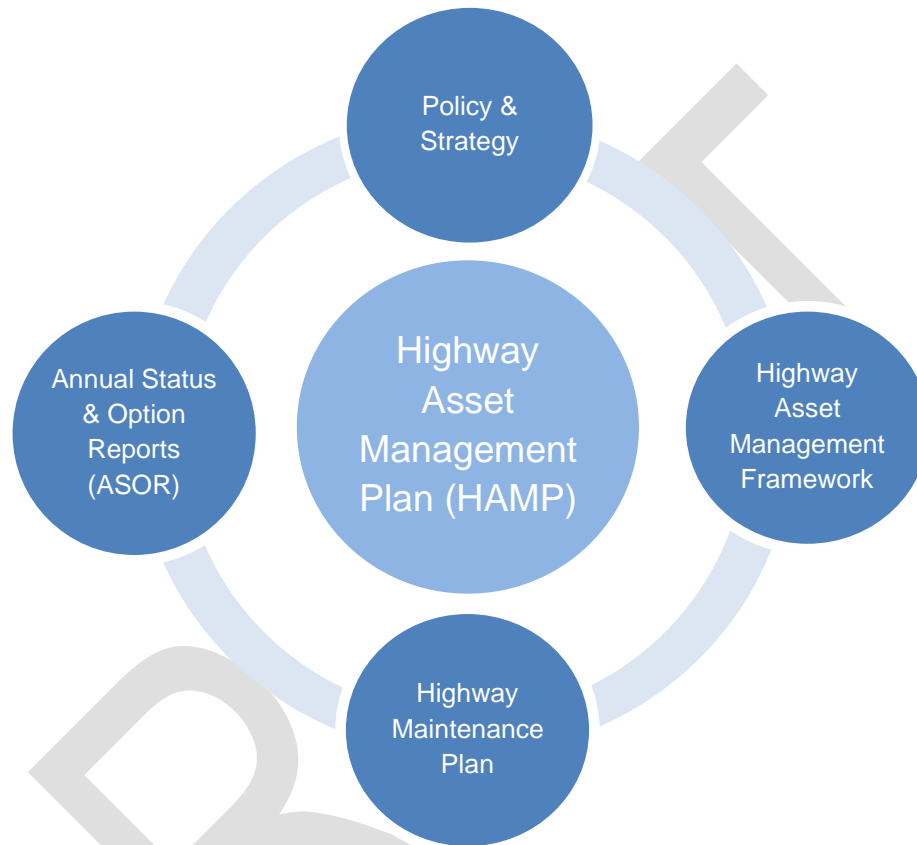
**Traffic Signals – MAINTAIN THE CURRENT CONDITION**

- **Planned** capital funding of approximately £20k will be required to replace one controlled crossing over the plan period
- Annual Revenue funding of £14k will need to be allocated in the **reactive** and **planned** cyclic maintenance of traffic signal infrastructure in accordance with the Highways Maintenance Manual 2022.

## 2.0 INTRODUCTION

- 2.1 This HAMP has been developed to guide the management of all highway infrastructure assets under the control of Ceredigion County Council as defined by the highways register. The key assets included in this plan are carriageways (roads), footways & cycleways, bridges & structures, and street lighting. This plan will update existing policies and plans for highway infrastructure management and set out the authorities' means of compliance and response through a risk-based approach in line with *Well-Managed Highway Infrastructure – A Code of Practice*.
- 2.2 The HAMP sets out the Council's strategy for managing its highway infrastructure assets and recognises the importance of its highway infrastructure in contributing to corporate, regional and local objectives.
- 2.3 The purpose of the HAMP is to define the service standards that users can expect and explain the strategies to be implemented to achieve these standards
- 2.4 This plan has been developed in accordance with the County Surveyors Society (Wales) recommended highway asset management planning practices and the Council's Corporate plans and strategies.
- 2.5 The standards, targets and spending assumptions contained within this HAMP will be monitored and reported annually. The report will present a summary of the condition of the Council's assets for the year and provide information that will be used to inform choices regarding future investment levels during the budget setting process. The information used to carry this exercise out will be the previous complete financial year budget and condition survey data.

- 2.6 The HAMP has four key components and aims to provide the flexibility to accommodate changes in resources, demands and priorities. There are four main components to the HAMP:



2.7 Volume 1 – Policy and Strategy

The policy sets out Ceredigion County Council's approach to highway infrastructure asset management. The asset management strategy sets out the key objectives for the highway asset and how they will be met, including statutory obligations, stakeholder needs and the overall performance of highway infrastructure within the context of any constraints such as funding.

2.8 Volume 2 – The Highway Asset Management Framework

The framework sets out the strategies and processes necessary to develop, document, implement and continually improve asset management. The strategies within the framework are developed with due regard to the regional, corporate and local strategies.



The framework also defines how, what and where data is held against each asset category. It details the systems used for data storage and identifies how often this data is updated, verified and validated.

## 2.9 Volume 3 – The Highway Maintenance Plan

This has been developed to set out the way the Council will manage and plan the operational maintenance of our highway infrastructure assets. The maintenance manual has been developed over a period of time and sets out technical processes and procedures for day to day delivery of the highway maintenance service. This plan is closely aligned with the Code of Practice – Highway Inspection and Response on County Roads 2021. This Code of Practice establishes an effective regime of inspection, assessment and recording is the most crucial component of highway maintenance. The characteristics of the regime, which includes frequency of inspection, items to be recorded and nature of response, are defined following an assessment of their relative risks. The Council will also need to adapt to changing demands, resources and technology and continuously implement best asset management practice. Aspects of the plan will be updated as the Council works closely with neighbours and other local authorities in a collaborative manner by engagement through the County Surveyors Society Wales (CSSW) asset management project.

The HAMP underpins the management, prioritisation and service levels for highway maintenance and infrastructure investment. When implementing the HAMP, the Service will work to the Council's set of core values when delivering our policy objectives.

## 2.10 Volume 4 – Asset Status and Options Report (ASOR)

This will be a separate cyclical annual report produced each financial year that will review the investment made by the Council during the previous financial year and relate it to the condition surveys that are carried out for each asset category. The report is the mechanism to determine the planned investment for each asset category. Investment options will be presented in the report predicting how the asset condition will perform for the remainder of the HAMP period for a given budget amount. The ASOR will be made available prior to the Council budget setting process in December, allowing financial decisions to be made for the following fiscal year.

### **3.0 VOLUME 1 - POLICY & STRATEGY**

3.1 This policy guides the management of Ceredigion County Council's Highway Assets to ensure that:

- Assets continue to deliver a service to the stakeholders at an agreed level.
- There is clear direction for staff to make informed decisions.
- Legislative requirements are satisfied.
- Exposure to risk is limited to acceptable levels.
- Asset purchases or constructed are only approved after whole of life costs and benefits are assessed.
- Clear allocation of responsibility for the management of each type of asset is given.

3.2 A policy review has been undertaken to inform the development of this HAMP and draws on the following documents in delivering a well maintained highway network;

#### National Policy

- Well-being of Future Generations (Wales) Act 2015
- Llwybr Newydd: A New Wales Transport Strategy (2021)
- Planning Policy Wales (Edition 11, 2021)
- Active Travel (Wales) Act (2013) and Active Travel Act Guidance (2021)
- Welsh Government Programme for Government (2021)
- Future Wales – the National Plan 2040
- Environment (Wales) Act 2016
- Prosperity for All: A Low Carbon Wales, 2019 and Net Zero Wales Plan (2021 – 2025)
- National Transport Delivery Plan, 2022

#### Regional Policy

- Mid Wales Joint Local Transport Plan 2015
- *Draft* Mid Wales Regional Transport Plan 2025

#### Local Policy

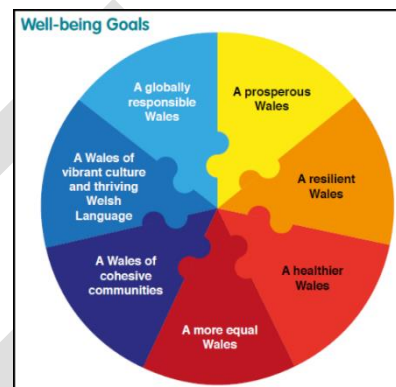
- Ceredigion Local Development Plan 2007 – 2022
- Ceredigion Corporate Strategy 2022 – 2027
- Ceredigion Local Well-being Plan 2009 – 2023

### 3.3 National Policy

#### 3.4 Wellbeing of Future Generations (Wales) Act 2015

The Well-being of Future Generations Act seeks to ensure that public bodies work collaboratively and consider future generations in the decisions made today. The Act outlines seven well-being goals, as follows:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh Language
- A globally responsible Wales



3.5 The Well-being of Future Generations (Wales) Act also details five ways of working to enable the Act. These will be considered in appraising future options. These are:

**Long Term** – “The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.” Improving transport links will ensure that the long-term needs of the community are met, such as accessing key services and facilities and providing the opportunity for improvements to be made to the local Active Travel network in the future by maintaining a cohesive transport network.

**Prevention** – “How acting to prevent problems occurring or getting worse may help public bodies meet their objectives.” Maintenance of the transport network will prevent severing a key transport link for the local communities and contribute to the climate change prevention agenda by encouraging more Active Travel journeys.

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

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

objectives.” Stakeholders operating within Ceredigion County Council have been engaged as part of this HAMP process.

**Involvement** – “The importance of involving people with an interest in achieving the wellbeing goals and ensuring that those people reflect the diversity of the area which the body serves.” As part of the stakeholder engagement process, national, regional, and local representatives along with other local interested parties, i.e. Welsh Government, Community Councils, Transport for Wales, Natural Resources Wales, Disability groups, etc, will be engaged at an early stage, to feed into scheme option/ selection.

3.6 Llwybr Newydd: The Wales Transport Strategy (2021)

Llwybr Newydd (new path): the Wales Transport Strategy sets out the Welsh Government’s vision and long term 20-year ambitions for transport and how they contribute to well-being in Wales. The Strategy uses the Sustainable Transport Hierarchy. This prioritises more sustainable modes of transport, such as walking, cycling and public transport, over the private motor vehicle. Figure 1 presents the Hierarchy

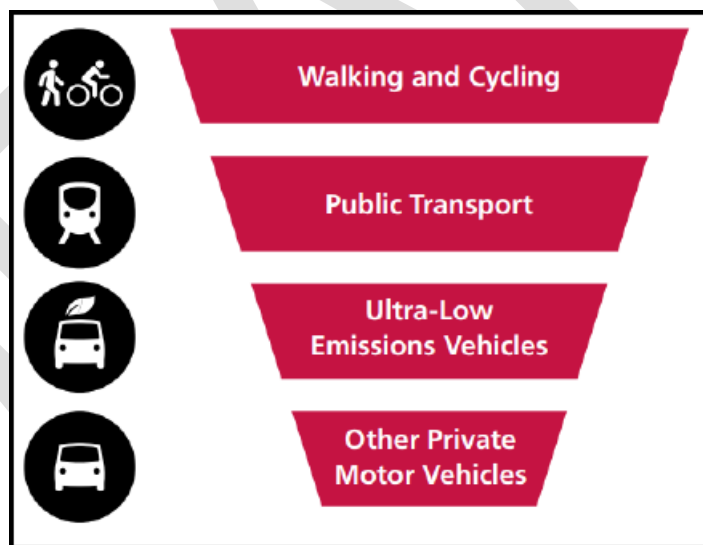


Figure 1 - The Sustainable Transport Hierarchy

3.7 The vision of the Wales Transport Strategy is for “an accessible, sustainable and efficient transport system”. This is to be achieved by the four long-term ambitions:

- Good for people and communities;
- Good for the environment;

- Good for the economy and places in Wales; and
  - Good for culture and the Welsh Language.
- 3.8 In order to deliver the Strategy’s vision and the four long-term 20-year ambitions, there are three main headline priorities for the next five years, which are subject to review if circumstances and technology change:
- Bring services to people in order to reduce the need to travel;
  - Allow people and goods to move easily from door to door by accessible, sustainable and efficient transport services and infrastructure; and
  - Encourage people to make the change to more sustainable transport.
- 3.9 The objectives of the study area support the Sustainable Transport Hierarchy, which prioritises walking and cycling, through maintaining existing Public Rights of Way and the Cycle Trail that passes over the bridge. Maintenance of these features would also provide opportunity for the local Active Travel network to be improved in the future, as a separate scheme, due to the bridge’s strategic importance and connections to neighbouring communities. Moreover, maintaining the local transport network would also maintain access to the bus network which is prioritised in the Hierarchy.
- 3.10 *Planning Policy Wales (Edition 11, 2021)*  
Planning Policy Wales (PPW) sets out the Welsh Government’s planning policies for land use in Wales. The primary objective of PPW is to ensure that the planning system contributes towards the delivery of sustainable development and improves the social, economic, environmental and cultural well-being of Wales, as required by the Planning (Wales) Act 2015, the Well-being of Future Generations (Wales) Act 2015 and other key legislation and resultant duties such as the Socioeconomic Duty.
- 3.11 PPW promotes action at all levels of the planning process which is conducive to maximising its contribution to the well-being of Wales and its communities. To support the delivery of the Well-being of Future Generations (Wales) Act goals, PPW focuses on the concept of Placemaking. PPW forms part of a suite of documents at the heart of the planning system in Wales and promotes actions at all levels through a series of Strategic and Spatial outcomes. Table 1 represents the key themes and their deliverable objectives for Placemaking.

Key Theme	Deliverable
Placemaking in Action	<ul style="list-style-type: none"> <li>• Good Design Making Better Places;</li> <li>• Promoting Healthier Places;</li> <li>• The Welsh Language and Placemaking;</li> <li>• Sustainable Management of Natural Resources; and</li> <li>• Placemaking in Rural Area</li> </ul>
Strategic Placemaking	<ul style="list-style-type: none"> <li>• Spatial Strategy and Site Search Sequence;</li> <li>• Accessibility;</li> <li>• New Settlements;</li> <li>• Previously Developed Land;</li> <li>• Use of Compulsory Purchase Powers;</li> <li>• The Best and Most Versatile Agricultural Land;</li> <li>• Development in the Countryside;</li> <li>• Supporting Infrastructure; and</li> <li>• Managing Settlement Form – Green Belts and Green Wedges</li> </ul>

*Table 1 - Planning Policy Wales key themes and deliverables*

3.12 PPW also outlines Key Planning Principles, which are as follows:

- Creating and Sustaining Communities;
- Growing Our Economy in a Sustainable Manner;
- Making Best Use of Resources;
- Maximising Environmental Protection and Limiting Environmental Impact; and
- Facilitating Accessible and Healthy Environments.

3.13 In accordance with PPW, this HAMP outlines objectives that address the transport issues in the study area, which will aid the delivery of the themes and objectives of PPW Edition 11. For instance, prioritising the strategic importance of local transport links will aid deliverables across all PPW themes, such as ‘supporting infrastructure’, ‘accessibility’, ‘good design making better places’, and ‘promoting healthier places’.

3.14 *Active Travel (Wales) Act (2013) and Active Travel Act Guidance (2021)*

The Active Travel (Wales) Act was passed by the National Assembly of Wales in 2013. The Active Travel Act Guidance was updated in July 2021. The

guidance seeks to secure new and enhanced active travel routes and facilities, improving provision for walkers and cyclists across Wales. The Act requires Local Authorities to map existing active travel routes and regularly monitor active travel facilities/routes to review where improvements and/or new routes are required. Part of this process requires Local Authorities to produce annual reports regarding how much routes are used.

- 3.15 Active Travel Act Guidance was updated by the Welsh Government in July 2021 and provides guidance in delivering the requirements of the Act. The guidance sets out a vision ‘for walking and cycling to be the natural mode of choice for short everyday journeys, or as part of a longer journey in combination with other sustainable modes’. The guidance also sets out a 15-year ambition ‘for a comprehensive network of safe, direct, cohesive, comfortable and attractive walking and cycling routes within and connecting to key settlements across Wales.’
- 3.16 Maintenance of the road, cycle and footway networks will provide opportunities for communities on either side of the river to travel to key destinations, via foot or cycle, therefore, positively contributing towards the uptake of active travel journeys in the County.
- 3.17 Welsh Government Programme for Government (2021)  
The Programme for Government (June 2021) sets out the ten well-being objectives that the Welsh Government will use to maximise its contribution to Wales’ seven long-term well-being goals and the steps that will be taken to deliver them. The ten well-being objectives are:
- Provide effective, high quality and sustainable healthcare.
  - Continue our long-term programme of education reform, and ensure educational inequalities narrow and standards rise.
  - Protect, re-build and develop our services for vulnerable people.
  - Celebrate diversity and move to eliminate inequality in all of its forms.
  - Build an economy based on the principles of fair work, sustainability and the industries and services of the future.
  - Push towards a million Welsh speakers, and enable our tourism, sports and arts industries to thrive.
  - Build a stronger, greener economy as we make maximum progress towards decarbonisation.



- Make our cities, towns and villages even better places in which to live and work.
  - Embed our response to the climate and nature emergency in everything we do.
  - Lead Wales in a national civic conversation about our constitutional future and give our country the strongest possible presence on the world stage.
- 3.18 The HAMP helps to support the Programme for Government through helping to build a stronger, greener economy and making our cities, towns and villages better places in which to live and work. Achieving the study objectives will ensure a cohesive local transport network that supports the needs of the community to access key facilities.
- 3.19 *Future Wales – The National Plan 2040*  
Future Wales – the National Plan 2040 is the national development framework, setting the direction for development in Wales to 2040. It is a development plan with a strategy for addressing key national priorities through the planning system, including sustaining and developing a vibrant economy, achieving decarbonisation and climate-resilience, developing strong ecosystems and improving the health and well-being of our communities. The National Plan 2040 replaces the previous Wales Spatial Plan. Unlike the Wales Spatial Plan, the National Plan has development plan status and therefore be of greater significance
- 3.20 The National Development Framework will:
- Address the climate emergency, by prioritising decarbonisation and environmentally friendly practices;
  - Set out where nationally important growth and infrastructure is needed and how the planning system – nationally, regionally and locally – can deliver it;
  - Provide direction for Strategic and Local Development Plans and support the determination of Developments of National Significance;
  - Sit alongside Planning Policy Wales, which sets out the Welsh Government’s planning policies and will continue to provide to context for land use planning; and



- Support national economic, transport, environmental, housing, energy and cultural strategies and ensure they can be delivered through the planning system.
- 3.21 Future Wales outlines 11 outcomes which work towards these ambitions based on the national planning principles and national sustainable placemaking outcomes set out in Planning Policy Wales (Edition 11). The 11 outcomes are as follows:
- 3.22 A Wales where people want to live...
- ... and work in connected, inclusive and healthy places
  - ... in vibrant rural places with access to homes, jobs and services
  - ... in distinctive regions that tackle health and socio-economic inequality through sustainable growth
  - ... in places with a thriving Welsh Language
  - ... and work in towns and cities which are a focus and springboard for sustainable growth
  - ... in place where prosperity, innovation and culture are promoted
  - ... in places where travel is sustainable
  - ... in places with world-class digital infrastructure
  - ... in places that sustainably manage their natural resources and reduce pollution
  - ... in places with biodiverse, resilient and connected ecosystems
  - ... in places which are decarbonised and climate-resilient
- 3.23 The spatial strategy outlined in Future Wales listed 33 policies, two of which directly related to transport and improving connectivity. These are as follows:

**Policy 11 – National Connectivity**

The Welsh Government will work with Transport for Wales, local authorities, operators and partners to support the delivery of the following measures to improve national connectivity:

- Rail Network – Transform the rail network and improve the quality of rail services for passengers.
- Bus Network – Invest in the development of the national bus network, fully integrated with regional and local bus networks, to increase modal

share of bus travel and improve access by bus to a wider range of trip destinations.

- Strategic Road Network – Invest in road improvements to reduce journey times, deliver a safer and more resilient road network, and improve air and noise quality. Create a network of rapid-charging points to enable longer distance travel by electric vehicles throughout Wales.
- National Cycle Network – Revitalise the National Cycle Network to create a network of traffic-free paths connecting cities, towns and countryside across Wales.

### **Policy 12 – Regional Connectivity**

In urban areas, to support sustainable growth and regeneration, our priorities are improving and integrating active travel and public transport. In rural areas our priorities are supporting the uptake of ultra-low emission vehicles and diversifying and sustaining local bus services. The Welsh Government will work with Transport for Wales, local authorities, operators and partners to deliver the following measures to improve regional connectivity:

- Active Travel – Prioritising walking and cycling for all local travel. The Council will support the implementation of the Active Travel Act to create comprehensive networks of local walking and cycling routes that connect places that people need to get to for everyday purposes.
- Bus – Improve the legislative framework for how local bus services are planned and delivered. We will invest in the development of integrated regional and local bus networks to increase modal share of bus travel and improve access by bus to a wider range of trip destinations.
- Ultra-Low Emission Vehicles – Support the roll-out of suitable fuelling infrastructure to facilitate the adoption of ultra-low emission vehicles, particularly in rural areas.

The HAMP is supportive of the aims of the Future Wales plan by preserving the local transport network for all users, which is particularly important in rural communities, where there are usually longer distances between trip origin and destination. In terms of national connectivity, maintenance of the local transport network will strengthen the Strategic Road Network by providing an essential link between communities in adjacent counties and connections to the A44 and A487 Trunk Road network.

This HAMP presents the case for maintaining the highway and improving links to the local bus and cycle network thereby providing an essential sustainable transport link to services within the local and wider area.

### 3.24 Environment (Wales) Act 2016

The Environment (Wales) Act puts in place the legislation needed to plan and manage Wales's natural resources in a more proactive, sustainable and joined-up way. The Act is made up of seven parts ranging from sustainable management of natural resources and climate change to Flood & Coastal Erosion Committee and land drainage. This positions Wales as a low carbon, green economy, ready to adapt to the impacts of climate change.

The Act places a duty to reduce emissions within the Welsh Government carbon budgets. The interim emission reduction targets are:

- 2030: 45% reduction; and
- 2040: 67% reduction.

The HAMP aims to explore options that support the needs of the environment, including reducing emissions. Reducing the need for vehicles to make alternative, longer journeys to reach their destination, e.g. local farmers accessing their land during their working day or local businesses making deliveries, will reduce the amount of emissions that are produced as a result of the local road network.

### 3.25 Prosperity for All: A Low Carbon Wales, 2019 and Net Zero Wales Plan (2021 – 2025)

In April 2019, Welsh Government declared a climate emergency and produced a 100-point Low Carbon Plan which sets out details on how Wales can become carbon neutral by 2030. The Net Zero Wales Plan is a five-year plan of action that shapes the next stage of Wales's aim to be net zero by 2050. It is the next emissions reduction plan, following on from Prosperity for all: A Low Carbon Wales, which covered the first carbon budget (2016-20).

The plan identifies that reducing emissions from transport has a significant role in the overarching aim of Wales reaching net zero, as well as playing a role in "generating wider benefits across health, air quality, accessibility and the economy." Promoting a modal shift towards more sustainable modes is one of



the identified areas of mitigation. The present study will contribute towards this shift by maintaining existing walking and cycling infrastructure so that it can contribute to the Council's aspirations for an active travel network in this area. This will ensure that Active Travel is a viable form of travel, particularly regarding access to local services and travelling to key destinations further away.

### 3.26 National Transport Delivery Plan (2022)

The National Transport Delivery Plan (NTDP) sets out how Welsh Government will deliver the priorities and ambitions set out in the Llwybr Newydd: The Wales Transport Strategy (2021) (WTS) from 2022 to 2027. It builds on the commitments in the WTS which sets out how Welsh Government will invest responsibly, deliver the strategy and hold themselves and others to account using the five ways of working. The NTDP supports the delivery of Active Travel and aims to deliver 3 priorities:

- Bring services to people in order to reduce the need for people to use their cars on a daily basis;
- Accessible, sustainable, and efficient transport services and infrastructure; and
- Behaviour change.

This is particularly important in rural communities where services and facilities tend to be further afield. Maintaining and allowing the existing non-motorised user routes to be further developed will facilitate an increase in more local journeys being undertaken by walking and cycling, or in combination with local bus services.

### **3.27 Regional Policy**

#### **3.28 Mid Wales Joint Local Transport Plan 2015**

The Mid Wales Joint Local Transport Plan 2015 sets out a vision to “*plan for and deliver in partnership an integrated and affordable transport system in the region that facilitates economic development, ensures access for all to services and opportunities, sustains and improves the quality of community life, and makes an active contribution to the management of carbon and the quality of the environment*”.

The plan identifies a number of issues and opportunities for transport in Mid Wales and describes what Higher Level Interventions are needed in order to address these. The Higher-Level Interventions listed are:

- Improving Strategic Connections;
- Improving Accessibility to Employment and Services;
- Encouraging Walking and Cycling
- Integrated Public Transport Networks; and
- Improving Safety and Security.

The HAMP will address the interventions identified in the Plan by maintaining a strategic connection to key areas and facilities, which in turn will enhance the resilience of the local transport network.

#### **3.29 Draft Mid Wales Regional Transport Plan 2025-30**

##### **Consultation of the draft plan closes on 4<sup>th</sup> April 2025.**

The Regional Transport Plan (RTP) is being developed by the Mid Wales Corporate Joint Committee (CJC) which is a partnership between Ceredigion and Powys County Councils and guided by Llwybr Newydd: Wales Transport Strategy 2021 (see 3.6).

The draft RTP sets an ambitious vision to create a sustainable, low-carbon, and efficient transport system. It will focus on improving connectivity within and beyond Mid Wales while tackling challenges unique to our rural landscape.

The key objectives of the RTP include:

- Increasing access to sustainable transport modes such as cycling, walking, and public transport
- Enhancing transport links to drive economic and tourism growth.

- Supporting efforts to reduce the environmental impacts of transport

The vision for the RTP in Mid Wales is “An accessible, low carbon, efficient, and well-connected rural transport system that supports sustainable economic growth, prosperous communities and a vibrant culture within the distinctive region of Mid Wales”.

The plan preparation has been overseen by Transport Sub Committee of the CJC. The Plan is a statutory document for transport in the region. The two local authorities are working together to facilitate economic wellbeing, strategic development planning and transportation, ensuring access for all to services and opportunities, sustaining and improving the quality of community life, and making an active contribution to net zero of carbon and the quality of the environment, by delivering in partnership an integrated and affordable transport system in the region.

The RTP complements the work of the local authorities in economic development and planning including the statutory plans and policies of two authorities. The Plan aims to address the key issues and opportunities for Mid Wales:

- Difficulties in gaining access to employment and services, particularly for those without a car and because of the need to travel long distances.
- Poor opportunities for passing, pinch points and constraints on the strategic road network leading to increased disruptions and reduced journey time reliability for the movement of people and goods within the region and to key destinations outside of Mid Wales.
- Increased risks to the resilience of the network through impacts of climate change, including flood risk.
- Opportunities to increase mode share by walking wheeling and cycling modes and to improve the health and well-being of the local community and to continue to improve the road safety record.

The Plan covers a detailed programme from 2025-2030 and a framework for schemes until 2040 and beyond.

### **3.30 Local Policy**

#### **3.31 Ceredigion Local Development Plan 2007 – 2022**

The Ceredigion Local Development Plan (2007- 2022) sets out various policies and proposals in relation to the development and use of land. The Plan identifies eighteen objectives that address how the overall vision of the LDP will be achieved and how key issues will be addressed. The objectives relating to transport are:

- To promote a pattern of growth that helps to sustain the vitality not only of the towns and their immediate rural hinterlands but also the rural communities of this large county, in such a way as to enhance social, cultural, economic and environmental characteristics and to maximise sustainable accessibility and connectivity.
- To sustain and enhance a high-quality built environment which; allows for innovative design, reflects a sense of place, is easily accessible, useable, safe to live in and helps improve the health and wellbeing of its communities.
- To enhance and help ensure the provision and protection of an appropriate level of and access to education, health, cultural, social, recreational, community, sport and leisure facilities and services.
- To ensure development minimises Ceredigion’s greenhouse gas contribution, both singularly and cumulatively; and to seek a reduction wherever possible. To ensure that all developments are adaptive and resilient to the changing nature of the climate and work toward reducing the risk from flooding.
- To assist in improving the potential for sustainable travel; equality of access; and the connectivity of the county for the sake of its economy, its communities and their health and well-being.

Policy DM04 within the Plan focusses on enhancing transport infrastructure to provide potential for sustainable travel, such as “providing connections to existing routes from new development, reinstating infrastructure that has fallen into disuse where that will serve new development in a sustainable way and providing improved health and quality of life...”



### 3.32 Ceredigion Corporate Strategy 2022 – 2027

The Corporate Strategy sets out to successfully deliver four Corporate Well-being Objectives which reflect sustainability and the well-being of the citizens of Ceredigion. The plan then identifies a number of priorities to deliver each of the objectives. Those objectives have been identified after extensive consultation as:

- Boosting the Economy, Supporting Businesses and Enabling Employment;
- Creating Caring and Healthy Communities;
- Providing the Best Start in Life and Enabling Learning at All Ages; and
- Creating Sustainable, Green and Well-connected Communities.

This HAMP will ensure transport connectivity in the local area is maintained, particularly with regard to connections to essential services and facilities throughout Ceredigion. The HAMP will also ensure provision for walking and cycling is maintained, encouraging its use and therefore benefitting physical and mental well-being.



## **4.0 HAMP POLICY**

### **4.1 Policy Statement**

4.2 This HAMP defines highway asset management as

“A systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the performance requirements of the Council in the most efficient and sustainable manner”.

4.3 Against this backdrop this HAMP has been developed to ensure the Council has well-managed highway infrastructure assets in line with the recommendations of the national code of practice and to deliver Ceredigion County Council’s key aspirations.

4.4 The following policy objectives for this HAMP have been developed to support these aspirations:

#### **Key Objectives:**

1. The Highway Authority will manage its resources to support the safe and expeditious movement of goods and people by means of a risk based and prioritised approach.
2. Continue to manage and maintain the network to enable sustainable modes of travel including cycling and walking.
3. National, Corporate and Business planning objectives will underpin this policy.
4. The Council will adopt effective asset management practices leading to more efficient and effective maintenance activities.
5. To put in place appropriate inspection and maintenance regimes, data collection, condition surveys, inventory management and information systems to enable informed decision making, to ensure our statutory duties are met and to minimise the County Councils exposure to claims.

### **4.5 Delivery of the HAMP Key Objectives**

4.6 Ceredigion County Council’s HAMP will enable the delivery of key highways objectives whilst supporting regional and Council wide objectives.

4.7 The stated Highway Service objectives are:

**Key objective 1:** The Highway Authority will manage its resources to support the safe and expeditious movement of goods and people by means of a risk based and prioritised approach. This will be done by:

- a) providing a highway network which is fit for purpose. This translates to a road network that is: 1) Safe – Ensuring compliance with statutory obligations.
- b) Serviceable – Ensuring availability, integrity, reliability.
- c) Sustainable– Maximising value to the community.
- d) supporting national, regional and local transport and road safety strategies
- e) co-ordinating the works on the network to minimise congestion
- f) using a risk assessment matrix, network hierarchy, and traffic volumes to target resources

**Key objective 2:** Continue to manage and maintain the network to enable sustainable modes of travel including cycling and walking. This will be done by:

- a) supporting Active Travel initiatives
- b) maintaining and managing the highway cycle network within Ceredigion
- c) developing footway and cycleway maintenance hierarchies
- d) supporting the infrastructure for passenger transport networks
- e) recognising cycle usage as part of our highway investment prioritisation model

**Key objective 3:** National, Corporate and Business planning objectives will underpin this policy. This will be done by:

- a) liaising with internal and external partners to ensure that highway maintenance activities are aligned with wider objectives
- b) recognising changes in legislation and policies
- c) acting on feedback received from the Council's Capital Monitoring Group to ensure appropriate oversight of capital investment
- d) producing an Annual Statement and Options Report which will provide a positional statement and investment options

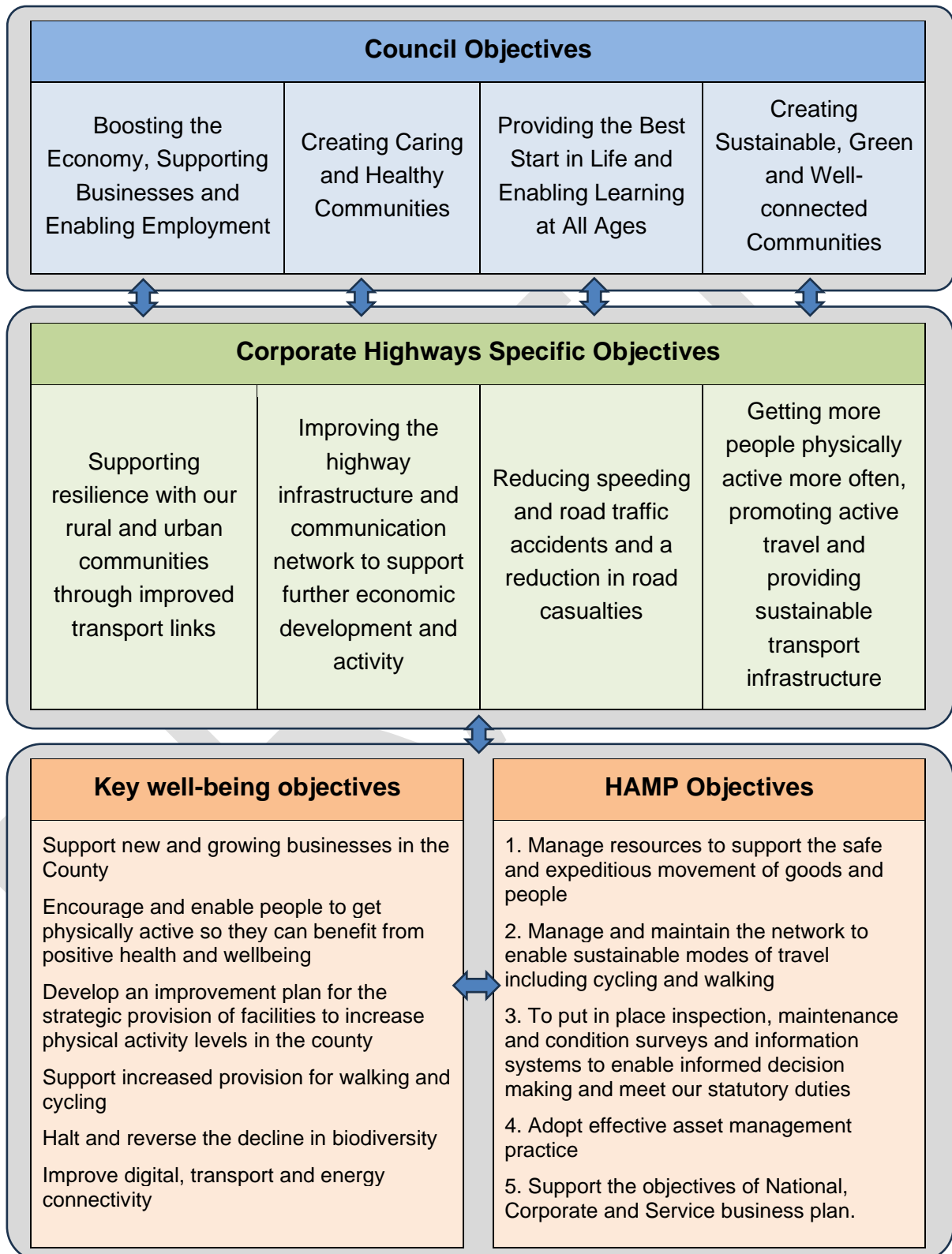
**Key objective 4:** The Council will adopt effective asset management practices leading to more efficient and effective maintenance activities. This will be done by:

- a) recognising whole life costs, long-term sustainability, technical advancement and environmental considerations, in relation to the available resources.
- b) developing life cycle plans for the whole life of our infrastructure assets to enable us to carry out preventative maintenance at the right time to avoid costly reactive repairs to our assets.
- c) Working collaboratively with other Welsh authorities within the County Surveyors Society Wales (CSSW) asset management project

**Key objective 5:** To put in place appropriate inspection and maintenance regimes, data collection, condition surveys, inventory management and information systems to enable informed decision making, to ensure our statutory duties are met and to minimise the County Council's exposure to claims. This will be done by:

- a) maintaining an appropriate infrastructure assets inspection procedure. This will take into account national guidance such as the Well-Managed Highway Infrastructure code of practice etc.
  - b) ensuring that highway defects, whether identified by inspectors or reported by the public, are investigated and repaired in accordance with the criteria set out in our highway maintenance manual (Volume 3) and the Code of Practice Highway Safety Inspection and Response on County Roads 2021
  - c) maintaining our investment in our asset management systems
  - d) carry out appropriate inventory and condition surveys of our infrastructure assets
  - e) investing in data capture and mobile technology to capture asset information, condition data and keep accurate records of works undertaken on the assets.
- 4.8 The detailed procedures used to ensure the Council provides data to inform its decision-making process are set out in the Information and Data Management Strategy. The strategy is set out in Volume 2, the HAMP, the supporting framework document, and engagement activities undertaken will be reported each year in the Annual Statement and Options Reports (ASOR's)

#### 4.9 Key Objective Relationships



#### 4.10 Scope of the Policy

4.11 This Policy covers highway infrastructure assets on Ceredigion County Council's publicly maintainable highway network. The infrastructure assets include:

- Roads
- Footways
- Highway Bridges and related structures
- Highway drainage
- On and off-road Cycle routes
- Geotechnical assets
- Highway Lighting, traffic signals and illuminated signs
- Highway street furniture and traffic calming measures
- Highway trees and verges

4.12 The Policy **does not** cover the following asset:

- Trunk Roads
- Public Rights of Way
- Car Parks
- Land Drainage assets
- Non-adopted carriageways / footways
- Non-adopted Council highway assets (Corporate Estate)
- Coastal defences
- Speed cameras/CCTV/ANPR
- Community or transferred Assets
- Corporate non adopted structures/buildings

## 5.0 IMPLEMENTING THE HAMP POLICY STRATEGY

### 5.1 Asset Management Planning as a Policy

The Council will adopt an asset management planning approach for the management of highway infrastructure assets adopting the recommended practices set out in the (CSSW) Highway Asset Management Framework.

Prior to acceptance, proposed Capital Works projects shall be subjected to technical and life cycle cost evaluation and prioritised using predetermined criteria developed to satisfy the goals of the Corporate Plan and the HAMP.

### 5.2 Asset Data

The Council, through the Highways Maintenance/Development Service Managers will collect and maintain data sufficient to support the recommended practices. This will include:

**Inventory:** maintaining an asset register to the level of detail required to meet the requirements of the Chartered Institute of Public Finance and Accountancy (CIPFA) Transport Infrastructure Asset Code.

**Inspection records:** maintaining records of inspections undertaken and defects identified

**Repair records:** maintaining details of the repairs undertaken

**Condition survey data:** maintaining records of condition assessments

**Customer contact data:** maintaining records of requests, notification of defects and complaints

**Cost data:** maintaining records of the cost of repairs and works sufficient to enable review

## 6.0 HAMP FINANCIAL MANAGEMENT

- 6.1 The Council will apply the appropriate financial management practices required to support asset management.
- 6.2 The Council will **record and review** the following;
- 6.3 High level historical costs in order to understand how the asset condition has been affected by the levels of investment.
- 6.4 Unit costs of the common activities in order to understand how they are changing over time and use them to inform the cost-effectiveness of those activities.
- 6.5 Benchmark high level costs against peer authorities in order to allow an assessment of how much others are investing and what results they are able to achieve for their budgets.
- 6.6 Benchmark unit costs against peer authorities and external suppliers' in order to assess them in comparison to how much others able to deliver for similar activities.
- 6.7 The Council will report an **annual asset valuation**. This will be done by calculating annual depreciation costs using a method set out in the transport asset valuation procedure and report them with gross replacement and depreciated replacement cost figures.
- 6.8 Report long term future costing options in order to **show the level of investment required** to maintain the asset and allow choices to be made in consideration of both short and long-term needs.
- 6.9 Undertake a **lifecycle cost analysis** (whole life costing) to enable choices to be made that balance short and long-term costs appropriately and allow minimal whole life cost options to be targeted.
- 6.10 Report **major investment options** by preparing specific business cases to Development Group for Capital investment ensuring that expenditure is justified, monitored and reported on to ensure that the intended benefits are realised.
- 6.11 **Review budget allocation** using the Council's Highway Asset Management Plan to recommend and guide the setting of Council budgets for maintaining



the Highway asset. This will include the funding required for all asset purchase, maintenance, rehabilitation and replacement.

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## 7.0 PERFORMANCE REVIEW

7.1 In order to ensure that the standards set out in this manual are adhered to the Council will develop and operate a performance monitoring regime as set out below;

7.2 **Community Expectations** - Monitor contacts from users and residents and report upon issues identified or trends in the amount of contact.

7.3 **Risk Review** - Undertake an annual review of risks associated with the management of its highway infrastructure and report the outcome

Develop, maintain and regularly review a Highway Asset Risk Register that will identify the risks associated with the Council's Highway infrastructure and record the controls in place to manage them.

7.4 **Operational Performance Measures (OPM)** - A series of operational performance measures will be developed and used to monitor ongoing activities such as inspections and routine and reactive repairs. A list of the operational performance measures along with their frequency of report and to who they are reported.

7.5 These operational measures will be designed to enable the service managers to undertake corrective action if performance has fallen below the required standards. As such the reporting of these measures is undertaken at frequencies within the year i.e. monthly, quarterly etc.

7.6 **Performance Indicators** - The following National and Local Performance Indicators measure how the service is performing

### National Indicators

National P.I. PAM020 - % km of A roads in poor condition

National P.I. PAM021 - % km of B roads in poor condition

National P.I. PAM022 - % km of C roads in poor condition



### Local Indicators

Local P.I. HES-LPI-03 -The average number of calendar days taken to repair street lighting failures during the year

Local P.I. HES-LPI-09 - % Category 1 Defects repaired or made safe by the end of the next working day

- 7.7 In addition, CSSW has developed a suite of performance measures designed to enable authorities to monitor the performance of their highway assets. The Council will adopt the recording and reporting of these performance measures in order to enable review of progress in meeting condition targets set in the asset management plan and to facilitate appropriate comparison with peer authorities.
- 7.8 **Benchmarking** - The Council participates in appropriate benchmarking activities using the data recorded for appropriate OPM's and PIs. This benchmarking will be facilitated via the CSSW HAMP project. It is recognised that some of the measures are a direct result of Council choice in terms of local standards and targets adopted and as such comparison with other authorities may not always be appropriate. There are elements of performance however where understanding equivalent performance in similar authorities will enable the Council to share and learn from good practice and to implement improvements. The Council actively pursues this via collaboration facilitated by CSSW and the various committees and groups that CSSW support.

## **8.0 HIGHWAY MAINTENANCE MANUAL**

8.1 The Council, through the Service Manager (Highways Maintenance) will maintain a manual detailing how highway maintenance is carried out. The Highway Maintenance Manual defines how and when we:

- Inspect
- Categorise and prioritise reactive repairs
- Assess condition
- Identify and prioritise sites for renewal or replacement
- Choose the materials used
- Prepare works programmes
- Procure and manage works
- Record and report costs
- Record and respond to customer contacts
- This is closely aligned with the Code of Practice Highway Safety Inspection and Response on County Roads 2021

## **9.0 HAMP ANNUAL REPORTING**

9.1 The Council through the Corporate Manager (Highways Services) will prepare an Annual Status and Options Report (ASOR). The purpose of this report is to provide managers and elected members with information to enable standards to be set and included in the Highway Asset Management Plan. It summarises and reports:

- The status of each asset group in terms of its condition and the Council's ability to meet its reactive repair standards
- The result of the previous year's investment in terms of meeting the target service standards.
- The results of the annual risk review
- The options available for the future in terms of both short and long term predictions of levels of defects and condition that can be afforded for different budget levels.

9.2 Wherever possible predictive modelling will be used to develop and implement preventative maintenance programs to ensure lowest life cycle costs. Best value lies with planned preventive maintenance as opposed to relatively expensive reactive maintenance

9.3 When the annual budget is set any amendment to the service standards specified in the asset management plan will be made and an addendum to the highway asset management plan published.

## 10.0 HAMP MANAGEMENT

- 10.1 The Council through the Corporate Manager (Highways Services) will;
- 10.2 Develop a Highway Asset Management Plan covering roads (carriageways), footways, bridges & structures and street lights. The HAMP is normally reviewed on a five yearly frequency.
- 10.3 The HAMP shall define the management strategies to be adopted throughout the life cycle of the asset.
- 10.4 The HAMP shall include:
- Predicted future changes in demand
  - Levels of service required
  - The investment required in the maintenance, renewal and replacement of assets to meet the levels of service approved by the Council
  - Methods of performance monitoring and appraisal
  - Financial projections
  - The risks associated with the plan
- 10.5 The Council, through the Service Manager (Highways Development), will provide a **Works Programme** and;
- Maintain a rolling programme for all asset groups directly related to strategies contained in the HAMP.
  - Evaluate and review the works programme annually
- 10.6 The Council, through the Service Manager (Highways Development), will ensure effective **Communication** by:
- Allocating responsibility for asset management to appropriately trained/skilled/competent personnel.
  - Maintaining regular planned Asset Management communications appropriate to stakeholder needs
  - Engaging with relevant national projects such as the CSSW HAMP project.
- 10.7 The Council through the Corporate Manager (Highways Services) will drive **Improvement and Value for Money** through the effective application of good asset management to deliver improvements and better value for money from maintaining and monitoring a register of efficiency improvements



- 10.8** The Council through the Service Manager (Highways Maintenance) will carry out an **assessment of highway asset management practice** annually.

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## **11.0 ROLES AND RESPONSIBILITIES**

11.1 The roles and responsibilities for undertaking Highway Asset Management Planning are as detailed below:

### **11.2 Elected Members**

- To act as custodians of Council assets.
- To set corporate asset management policy with linkage to Council's Corporate Plan.
- To agree Levels of Service and Levels of Acceptable Risk for each asset class as advised and recommended by the Service in its ASOR's .
- To allocate budgets to achieve the levels set.
- To ensure appropriate resources for Asset Management activities are made available.

### **11.3 Chief Executive Officer / Corporate Leadership Group**

- To provide strategic direction and leadership.
- To ensure there is continuous improvement in asset management.
- To review existing policies and develop new policies related to asset management.
- To monitor and review managers and staff in achieving the Asset Management Strategy.
- To ensure accurate and reliable asset information is presented to Council.

### **11.4 Managers and Staff**

- To implement the Asset Management Policy and plan with agreed resources.
- To develop and implement improvement plans for individual asset groups.
- To develop and implement Maintenance and Capital Works programs in accordance with Asset Management Plan and budgets
- To deliver levels of service to agreed risk and cost standards.
- To present information to the Council, Chief Executive Officer and Executive team in terms of life cycle risks and costs
- To seek stakeholder feedback on proposed changes to service levels

## **12.0 ASSOCIATED PROCEDURES AND RELATED POLICIES**

12.1 Medium Term Financial Strategy – see link below to CCC webpage

[\*\*MEDIUM TERM FINANCIAL STRATEGY 2024/25 - CEREDIGION COUNTY COUNCIL\*\*](#)

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## 13.0 VOLUME 2 – HIGHWAY ASSET MANAGEMENT FRAMEWORK

13.1 **Purpose** - The purpose of this section is to document how Ceredigion County Council (CCC) manages highway maintenance. It shows how the Council plans to meet its duties as the Highway Authority and documents the methods used to ensure that the risk to users is appropriately monitored and managed.

13.2 **Scope** - Highways Services will undertake maintenance activities on behalf of the Council on the County Road Network. This section details the procedures used by the Council in the planning and execution of all works and functions associated with the management, operation, maintenance and improvement of the highway asset including how the activities are monitored to ensure compliance with Council policies

### 13.3 Legal Requirements

13.4 As the Highway Authority the Council has a duty to meet the requirement of the following legislation:

**The Highways Act 1980:** This places a duty upon Highway Authorities to maintain highways, adopted as maintainable at public expense, and to keep them safe for public use. Important clauses regarding high maintenance are provided in Appendix A. In particular, Section 41 imposes a duty to maintain highways maintainable at public expense. There is no definition in the Act regarding the level of maintenance required although national codes have been produced to offer some guidance. The document, “Well-Managed Highway Infrastructure: A Code of Practice (October 2016)” produced by the Roads Liaison Group, makes recommendations for surveys and inspections of the adopted highway network, except where local constraints or demands have required local solutions

**New Roads and Street Works Act 1991 (NRSWA):** This places a duty upon Highway Authorities to co-ordinate all works in the highway for the purposes of ensuring safety, minimising inconvenience to highway users, and protecting the highway and apparatus in it. NRSWA mandates the coordination of street works to minimise disruption. This includes joint planning of works by different utilities and authorities to avoid repeated excavations of the same stretch of road. Safety Measures: Comprehensive safety measures must be in place for all street works

**The Traffic Management Act 2004 (TMA):** This places a duty on Highway Authorities to ensure the expeditious movement of traffic on their road network

and networks of surrounding authorities. This act was introduced to tackle congestion and disruption on the road network. The TMA places a duty on local authorities to make sure traffic moves freely and quickly on their roads and the roads of nearby authorities. The TMA gives councils more tools to manage parking policies, coordinate street works and enforce some moving traffic offences.

### **13.5 National Guidance**

13.6 To assist authorities in meeting their duties the following National Guidance is provided. The methods adopted in this manual are based upon the contents of the following:

- “Well-Managed Highway Infrastructure: A Code of Practice, UK Roads Liaison Group, 2016”
- “Risk Based Approach: Method”, 2018, CSSW, 2018
- “Highway Inspection Defect Recording Manual”, CSSW, 2018

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## 14.0 ROLES, RESPONSIBILITIES AND COMPETENCIES

14.1 The roles, responsibilities and competencies required of those involved in managing the Council's highway asset are defined in Table 2 below;

<b>Role</b>	<b>Responsibility</b>
Councillors	Approve the use of this document as Council policy.
Corporate Manager Highways Services	Developing new approaches and solutions to diverse and complex issues, working in new and challenging fields. The post is required to interpret legislation and national/regional policy initiatives to ensure that our internal policy and procedures comply. This includes within the service as well as corporately and includes fundamental reviews of existing policies and procedures. This post holder also provides that key link with Corporate Lead Officers and work with other Corporate Managers in ensuring that teams are managed consistently to meet strategic and corporate objectives and that these are effectively co-ordinated and implemented across all service areas
Service Manager Highway Maintenance	Develop the policy and standards to be used, ensure their effective implementation, monitor the results and undertake an annual update.
Service Manager Highways Development	Develop the policy and standards to be used, ensure their effective implementation and ensure that new assets are compatible with the standards of the service and provide the annual ASOR reports.
Highway Inspectors	Carry out inspections according the Councils policy - Code of Practice Highway Safety Inspection and Response on County Roads, recording the appropriate data for input into the Asset Management system.
Works Leaders	Prioritise the cyclical preventative and reactive programme of defect rectification and contribute to the prioritised programme of planned maintenance.
Works Gangs	Carrying out remedial and cyclical works as instructed and record the required data for input into the Asset Management system.
Contractors	Carry out repairs as instructed and as specified and record the required data for input into the Asset Management system.

*Table 2 - Roles and Responsibilities*

## **14.2 Competencies and Training**

- 14.3 The Council is committed to continual staff development and training. It is important to ensure that those implementing the HAMP are provided with the combination of training, skills, experience and knowledge to them to perform the task(s) efficiently, effectively and safely.
- 14.4 It is important that all those involved in the process of highway maintenance understand the extent and nature of the Council's, as the Local Highway Authority, legal obligations for highway maintenance, and how these relate to their particular responsibilities, including the important distinction between duties and powers.
- 14.5 It is therefore implicit that for each component of the Council's maintenance strategy that those involved in the process will have received training to enable them to demonstrate the necessary level of competence.
- 14.6 The Council shall provide the necessary training by both in-house and external bodies to ensure that support is provided for such competence to be maintained. On appointment, all Ceredigion highway inspectors will take part in an internal induction and training programme. This will be followed by formal external training and professional qualification. Further training will be provided as appropriate to ensure continual professional development.
- 14.7 All Ceredigion Highway Inspectors are trained to City and Guilds 6033 - Units 301 and 311. Additional training will be provided to ensure compliance with the new code, including any regional or national Highway Inspector Competency Scheme or Accreditation.

### UNIT 301: HEALTH AND SAFETY

Intended to provide appropriate basic health and safety training for highways inspectors, to give them an appreciation of how to carry out a basic risk assessment and assist them to work safely on the highway.

### UNIT 311 - HIGHWAY INSPECTION TECHNICAL

Intended for those carrying out highway inspections in their first year of appointment and as a useful refresher for more experienced highway inspectors. The course provides a good basic knowledge of all areas of highways maintenance and inspection in which they might be involved.

## 15.0 COST RECORDING

15.1 The cost of the activities required to maintain the highway are recorded to enable them to be monitored and managed. The coding used to record costs is shown below in Table 3.

15.2 Highway maintenance costs are allocated to one of the following categories.

<b>Cost Category</b>	<b>Activity</b>
Planned Maintenance - Preventative	Planned maintenance activities that are designed to ensure that more expensive future repairs may not be needed.
Planned Maintenance - Corrective	Planned maintenance activities that correct the condition of the asset and which would not cost significantly more if delayed.
Routine Cyclic Maintenance	Scheduled works consisting of preventative activities that are based on a prescribed time interval.
Routine – Reactive Maintenance (Emergency)	Reactive repair of potentially safety defects identified from inspection or customer complaint / request for service.
Routine - Reactive Maintenance (Non-Emergency)	Other less urgent minor maintenance repairs
Routine – Inspection and Survey	Cost of specialist inspection and surveys
Operating Costs	Costs of operating elements of the asset
Loss	Money expended that is effectively “lost” to the Council from which no benefit to the asset or user is gained.
Improvements	Works that add new infrastructure to the asset.

*Table 3 - Cost Recording Categories*

## 16.0 DATA MANAGEMENT

### 16.1 Types of Data

16.2 The types of data required to manage the highway assets are:

**Inventory:** the number, location, size, type, age and component make up of each asset.

**Condition:** measurement and rating of the condition of the asset from testing or visual inspection.

**Inspection:** details of the inspection regime, inspection results and actions initiated

**Use:** details of the use of assets in the form of data such as traffic volume counts, heavy vehicle routes, etc.

**Safety:** details of accidents and incidents that occur on the asset

**Cost:** details of the unit cost and total cost of activities to enable cost benchmarking. Details of the amount spent annually to maintain or improve the asset.

16.3 The asset data is used for;

- Monitoring of, and reporting on, the condition of components of the overall highway asset
- Prediction and reporting of funding needs
- Identification and prioritisation of maintenance works
- Monitoring and reporting of performance (key performance indicators)
- Assessment of the whole life cycle of individual assets or asset components
- Asset valuation and depreciation cost analysis
- Public information to provide greater transparency

## 16.4 Asset Categorisation

16.5 For the purpose of this document and for all highway asset management reporting, the Council has adopted the categorisation used in the Chartered Institute of Public Finance and Accountancy CIPFA Transport Asset Code as shown below.

Level 1 Asset type	Level 2 Asset group	Level 3 Components that level 2 implicitly covers
Carriageway	Area (square metre) based elements <ul style="list-style-type: none"> <li>• Flexible pavements</li> <li>• Flexible composite pavements</li> <li>• Rigid concrete pavements</li> <li>• Rigid composite pavements</li> </ul>	<ul style="list-style-type: none"> <li>• Pavement layers</li> <li>• Other surface types, e.g. paved</li> <li>• Central reservation, roundabout, lay-by, traffic island, etc</li> <li>• Earthworks (embankments and cuttings, retaining walls height &lt;1.35m)</li> <li>• Traffic calming</li> <li>• Fords and causeways</li> </ul>
	Linear elements	<ul style="list-style-type: none"> <li>• Kerbs</li> <li>• Line markings</li> <li>• Road studs</li> <li>• Highway drainage elements (gullies, drains, etc, but not large structures)</li> <li>• Boundary fences and hedges</li> <li>• Hard strip/shoulder verges/vegetation</li> </ul>
Footways and Cycleways (Connected to the highway or segregated)	<ul style="list-style-type: none"> <li>• Footways</li> <li>• Pedestrian areas</li> <li>• Cycleways</li> <li>• Shared Use Paths</li> </ul>	<ul style="list-style-type: none"> <li>• Pavement layers</li> <li>• Other surface types, e.g., block paving,</li> <li>• unbound materials</li> </ul>

<b>Level 1 Asset type</b>	<b>Level 2 Asset group</b>	<b>Level 3 Components that level 2 implicitly covers</b>
Structures	<ul style="list-style-type: none"> <li>• Bridges (span &gt;1.5m)</li> <li>• Cantilever highway sign</li> <li>• Chamber/cellar/vault</li> <li>• Culverts (dia/span &gt;0.9m)</li> <li>• High mast lighting columns (height &gt;20m)</li> <li>• Retaining walls (height &gt;1.35m)</li> <li>• Sign/signal gantries and cantilever highway signs</li> <li>• Structural earthworks, e.g. strengthened/reinforced soils (all structures with an effective retained height of 1.5m or more)</li> <li>• Subway: pipe</li> <li>• Tunnel (enclosed length of 150m or more)</li> <li>• Underpass/subway: pedestrian (span of 1.5m or more)</li> <li>• Underpass: vehicular</li> <li>• Special structure</li> </ul>	All elements identified on the CSS inspection pro forma for smaller water-carrying structures are considered as highway drainage
Highway Lighting	<ul style="list-style-type: none"> <li>• Lighting columns</li> <li>• Lighting unit attached to wall/ wooden pole</li> <li>• Heritage columns</li> <li>• Illuminated bollards</li> <li>• Illuminated traffic signs</li> </ul>	<ul style="list-style-type: none"> <li>• Column and foundations</li> <li>• Bracket</li> <li>• Luminaires</li> <li>• Control equipment, cables</li> <li>• Control gear, switching, internal wiring cabling (within ownership)</li> </ul>



<b>Level 1 Asset type</b>	<b>Level 2 Asset group</b>	<b>Level 3 Components that level 2 implicitly covers</b>
Street furniture	<ul style="list-style-type: none"> <li>• Transport</li> <li>• Highway</li> <li>• Amenity</li> </ul>	<ul style="list-style-type: none"> <li>• Traffic signs (non-illuminated)</li> <li>• Safety fences</li> <li>• Pedestrian barriers</li> <li>• Street name plates</li> <li>• Bins</li> <li>• Bollards</li> <li>• Bus shelters</li> <li>• Grit bins</li> <li>• Cattle grids</li> <li>• Gates</li> <li>• Trees/tree protection, etc</li> <li>• Seating</li> <li>• Verge marker posts</li> <li>• Weather stations</li> </ul>
Traffic management systems	<ul style="list-style-type: none"> <li>• Traffic signals</li> <li>• Pedestrian signals</li> <li>• Zebra crossings</li> </ul>	Different types including loops
	Traffic/Pedestrian/Cycle counters	Complete installation including loops
	<ul style="list-style-type: none"> <li>• Information systems</li> <li>• Safety cameras</li> </ul>	<ul style="list-style-type: none"> <li>• Variable message signs</li> <li>• Vehicle activated signs</li> <li>• Real time passenger information</li> </ul>
Land	<ul style="list-style-type: none"> <li>• Freehold land</li> <li>• Land rights</li> </ul>	Features on the land are not taken into account in the valuation

**16.6 Data Storage**

16.7 Data for each asset is held electronically on the various software systems shown in Table 4 below:

16.8 Ceredigion County Council Highways and Environmental Services are currently using the Symology Insight Infrastructure Asset Management System for all assets. Several other software systems are used for specialist functions.

*Table 4 - Software Systems*

Asset Information Types		Carriageways	Footways & Cycleways	Structures	Street Lighting	Drainage	Street Furniture	Traffic Management
1	Asset register	Symology Insight Infrastructure Asset Management Systems	Symology Insight Infrastructure Asset Management Systems	Symology Insight Infrastructure Asset Management Systems	Symology Insight Infrastructure Asset Management Systems	Symology Insight Infrastructure Asset Management Systems	Symology Insight Infrastructure Asset Management Systems	Sentient (VAS)
2	Safety Inspections							
3	Condition survey							
4	Reactive Maintenance							
5	Cyclic Maintenance	WDM	WDM					
6	Planned Maintenance							

Asset Information Types		Carriageways	Footways & Cycleways	Structures	Street Lighting	Drainage	Street Furniture	Traffic Management
7	Streetworks							
8	Street Gazetteer							
9	Accident Analysis	AccsMAP	N/A					
10	Traffic Data	MetroCount Compass	Drakewell C2-Cloud	N/A				
11	Customer Contacts	Symology Insight Infrastructure Asset Management Systems Clic (Corporate Customer Contact System)						
12	3rd Party Claims							
13	Departmental Finance	Civica Financials						

*Table 4 - Software Systems*



## 16.9 Data Management

16.10 It is essential that we know the quality of the asset data we hold and that appropriate measures are taken to maintain the data and to collect any important data that is not currently held.

16.11 The responsibility for the management of the data relating to each asset group has been assigned to the officer roles indicated below:

Asset Group	Person Responsible for Asset Data
Carriageways	Service Manager (Highways Development) Asset & Design Manager
Footways, Footpaths & Cycle ways	Service Manager (Highways Development) Asset & Design Manager
Drainage	Service Manager (Highways Development) Asset & Design Manager
Structures	Service Manager (Highways Development) Asset & Design Manager
Street Lighting	Service Manager (Highways Development) Asset & Design Manager Street Lighting Engineer
Traffic Signals	Service Manager (Highways Development) Asset & Design Manager Street Lighting Engineer
Non-illuminated signs	Service Manager (Highways Development) Transport Strategy & Safety Manager Senior Traffic Engineer
Street Furniture	Service Manager (Highways Development) Asset & Design Manager
Verges & Planted Areas	Service Manager (Highways Development) Asset & Design Manager



16.12 It is the responsibility of the officer in the role shown above to ensure that data relating to the asset group for which they are responsible is updated, verified, validated and reviewed as shown in the following sections and that any actions required to improve data are reported to the Service Manager (Highways Development) and the Asset & Design Manager.

16.13 Overall responsibility for highway asset data quality lies with the Service Manager (Highways Development) (or someone appointed specifically to undertake the role).

16.14 The core data requirements for each of the asset groups have been identified by Ceredigion HAMP 2025-2030 project and can be found in Ceredigion HAMP 2025-2030 Task 2 data assessment sheet.

**16.15 Updating**

16.16 Asset data should be updated following changes to the asset as shown in Table 5 below:

Type	Timing
New Assets – Council Built	Within one month of handover
New Assets - Taking in Charge	Within one month of handover
Major maintenance e.g. resurfacing, asset renewals	All Asset Groups – within one month of completion
Removals	Within three months of confirmation of stopping up order/removal

*Table 5 - Inventory Update Frequency*

**16.17 Data Verification**

16.18 Any new or updated asset data that has been captured shall be verified prior to entering it into the appropriate software/database.

16.19 Verification by field inspections should be carried out for 100% of any new data (provided by an external source) to be added to any asset management system.

16.20 If the verification inspection identifies less than 90% accuracy the data will be returned to the provider who will be required to update and resubmit their data at no cost to the Council.



16.21 If the verification inspection identifies 90% or more accuracy the data will be entered into the respective asset management system with all identified anomalies corrected.

16.22 Any resubmitted data shall be subjected to the same verification checks as the original data.

### **16.23 Data Validation**

16.24 In order to validate data held within the highway asset software/databases sample validation surveys may need to be carried out periodically for all assets.

16.25 A validation survey will compare the data held within the relevant software/database with a site inspection. Sites will be selected randomly to achieve a 5% target, if the accuracy is 90% or above, no further action will be required.

16.26 If the accuracy is below 90%, this should be reported to the Service Manager, Highways Maintenance and an investigation will be undertaken to identify any trends of specific data attributes which are incorrect and the history of the data. The investigation will identify whether the same inaccuracies are affecting the remaining data.

16.27 If the data inaccuracy is found to be more than an isolated incident the Service Manager (Highways Development) will organise the undertaking of a wide scale survey of the asset in order to rectify the erroneous data.

## 17.0 DATA ASSESSMENT & IMPROVEMENT

### 17.1 Annual Data Review

- 17.2 A review of the data will be undertaken annually. The review is informed by the results of data validation surveys and uses the spreadsheets produced under the CSSW HAMP project to enable an evaluation of the data held. This method uses a core data set recommended by CSSW as the minimum that authorities should hold for each asset group and a method of assessing the quantity and reliability of the data held. This results in a confidence rating for each item of data.
- 17.3 The review is used to identify data deficiencies and to enable improvement actions to be planned to improve the quality of the data held.
- 17.4 The results of the latest data review are reported in Table 6 below, by asset group, detailing any data deficiencies and the actions proposed for their improvement. All improvement actions undertaken are reported annually within the Annual Status and Options Report (ASOR).

*Table 6 - Asset Data Improvement Register*

Data Quality Collected	Data Improvement Action	Date
<b>Carriageway Data</b>		
There is no visual condition data for carriageways that would be useful to corroborate the results given by the machine based condition survey.	All safety defects collated by the Highway Safety Inspector shall be analysed and inserted into the database to assist with prioritising the condition of the carriageway	2025/26
100% of the carriageways have machine based condition data.	Review data condition collection cycle to bring this in line with the revised Code of Practice for Highway Safety Inspections (2021)	2025-27
Machine condition data for Unclassified Roads is not gathered as a set frequency which may be having an affect on the proposed schemes identified by the prioritisation process.	Ensure 'Unclassified Roads are all surveyed using a machine at an interval of no greater than 5 years. Unclassified Roads do not deteriorate as quickly as Classified Roads and it is believed that a survey every 5 years will provide accurate information for the prioritisation process. This frequency will be monitored.	2030/31



<b>Data Quality Collected</b>	<b>Data Improvement Action</b>	<b>Date</b>
Most of carriageway surfaces don't have a recorded age in the Asset Management System. Knowledge of this information enables better decisions to be made on maintaining the existing surface.	The treatment date for all carriageway surfaces will be entered into the Asset Management System.	2030/31
<b>Footway &amp; Cycleway Data</b>		
20% of the footways have no records. These footways are located in the rural environment.	Identify the locations of footways with no records Undertake a survey collecting a Geospatial Reference, length, width, material type and a visual condition rating. Enter information into the database.	2030/31
A full footway/cycleway hierarchy suitable for Ceredigion County Council has not yet been agreed. (currently relates to carriageway hierarchy)	Confirm the CSSW CoP guidance hierarchy meets Ceredigion County Council needs. Undertake an exercise to allocate a hierarchy to each section of footway. Insert information into the database.	2030/31
The footway visual condition information undertaken by FNS appears to give an incorrect (too high) level of poor footways	Consider and implement a new visual condition rating. Risk based prioritised condition data collection regime to be implemented	2030/31
<b>Street Lighting Data</b>		
Details of location and age of all cables is unavailable	Record full details of all cable replacements / maintenance work undertaken and insert into Symology	Ongoing
<b>Structures Data</b>		
Retaining wall data is currently held on an excel spreadsheet with an estimated 70% of the assets being included.	Identify missing retaining walls by undertaking a site survey (prioritise classified roads first) Insert all retaining wall data information into Symology	2030/31 2030/31

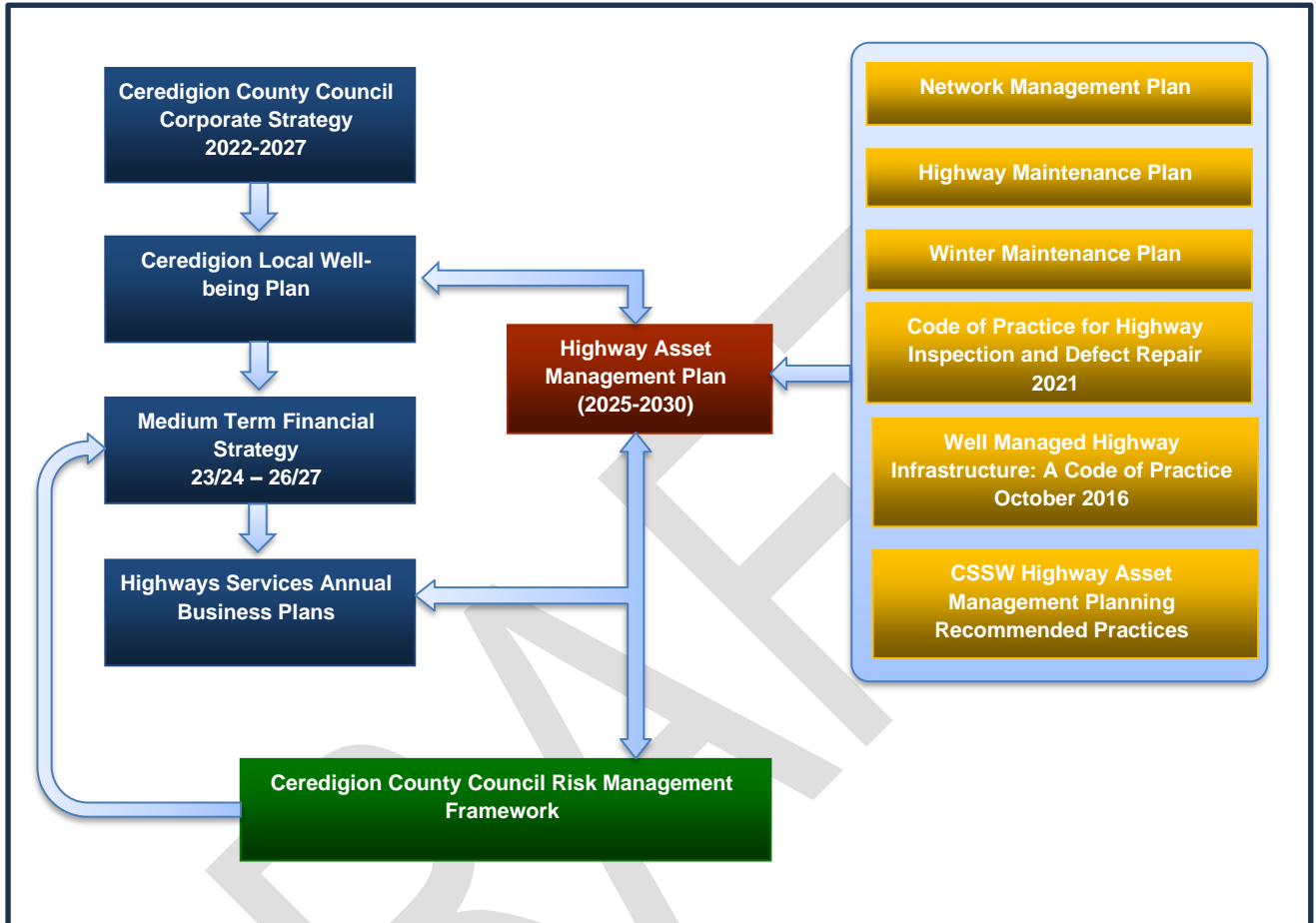




<b>Data Quality Collected</b>	<b>Data Improvement Action</b>	<b>Date</b>
Details of location, age, condition and Inspection records of some structural assets are missing from the structures database.	Identify missing structures by undertaking a site survey to undertake assets inventory.	2030/31
<b>Drainage</b>		
Gully cleaning records are currently stored in hardcopy form in a folder within the Office. This information would be easier to access and manage if it was located in an asset management system accessible by all staff.	Insert a step in the gully cleaning process to enter the gully cleaning records into the asset management system	2030/31
A list of blocked and problem gullies in stored in a Microsoft Word document on the server. This information would be easier to access and manage if it was located in the asset management system.	Insert details of the problem gullies into the asset management system	2030/31
The drainage asset inventory information held is poor. This data is essential to plan asset replacement and reduce safety risk of failure.	<ul style="list-style-type: none"><li>• Implement a system that requires all Highways personnel on site during their day to day duties to identify and record location and type data (as a minimum) electronically to be stored in Symology.</li><li>• As built drainage information to be uploaded to Symology.</li><li>• Upload existing data to Symology</li></ul>	2030/31

## 18.0 VOLUME 3 – HIGHWAY MAINTENANCE PLAN

### 18.1 Relationship with other Council Plans and Strategies



### 18.2 Plan Development

18.3 This plan has been developed in accordance with the County Surveyors Society (Wales) (CSSW) recommended highway asset management planning practices, and the Council 's plans and strategies.

18.4 The plan is consistent with the Council's corporate asset management approach.

18.5 The standards, targets and spending assumptions contained within this HAMP will be monitored and an annual status report produced.

18.6 The report will present a summary of the Council's assets annually and provide information to ensure informed choices can be made regarding future investment levels.



## 19.0 HIGHWAY ASSETS

19.1 The highway asset is made up of **carriageways** (roads), **footways/cycleways**, **bridges/structures**, **streets lights**, traffic signals and street furniture. Their respective numbers are shown in Table 7 below and covered by this plan;

Asset	Amount
Carriageways	2,153km
Footways, cycleways and shared use paths	220km*
Bridges	834 No
Underpass	1 No
Retaining walls	159 No.*
Street Lights	6,813
Illuminated signs and bollards	844
Signalised Pedestrian Crossings	7
Signalised Junctions	1
Drainage gullies	45,000*
Items of street furniture	30,000*

\*taken from surveys, recorded or estimated

*Table 7 - Highway Asset Items*

19.2 **Exclusions** – The plan does not cover assets that are the responsibility of other services or authorities within or external to the Council. These include;

- Trunk Roads
- Public Rights of Way
- Car Parks
- Land Drainage assets
- Non-adopted carriageways / footways
- Non-adopted Council highway assets (Corporate Estate)
- Coastal defences



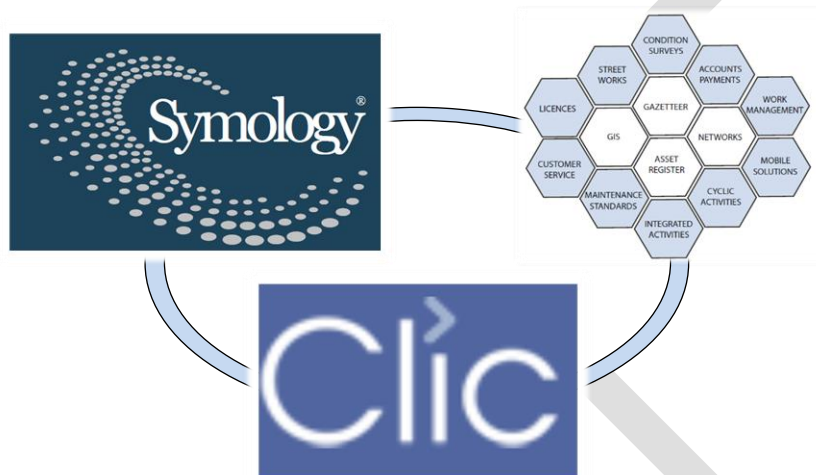
- Speed cameras/CCTV/ANPR
- Community or transferred Assets
- Corporate non adopted structures/buildings
- Bus shelters (community and national)
- Decorative or Seasonal lighting

19.3 **Data Accuracy** - Asset data for some assets is currently limited. Sample surveys and local estimates have been used in order to include them within this plan. To ensure that future plans are based on better information a Data Improvement Plan has been created to support this plan (see Volume 2).

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## 20.0 CUSTOMER EXPECTATIONS

- 20.1 This plan has been based on a review of customer expectations and external demands towards the Highways Service.
- 20.2 Customer contact in relation to the highway assets is recorded in the Council's corporate customer management system, CLIC. Symology (Insight) asset management system has been developed to work alongside CLIC to manage specific Highways Service requests and demands.



- 20.3 **Asset Growth** - Over the last 5 years 2 km of new carriageways and 8 km of new footways or cycleways have been created and added to the asset. These additional assets create need for inspection, maintenance management and associated funding in future years as they age.
- 20.4 **Weather** - This plan assumes average winter conditions. If, as has happened recently, an unseasonably harsh winter is experienced funding will need to be diverted to provide the Winter Service and it can be expected that additional damage to road surfaces will occur and the Council will need to repair significantly more pot holes.
- 20.5 **Flooding** - Some areas are prone to flooding which can damage the road. When flood events occur, resources are deployed to respond. In extreme situations this may involve clearing landslips or repairing parts of the roads eroded by flood waters. Such events if they occur may impinge upon the ability to meet the targets in this plan unless additional resources (and funding) are made available. Particularly prone to flood damage will be the bridge/structure asset. Flooding and extreme weather conditions are becoming more prevalent.



## **21.0 RISK MANAGEMENT**

- 21.1 The risks associated with maintaining the highway are managed using the methods described below. This includes how the methods comply with the risk based approach required by the Code of Practice
- 21.2 A revised Code of Practice (CoP) for Highways “Well Managed Highway Infrastructure” was published in October 2016 providing guidance that authorities are expected to follow and may rely upon when defending themselves against third party claims.
- 21.3 The most significant change to the previous guidance, proposed by the new CoP, is the greater emphasis of a risk based approach and diminished emphasis on prescriptive guidance to all decision making to be undertaken by each Council individually.
- 21.4 CSSW have developed a method in response to the CoP that it recommends authorities adopt as a minimum standard. Ceredigion have adopted this CSSW CoP along with locally approved standards in order to ensure compliance with the new guidance documentation and to ensure the effective maintenance of the highway assets.
- 21.5 The method includes development of Hierarchy based in some part on traffic volumes (usage), Inspection Regime and Defect Response Regime for the highway assets, along with recommended minimum standards for inspection and defect repair.
- 21.6 Ceredigion County Council further adopted the risk based approach for Highway Safety Inspection and Response on County Roads in 2021.



## 22.0 PROCUREMENT

22.1 Works associated with the highway asset are procured using a combination of internal and external resources. All external resources are procured in accordance with the current corporate Contract Procedure Rules to ensure compliance with the Procurement (Wales) Regulations 2024.

22.2 The day to day maintenance of the highway asset is mainly undertaken by in house Council resources. Where specialist skills are required, external contractors are employed through Contract Frameworks that the Council is party to. The details of how the service is delivered for each asset is shown in Table 8 below.

Asset	Work Type	In-House or Contractor	Contract Details
Carriageway	Routine and Reactive	Internal Workforce	NA
	Planned	Resurfacing – Contractor	Annual Contracts or Call offs
		Surface Dressing – Internal Workforce	Annual Contract
Footways and Cycleways	Routine and Reactive	Internal Workforce	NA
	Planned	Reconstruction – Contractor	Site Specific Contract
		Resurfacing – Contractor	Annual Contracts or Call offs
		Slurry Seal – Contractor	Annual Contract
Street Lighting	Routine and Reactive	Contractor	Term Contract
	Planned	Column (New / Replacement) – Contractor	Term Contract
		Luminaire (New / Replacement) – Contractor	Term Contract



Asset	Work Type	In-House or Contractor	Contract Details
Highway Bridges and Structures	Routine and Reactive	Internal Workforce and Contractor	Term Contract
	Planned	Contractor	Site Specific Contract
Traffic Signals	Routine and Reactive	Contractor	Term Contract
	Planned	Contractor	Term Contract
Street Furniture	Routine and Reactive	Internal Workforce	NA

*Table 8 - Asset Work Contracts*

22.3 Works/Contracts will be procured using the;

- South West Wales Regional Civil Engineering Contractors Framework (SWWRECF)
- Council's Dynamic Procurement System (DPS) Framework.
- Specific Council term framework contracts
- Other Council Term frameworks contracts available for use by the Council
- NMWTRA term framework contracts
- Welsh Government framework contracts

22.4 These contain performance monitoring criteria which provide the Council with a mechanism of reviewing the contracts that can be used to improve future contracts.





## 23.0 STATUTORY UNDERTAKER ACTIVITY

23.1 The condition and management of the highway is affected by third party works. The management of these third-party activities is governed by legislation, namely the;

- New Roads and Street Works Act (NRSWA) 1991 and
- Traffic Management Act 2004

23.2 All Statutory Undertaker activity undertaken on the Council's highway network is co-ordinated by the **Street Works Team** and recorded within the Insight asset management system. The Street Works Team ensure that all statutory undertakers comply with the New Roads and Street Works Act (NRSWA) 1991 and all amendments as notified in the Traffic Management Act 2004, to ensure that all works undertaken on the highway are completed to the required standards and are programmed to achieve the least disruption to members of the public.

23.3 The detailed procedures are used for undertaking this work including procedures for;

- **Streetworks licenses**; a license that Statutory Undertakers have to apply for in order to work on a Council road
- **Streetworks register**; the register kept by the Council that records where and when Statutory Undertakers are working on the highway
- **Works Noticing**; the notices that have to be issued prior to works commencing, that should be issued by the organisation that is carrying out the works (which may be the Council)
- **Works Restrictions**; preventing works being carried out on roads that have been recently resurfaced for a period of time after completion of those works
- **Works co-ordination**; coordinating works in an appropriate sequence and at appropriate intervals where more than one organisation needs to work on the same street.
- **Designation of protected streets**, where the Council can assign a protection on specific streets being used by Statutory Undertakers.
- **Re-instatement Standards**; the Councils specification for what the standards of reinstatement should be on categories of road including materials and depths etc.
- **Apparatus affected by highway works**: where the Council notifies Statutory Undertakers where road works are planned to ensure that



provision is made for the protection or diversion of the existing Statutory Undertaker apparatus

- 23.4 Statutory Undertaker works have a significant effect upon the condition of the highway and the users perception of it. In the future, ASOR reporting will reference the number of openings made and the standards of reinstatement being achieved such that a true picture of condition and its causes are known.
- 23.5 Street works are necessary to provide and maintain utility and transport services but can be disruptive to road users. To minimise this disruption the post holder will have the discretion/freedom to act by way of negotiation, cooperation, compromise whilst maintaining and promoting close working relationships with internal and external stakeholders, Elected Members, colleagues and outside organisations with regards to the timing of such utility works, which often entail the necessity for a road closure in order to safeguard the public and the contractor's staff. Managing street works has major influence on how the highway network is disrupted thus ensuring that other Council Services and this Service functions at key event times. For example, to mitigate clashes with highway planned maintenance work programmes, school bus transport, public transport, polling days and other events requiring the use of the highway 'space' such as special events including Barley Saturday, Christmas Faires, Rali Ceredigion and other activities that the public need the use of the highway for enjoyment.
- 23.6 In 2024-25 the service embarked on a utility reinstatement coring programme. This aims to identify poor workmanship (below agreed standards) undertaken by utility companies and their contractors. The aim is to pursue these utility companies to rectify their works so as not to cause further long term damage to the Councils assets and the associated cost to the Council.
- 23.7 Third Party Claims**
- 23.8 Third party claims are made against the Council when members of the public believe that negligence on the part of the Council, has resulted in injury or property damage.
- 23.9 All Third party claims are currently processed by highway officers, primarily the operational managers, and when required are communicated to the Council's Insurance team. An interface will be developed between the Insurance team's systems and the Highway Asset management system (Insight) to allow officers to disseminate the claims data in order that adjustments can be made to



working practices if required. The Insight system reporting facilities will be developed to allow transparent and expedient data extraction by the Council's Insurance officers.

23.10 To review third party claims, Highways Managers will be able to run reports from the Insight system The report details:

- the number of claims
- a breakdown of the type of claim (personal injury/property damage),
- the asset to which it refers,
- the specific details of the claim and
- whether the claim was successful or repudiated.

23.11 The Service Manager Highways Maintenance along with the Service Manager Highways Development will review the information and include a summary of the claims data in the ASORs.

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## 24.0 SERVICE STANDARDS

Under Section 41 of the Highways Act 1980, the Council as the Local Highways Authority, has a statutory duty to maintain, as far as is reasonable, the highway so that it is safe for use and fit for purpose by the public.

24.1 The service standards for each asset have been set in Table 9 below with regard to;

Service Standard	Performance Standards
Safety	<ul style="list-style-type: none"> <li>The number of incidents/defects requiring an immediate (2hr) response</li> <li>The number of “safety” defects requiring a (24hr) response</li> </ul>
Condition	<ul style="list-style-type: none"> <li>The percentage of the asset in a “poor” condition</li> <li>The percentage of the asset that should be “considered for maintenance”</li> <li>The number of maintenance defects requiring a 7-day response</li> </ul>

*Table 9 - Asset Service Standards*

24.2 Inspection and reactive repair standards are set out in the Council’s highway maintenance manual which in turn refers to the code of practice for highway safety inspection and defect response 2021. This plan assumes those standards will be consistently met.

24.3 The specific standards that users can expect from each highway asset category during the HAMP period are shown in sections .

24.4 **Strategies** will be applied to achieve the relevant standard targets. The strategy for each asset category is given in the sections below. The strategies include predictions of the type and quantity of work required to deliver the appropriate service standards. This will involve prioritising repair or replacement of asset elements in a manner designed to achieve the standard for the best possible short and long-term cost.



- 24.5 **Work programmes** will be generated annually based on the results of inspection and condition surveys using the strategies described in this document. These programmes will be dynamic based on progress and the funding available.
- 24.6 The amount of **funding** indicated below in the relevant asset category sections is designed to achieve the relevant standard described in this plan. Significant changes to the funding provided each year will result in the plan standard needing to be revised as a result.

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## 25.0 TRAFFIC MANAGEMENT

- 25.1 The Council as Local Traffic Authority has a duty to manage the road network to secure the expeditious movement of traffic on the network and facilitate the same on road networks for which another Council is the traffic Authority. The duties are set out in the Traffic Management Act 2004 and the arrangements that the Council has in place to meet these duties is detailed below.
- 25.2 **Traffic Manager** - The Traffic Manager for Council is the Corporate Lead Officer for Highways and Environmental Services.
- 25.3 **Traffic Disruption** - The Council has in place processes for ensuring that the Council identifies the cause, or potential causes of road congestion or other disruption and takes action in response to (or in anticipation of) anything so identified.
- 25.4 **Policies and Objectives** - The Council will develop specific policies or objectives in relation to different roads or classes of road on its road network and have procedures in place to monitor the effectiveness of their decision-making processes and the implementation of their decisions and assess their performance in managing their road network.
- 25.5 **Traffic Sensitive Streets** - The county has a number of streets that due to their location and physical characteristics, the amount or make up of traffic that use them and the consequence for undertaking works to them have been designated as traffic sensitive and have working time restrictions placed upon them.



## 26.0 NETWORK HIERARCHY

- 26.1 The highway assets have been divided into network hierarchy categories that reflect use and function. This enables the inspection and repair regimes to be related to their associated risk.
- 26.2 The network hierarchies have been derived in accordance with the the Code of Practice “Well-Managed Highway Infrastructure: A Code of Practice, UK Roads Liaison Group, 2016” and the CSSW “Risk Based Approach: Method”. Details of how the hierarchies were derived is held in the “4RA Annual Highway Asset Risk Review 2018”.
- 26.3 Details of the hierarchies used for each asset group can be found in Appendix B. The details of the hierarchy allocated to each individual asset are held in the Council’s asset management systems (Insight).
- 26.4 CSSW recommends that to achieve regional consistency consultation is undertaken with neighbouring authorities to enable consistent hierarchies to be allocated to assets which cross boundaries. At this time the consultation process is yet to be completed. When this is completed the assets with differing hierarchies between the Council and a neighbouring Council will be listed in **Appendix B** along with the reason for the difference.
- 26.5 The hierarchies are **reviewed** on an ongoing basis where changes to the asset occur and or significant changes in use happen (e.g. changes in traffic volume). As a minimum the hierarchy is reviewed and confirmed **every 5 years**. Records of the review are held in the “Ceredigion County Council 4RA Annual Highway Asset Risk Review”. Any resultant recommended changes to the hierarchy will be proposed to Council and their approval recorded.



## 27.0 INSPECTION REGIME

27.1 In order to monitor the condition and repair needs of the asset the Council deploys a regime of inspections of varying types and frequencies.

### 27.2 Types of Inspection

27.3 The Council undertakes the following types of inspection:

**Reactive Inspections/Response:** inspections undertaken in response to the notification to the Council of potential defects by other sources (Council employees, members of the public, emergency services etc.).

**Planned/Routine Inspections:** A regime of proactive/planned inspections the purpose of which is to identify defects that have the potential to cause harm to users and to identify defects that require repair in order to prevent escalation of deterioration and increased (avoidable) maintenance needs.

Planned routine inspections are a combination of;

- **Driven Inspections:** inspections of the carriageway are undertaken by a Highway Inspector, carried out from a slow-moving vehicle at a speed appropriate to the road conditions
- **Walked Inspections:** inspections undertaken by a Highway Inspector on foot at a walking pace on the footway, where the footway and carriageway are assessed.

### 27.4 Inspection Frequencies

27.5 **Reactive Inspections** – These are to be carried out to identify any required maintenance works following requests for service from the public or third party. These are relayed to the inspectorate via the service's Infrastructure Asset Management System, namely Symology Insight. The request is given a priority rating by the corporate call centre for response / inspection/investigation. All reported defects should be inspected within the allocated time period following receipt, unless they are already known to the inspector and have been previously entered on the Council's Insight system for rectification on a priority basis.

All reactive inspections are recorded on a mobile device. Any identified defects falling within prescribed intervention criteria are entered onto the Insight defect





database with instructions to make safe and/or repair within prescribed response times.

- 27.6 **Routine Inspections** – These are undertaken on a planned regular frequency. The frequency is based on the Network Hierarchy and is determined using the CSSW Highway Asset Risk Review Method and is reviewed every 2 years. The frequency of routine inspections is shown in Appendix C along with the CSSW minimum recommended standards.
- 27.7 Changes in the stipulated frequencies must be approved by the Corporate Lead Officer for Highways and Environmental Services before implementation.
- 27.8 In addition the Council has authorised deferment of the inspection regime in its entirety during periods where inspection is not possible. The authorisation form for the suspension of highway inspections is provided as Appendix D.
- 27.9 Safety Inspections shall normally be carried out at the fixed intervals set out in Appendix C. However, the programme of inspections may be suspended for extraordinary reasons. These include but are not restricted to statutory or fixed holidays, periods of exceptional weather where flooding or snow prevents a proper inspection of the road network, and other emergency or extreme events. Where inspections are suspended for periods of 2 days or less the roads and footways which were due to be inspected on these days shall be inspected within 2 weeks of the date that inspections resume. Where the period of suspension exceeds 2 days then, with the approval of the Corporate Lead Officer Highways and Environmental Services, and the Cabinet Member, the whole inspection programme shall be rolled forward/reset and resumed as if the period of suspension had not happened. Where approval is given to roll forward the inspection programme the reasons for and duration of the suspension must be logged on the Asset Management System.
- 27.10 **Inspection Tolerance** - A tolerance should be included to allow for unavoidable incidences such as bad weather, training, inspector sickness etc. When these are necessary it is recommended that the tolerance applied to each inspection frequency is 50% of the prescribed inspection interval or 3 months (whichever is the least).
- 27.11 Any changes to the frequencies must be approved by the Corporate Lead Officer for Highways and Environmental Services before they are implemented.
- 27.12 **Operational Factors** - Inspections shall be carried out on a route optimisation basis to ensure maximisation of operational efficiencies with the resources



available. This will result in certain sections of the network now classified as having a lower frequency of inspection being inspected at a higher frequency than specified, for example, a section of the network specified as being inspected on a frequency of 3 months actually being expected on a monthly return period if it is operationally more efficient.

**27.13 Inspection Schedule** - Inspection routes (in compliance with the regime above) are held in the Council's asset management system (Insight). The asset management system (Insight) contains details of the inspection regimes, the inspections undertaken and the date of the next scheduled inspection. The use and character of a road will be considered when scheduling inspections, for example to avoid periods with higher numbers of parked vehicles. Best endeavours will be made to ensure that the timing of the inspection enables defects to be identified effectively.

**27.14 Inspected Assets** - The assets inspected during the routine inspection include (but are not limited to) the following:

- Carriageways
- Footways
- Covers, Gratings & Frames (inc. Statutory Undertakers apparatus)
- Kerbs, Edgings and Channels
- Drainage
- Guardrails, Fencing and Restraint Systems<sup>#</sup>
- Verge, Trees and Hedges<sup>\*</sup>
- Road Studs and markings
- Signage
- Street Lighting,
- Traffic Systems, Controlled Crossings, Illuminated Bollards and Cabinets
- Cleanliness and Weed Growth

*#visual only*

*\* walked inspection only*

**27.15** Records of the inspection and the resulting observations are recorded as the inspection is undertaken using a hand-held electronic device and directly loaded into the Council's Asset Management System (Insight).



## 28.0 CONDITION ASSESSMENTS

28.1 Ceredigion County Council undertake the following condition assessments on their highway assets

<b>CARRIAGEWAY INSPECTIONS</b>
<p><b>SCANNER</b> (Surface Condition Assessment of the National Network of Roads)</p> <p>SCANNER is a machine condition survey undertaken from a vehicle moving at traffic speeds. The results of the survey are held offsite by WDM and accessed via the WDM / WIP online interface. The annual SCANNER survey coverage is;</p> <p>A Class – 100% one direction B Class – 100% one direction C Class – 50% one direction U Class – 20% one direction</p>
<p><b>SCRIM</b> (Sideway-force Coefficient Routine Investigation Machine)</p> <p>SCRIM measures wet road skidding resistance and the results of the survey are held offsite by WDM and accessed via the WDM / WIP online interface. The annual SCRIM survey coverage is;</p> <p>A Class - 100% both directions B Class - 100% one direction</p>
<p><b>Visual Condition Assessment</b></p> <p>Visual condition is recorded during the Highway Safety Inspection process.</p>

28.2 SCANNER and SCRIM surveys are arranged via a central contract managed by the Welsh Government IRIS contract and funded by the Council. The contract covers A, B and C Roads. Unclassified road surveys are funded locally by the Council as required.



### FOOTWAY/CYCLEWAY INSPECTIONS

#### Footway Network Survey (FNS)

The FNS survey is a visual assessment undertaken by external contractors, WDM. This survey is carried out once every 5 years.

#### Visual Condition Assessment

Visual condition is recorded during the Highway Safety Inspection process.

- 28.3 **Structures and Bridges** are inspected in accordance with the requirements of DMRB CS450. This will include all bridges, culverts and retaining walls

### BRIDGE & STRUCTURE INSPECTIONS

#### Visual Condition Assessment

Structures are inspected using two levels of inspection and frequency

- i. **General Inspections (GIs)**; GIs are visual inspections, possibly with some hands-on and basic assessment e.g. hammer tapping and measurements.
- ii. **Principal Inspections (PIs)**; PIs are a more detailed visual inspection, with hands-on assessment of most/all elements plus detailed assessment e.g. hammer tapping, half-cell, chloride measurements etc..

- 28.4 A **General Inspection** involves recording the extent and severity of observed defects on a form the data from which is subsequently entered into the Council's Bridge Management System (Insight). Each bridge asset is inspected biannually.
- 28.5 A **Principal Inspection** involve the creation of a detailed report along with the data recorded on the form. The results of these inspections are also entered into the CCC Bridge Management System (Insight). The frequency of Principal inspections is once every 6 years, but this frequency can be extended through the use of risk assessments (PIIRA) carried out in accordance with CG450.



28.6 **Street Lighting** – The condition of the street lighting assets is assessed using three types of specialist inspection and testing regimes;

<b>STREET LIGHTING INSPECTION AND TESTING</b>
<p><b>Visual Condition Surveying</b></p> <p>A visual condition assessment is carried out on an adhoc basis by an external contractor during maintenance visits with any obvious defects or poor condition assets being reported to the Street Lighting Engineer and actioned accordingly.</p>
<p><b>Lighting Column Structural Testing</b></p> <p>A programme of structural testing has been undertaken on all lighting columns using an external contractor. The results of the structural testing provide condition rating as follows:</p> <ul style="list-style-type: none"><li>• Red: Programme for removal (normally within 5 days)</li><li>• Amber: Retest within 3 years</li><li>• Green: Retest within 6 years</li></ul> <p>The results of the structural testing are entered onto the Insight asset management system.</p>
<p><b>Electrical Safety</b></p> <p>Electrical testing is carried out by an external contractor on all equipment. The results of the electrical testing are entered onto the Insight asset management system.</p>



## 29.0 REPAIR REGIME

29.1 Defects identified via inspection or 3rd party notification, are prioritised for repair based upon the risk that is posed to users. This is undertaken as set out below.

29.2 **Defect Categories** - The data recorded during inspections is used to determine defect categories. Defect categories prioritise repairs using the defect response times adopted by the Council and shown in Table 10 below;

Defect Categories	Description	Response Times	
		CCC	CSSW National Minimum
Critical Defect <b>Cat 1</b>	<p>A situation where the inspecting officer considers the risk to safety high enough to require immediate action, e.g. collapsed cellar, missing utility cover, fallen tree, unprotected opening,</p> <ul style="list-style-type: none"> <li>Requiring an immediate response to make the site safe</li> </ul>	2 Hours <sup>#</sup>	2 Hours <sup>#</sup>
Safety Defect <b>Cat 1.1</b> <b>Cat 1.5</b>	<p>Defects that pose an imminent risk of injury to road users,</p> <p>Requiring a response as soon as possible to remove a potential risk of injury to users</p>	<p>By End of Next Calendar Day (CHSR, CH1, CH2)</p> <p>Within 5 Calendar Days (CH3, CH4)</p>	<p>By End of Next Working Day (CHSR, CH1, CH2)</p> <p>Within 5 Working Days (CH3, CH4)</p>



Defect Categories	Description	Response Times	
		CCC	CSSW National Minimum
Maintenance Defect Cat 2.1 Cat 2.3	Defects that warrant treatment to prevent them deteriorating into a safety defect prior to the next scheduled inspection	1 month (CHSR, CH1, CH2)	1 month (CHSR, CH1, CH2)
	Requiring a response to prevent them becoming a safety defect	3 months (CH3, CH4)	3 months (CH3, CH4)
Programmed Repairs Cat 3	Defects that warrant treatment, in order to prevent them deteriorating to such an extent that additional works or costs are incurred.	As per the local works programme	As per the local works programme

*Table 10 - Defect Categories*

#Critical defects should be made safe at the time of the inspection if practicable or attended by the inspector until such time as the defect can be made safe. Making safe may constitute displaying warning notices, coning or fencing off to protect the public from the defect.

- 29.3 Details of the defect types identified and the intervention levels that have been prescribed for each defect category are provided in **Appendix D**.
- 29.4 Operational works instructions (orders) are generated automatically using the Council's asset management system (Insight), following the input of the inspection records.
- 29.5 On completion of the repair the works representative records details of the type of work undertaken, the materials used and the dimensions of the repair onto the Council's asset management system with a photograph of the completed work. The defect will only be deemed 'fully repaired' once all records have been entered into the asset management system.



### **30.0 HIGHWAY SCHEME PRIORITISATION**

- 30.1 Assets which are identified as requiring maintenance, repair, strengthening or replacement are included in a works programme of future potential schemes and projects. A risk-based prioritisation process is used to identify which of the proposed schemes should be undertaken during the following year/s.
- 30.2 All schemes that need to be planned are assessed and prioritised. This list is used as a basis to be entered onto the annual programme in accordance with the standards, strategies & budgets for each asset and treatment type as detailed in the Highway Asset Management Plan (HAMP). This list contains more schemes than it is possible to fund within the period of one financial year. As such the list of prioritised schemes expands to works that require treatment for the next two to three years and beyond. Schemes from this list can be accelerated as necessary should delays occur with the annual work programmes. An annual programme (Capital and Revenue) for each asset category is prepared from the rolling programme prioritised list.
- 30.3 The current scheme prioritisation tool utilises a cost benefit ratio matrix (CBR) to determine major scheme/project prioritisation. This tool is currently being reviewed to reflect the Corporate Strategy 2022-2027 which focuses more on carbon reduction and wellbeing of future generations.





### 31.0 CARRIAGEWAY MAINTENANCE

31.1 The Council manages 2,153km of roads which consist of

Road Class	Length
Class 1 and 2 (Types A & B)	484km
Class 3 (Type C)	841km
Unclassified (Type U)	828km

31.2 Ceredigion is a predominantly rural county and this is reflected in the fact that 88% of the roads maintained by the Council are in a rural setting.

31.3 The Council has adopted a hierarchy of road so that inspection and repair regimes can reflect the different levels of use. The carriageway hierarchy definitions are provided in **Appendix B**.

#### 31.4 Safety Targets



31.5 The Council's target response times for carriageway defect repairs are:

Repair of Safety Defects	Standard
Critical defects shall be rectified or made safe within	2 hours
Safety defects on carriageway hierarchy strategic routes, main distributor routes and secondary distributor shall be rectified or made safe <sup>#</sup>	By the End of Next Calendar Day
Safety defects on carriageway hierarchy link roads and local access roads shall be rectified or made safe #	5 days

<sup>#</sup>definition of critical and safety defects for carriageways are provided in **Appendix A**

#### 31.6 Example Defects

31.7 The examples shown below are typical of the sort of defect that can occur in the highway and would provide a different response

Defect Examples	
<p><b>A CRITICAL defect</b> is one that poses immediate danger to users such that it is appropriate to guard it until it can be coned off or repaired. Such defects occur rarely but warrant prompt attention to ensure user safety. The response to a critical defect refers to the time to attend the site and to make the safe site.</p>	
<p><b>A SAFETY defects</b> are those that pose an imminent risk of injury to users. These defects require a response as soon as possible to remove the potential risk. The most common safety defects on carriageways are potholes. The size and location of the pothole are considered when allocating the defect category.</p>	

31.8 **Maintenance defects** are defects that pose a lesser danger to users and are typically repaired to prevent them deteriorating into safety defects. The time to repair them reflects the reduced risk they pose to users.

31.9 The Council's targets for carriageway maintenance defect repairs are:

Repair of Maintenance Defects	Standard
Maintenance defects on carriageway hierarchy strategic routes, main distributor routes and secondary distributor shall be rectified or made safe #	1 month
Maintenance defects on carriageway hierarchy link roads and local access roads shall be rectified or made safe #	3 months

#definition of maintenance defects for carriageways are provided in **Appendix A**

31.10 It should be noted that many defects exist on the network that are **too small** to warrant cost effective treatment.

### 31.11 Carriageway Condition

31.12 The Council's baseline targets for carriageway condition (measured by machine condition surveys) for the duration of the plan are:

Measured Condition (by condition survey)					
	Road Class	A	B	C	U
Percentage in a <b>poor condition</b> shall be kept below		3%	6%	12%	12%
Percentage that should be " <b>considered for maintenance</b> " shall be kept below		20%	20%	32%	32%

31.13 The targets will be reviewed each year following the condition data surveys and any changes that are deemed necessary will be agreed as an addendum to this plan. In addition, road hierarchy designations, i.e., whether a road is sign posted as an A, B, C or recorded operationally as a U road will in future not be the sole determination of that road class. Instead, a risk-based redesignation based on traffic volumes will be used to determine the hierarchy which will lead eventually in an operational context to reclassification to a CHSR, CH1, CH2, CH3, CH4 and CH5. This will be communicated to the services survey contractor, WDM, in order that PI's (Road Condition Indices (RCI's)) correctly reflect/report t correctly. This work is ongoing.

31.14 The photos below provide examples of local roads which could be assessed as being in 'poor' condition or to be 'considered for maintenance'. Roads assessed as 'poor' consist of large areas of defects which affect the structure of the road. Roads assessed as deteriorating have fewer defects and may only exhibit damage to the surface of the road.





## **32.0 CARRIAGEWAY MAINTENANCE STRATEGY**

32.1 The strategy for carriageways comprises of:

- the continued repair of minor defects
- capital investment in surface treatment and reconstruction

### **32.2 Repair of Defects**

32.3 Defects such as potholes and the like are identified by a regime of inspection and/or notified to the Council by users. Defects are assessed based upon the risk they pose to users and their repair prioritised in accordance with the Council's maintenance manual and policy.

**32.4 Routine and reactive repairs are expected to continue at current levels throughout the period of this plan and will require continued investment.**

32.5 This plan assumes that the works gangs currently deployed to repair defects will continue to do so and that the quantities of repair required will be broadly similar to those experienced in recent years.

### **32.6 Resurfacing, Surface Treatment and Reconstruction**

32.7 To keep defects at a manageable level, lengths of road require resurfacing or surface treatment. Treatment is required when their condition deteriorates to the point where defects are occurring. The extent of this is reflected in the condition targets shown previously.

32.8 The strategy for all road classes in relation to measured condition is to maintain the carriageway asset at its current condition level. This will involve a range of resurfacing and preventative treatments. It is expected that spending will be split 60% on preventative maintenance (surface treatments) and 40% spent on corrective maintenance (resurfacing treatments)

32.9 In general, where it is possible roads in the initial stages of deterioration may be treated with a surface treatment. More deteriorated and poor condition roads will have their existing surface removed and replaced with a new surface layer or reconstructed completely for complete foundation failure.

32.10 Sections of road to be treated will be identified from condition survey results and specific inspections. Resurfacing and surface treatment schemes will be prioritised using a process set out in the Council's highway maintenance manual. Prioritisation takes into account the number of defects, skid resistance survey results, traffic volumes, traffic speeds, customer complaints, claims and known planned future utility works.

### 33.0 CARRIAGEWAY WORKS SUMMARY

33.1 The strategy detailed above is expected to require the following amounts of works to be undertaken.

33.2 The anticipated routine and reactive repairs numbers will be similar to previous years given the same resource

repairing approximately 1,500 carriageway safety defects annually

33.3 Maintenance defects will be repaired on a resource-based frequency to ensure that the target for safety repairs is prioritised. Many maintenance defects will be repaired as part of the repairs to safety defects to fully utilise resource in any particular area. In some rare circumstances, to ensure public safety, a road will have to be closed until major maintenance can be carried out

### 33.4 Planned Carriageway Maintenance

33.5 The typical quantities of carriageway that have been maintained with the available resource during the previous HAMP period are shown in Table 11 below. This level of maintenance is expected to be completed during this plan

Road Class	A	B	C	U
Surface Treatment (Preventative Maintenance)	9km	16km	23km	39km
Resurfacing (Corrective Maintenance)	2km	3km	11km	3km

*Table 11 - Planned Carriageway Maintenance*

### 33.6 Annual Works Programme

33.7 A rolling programme is maintained of all roads where maintenance should be considered. A prioritisation process documented in the Council’s highway maintenance manual is used to create an annual programme of work that is approved by Council and published.

33.8 The risk-based prioritisation process ensures that the strategy is implemented and that there is a documented method for choosing which schemes get targeted for treatment first.



33.9 The works quantities detailed in 33.2 and 33.5 have been estimated upon the anticipated funding levels to maintain a steady state level of repair and are shown in Table 12 below;

<b>Works Type</b>	<b>Annual Funding Required</b>
Planned Maintenance	£4.6m
Routine & Reactive Maintenance	£1.3m

*Table 12 – Annual Carriageway Maintenance Funding Requirement*

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### 34.0 FOOTWAY & CYCLEWAY MAINTENANCE

34.1 The Council manages **220km of footways and cycleways**. This is an estimated amount based on previous surveys but expected to be greater. A strategy for improving the asset inventory for footways and cycleway is provided in Volume 2.

#### 34.2 Safety Targets

34.3 The Council’s targets for footway maintenance defect repairs are aligned with the adjacent carriageway as follows:

Repair of Safety Defects	Standard
Critical defects shall be rectified or made safe within	2 hours
Safety defects on carriageway hierarchy strategic routes, main distributor routes and secondary distributor shall be rectified or made safe <sup>#</sup>	By the End of Next Calendar Day
Safety defects on carriageway hierarchy link roads and local access roads shall be rectified or made safe #	5 days

<sup>#</sup>definition of critical and safety defects for footways are provided in **Appendix A**

34.4 The Council has adopted a hierarchy of footway so that inspection and repair regimes can reflect the different levels of use. The footway hierarchy definitions are provided in **Appendix B**.

#### 34.5 Typical Footway and Cycleway Defect




34.6 A critical footway defect is one that poses immediate danger to users such that it is appropriate to guard it until it can be coned off or repaired. Such defects occur rarely but warrant prompt attention to ensure user safety. The response to a critical defect refers to the time to attend the site and to make the safe site.

34.7 Safety defects are those that pose an imminent risk of injury to users. These defects require a response as soon as possible to remove the potential risk. The main defects that need to be identified are those that may cause a pedestrian to fall over. These include damaged blocks and slabs and potholes. The size and location of the defect are considered when allocating the defect

category. Other defects that need to be considered are those that may block the footway and require the pedestrian to walk on the carriageway.

### 34.8 Example Defects

34.9 The examples shown below are typical of the sort of safety defect that can occur in the footway

		
<b>SAFETY DEFECT</b> Trip Hazard	<b>SAFETY DEFECT</b> Pothole	<b>SAFETY DEFECT</b> Trip Hazard

34.10 The Council's targets for footway maintenance defect repairs are aligned with the adjacent carriageway as follows:

<b>Repair of Maintenance Defects</b>	<b>Standard</b>
Maintenance defects on highway hierarchy strategic routes, main distributor routes and secondary distributor shall be rectified or made safe #	1 month
Maintenance defects on Highway hierarchy link roads and local access roads shall be rectified or made safe #	3 months

#definition of maintenance defects for footways are provided in **Appendix A**



### 34.11 Footway & Cycleway Condition

34.12 The Council's targets for footway condition for the duration of the plan are:

Measured Condition Class		Standard
Percentage in a <b>poor condition</b> shall be kept below		5%
Percentage that should be " <b>considered for maintenance</b> " shall be kept below		25%

34.13 The photos below provide examples of footways which could be assessed as 'poor' or 'deteriorating'. A footway is assessed as 'poor' when both the structure and the surface are damaged. These footways require full replacement. Footways with only a damaged surface are 'considered for maintenance'.





## **35.0 FOOTWAY & CYCLEWAY MAINTENANCE STRATEGY**

35.1 The strategy for carriageways comprises of:

- the continued repair of minor defects
- capital investment in resurfacing and surface treatment.

### **35.2 Repair of Defects**

35.3 Defects such as potholes and the like are identified by a regime of inspection or notified to the Council by users. Defects are assessed based upon the risk they pose to users and their repair prioritised in accordance with the Council's maintenance manual and policy.

**35.4 Routine and reactive repairs are expected to continue at current levels throughout the period of this plan and will require continued investment.**

35.5 This plan assumes that the works gangs currently deployed to repair defects will continue to do so and that the quantities of repair required will be broadly similar to those experienced in recent years.

### **35.6 Resurfacing and Surface Treatment**

35.7 The strategy for footways is to manage condition ensuring that the amounts of poor and deteriorating footways always remain below their current levels. This will involve a range of strengthening and resurfacing treatments. It is expected that 95% of the spending will be on resurfacing treatments with the remaining 5% strengthening footways in the worst condition.

35.8 Sections of footways to be treated will be identified from condition survey results and specific inspections. Schemes will be prioritised using a process set out in the Council's maintenance manual. Prioritisation takes into account the number of defects, pedestrian counts, customer complaints, claims and known planned future utility works.

### 36.0 FOOTWAY WORKS SUMMARY

36.1 The strategy detailed above is expected to require the following amounts of works to be undertaken.

36.2 The anticipated routine and reactive repairs number will be similar to previous years given the same resource

Repairing approximately 250 footway and cycleway defects annually

36.3 All defects will be repaired on a resource based frequency to ensure that the target for safety repairs is prioritised. Many maintenance defects will be repaired as part of the repairs to safety defects to fully utilise resource in any particular area.

#### 36.4 Planned Footway & Cycleway Maintenance

36.5 The typical quantities of footway and cycleway that have been maintained with the available resource during the previous HAMP period are shown in Table 13 below. This level of maintenance is expected to be completed during this plan

Treatment	All footways & cycleways
Resurfacing (Corrective Maintenance)	2km (400m/yr)

*Table 13 – Planned Footway & Cycleway Maintenance*

#### 36.6 Annual Works Programme

36.7 A rolling programme is maintained of all roads where maintenance should be considered. A prioritisation process documented in the Council’s highway maintenance manual is used to create an annual programme of work that is approved by Council and published.

36.8 The prioritisation process ensures that the strategy is implemented and that there is a documented method for choosing which schemes get completed first.

36.9 The works quantities detailed in 36.2 and 36.5 have been estimated upon the anticipated funding levels to maintain a steady state level of repair and are shown in Table 14 below;



<b>Works Type</b>	<b>Annual Funding Required</b>
Planned Maintenance	£160k
Routine & Reactive Maintenance	Included within £1.3M overall annual Highways Maintenance budget

*Table 14 - Annual Footway Maintenance Funding Required*

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### 37.0 STREET LIGHTING MAINTENANCE

37.1 The Council manages **6,813** lanterns on **6,328** columns as part of the street lighting infrastructure asset.

37.2 During the previous HAMP period, the Council completed its planned replacement of street lighting luminaires with modern and efficient LED units and replaced photocells to allow an adaptive lighting regime to be introduced. These measures have reduced the energy consumption of the street lighting asset to the minimum allowable before considering departures from standard.

### 37.3 Safety Targets

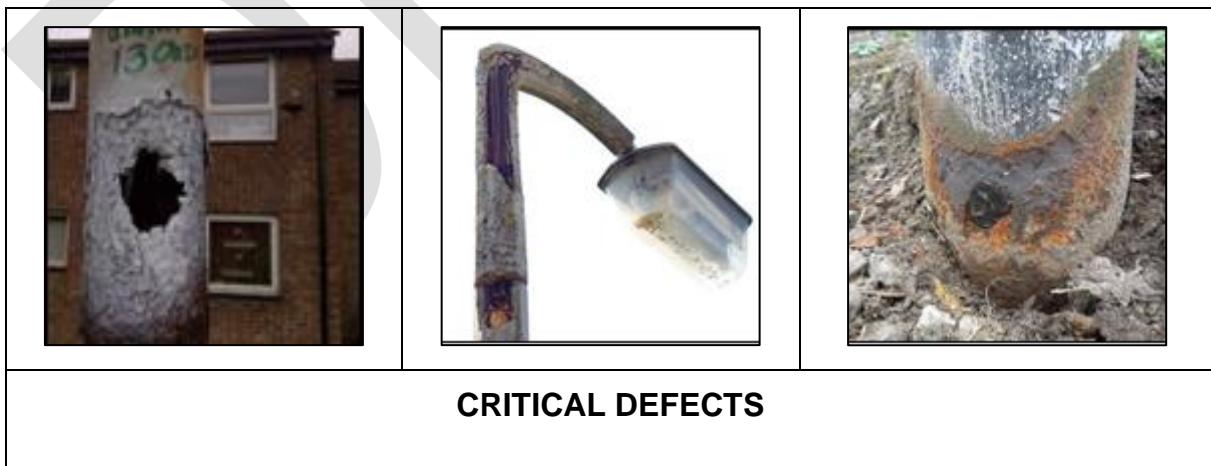
37.4 The Council's targets for street lighting safety faults are:

Repair of Safety Defects	Standard
Critical defects shall be rectified or made safe within	2 hours

37.5 A critical defect could be an exposed cable, or column on the verge of collapse (for example having been hit by a vehicle). The standard is to attend and make the site safe within 2 hours. NB. It may not always be possible to execute a permanent repair within this timescale.

### 37.6 Example Defects

37.7 The examples shown below are typical of the sort of critical defect that can occur with street lighting apparatus





37.8 The Council’s targets for street lighting maintenance faults repairs are:

Repair of Maintenance Defects	Standard
Maintenance defects (high priority- multiple outage) shall be rectified within	24 hours
Maintenance defects (low priority – single outage) shall be rectified within	5 days

### 37.9 Street lighting Condition

37.10 The Council’s targets for street lighting column condition (measured by structural testing) are:

Measured Condition Target	Standard
Percentage in a <b>poor condition</b> :: the percentage of street lighting columns tested that require instant removal or retesting in one year shall be kept below	5%
Percentage that should be “ <b>considered for maintenance</b> ”: percentage of street lighting columns tested that require retesting within three years shall be kept below	25%



## 38.0 STREET LIGHTING MAINTENANCE STRATEGY

38.1 The strategy for street lighting comprises of:

- the continued repair of faults
- capital investment in column and cable replacement
- Energy reduction.

38.2 **Repair of faults** - The result of most street lighting faults is that the light doesn't work. The faults are identified by a regime of inspections or notified to the Council by users via the Councils CRM system. Faults are assessed based upon the risk they pose to users, and their repair is prioritised in accordance with the Council's Highway Maintenance Manual

38.3 **Energy Reduction** - The Council is currently undertaking a 3 year energy reduction programme of works. New components are being installed which can be used to dim the lights to varying levels at different parts of the day. to install new components which can be used to dim the lights to varying levels at different parts of the day. The majority of the works have been completed in 2024/25. The final 2 years of the programme will be completed as part of this HAMP as end of life renewals will be required.

38.4 **Cable Replacement** - A lighting cable identification and replacement programme is completed annually to minimise the amount of future cable faults

### 39.0 STREET LIGHTING WORKS SUMMARY

39.1 The strategy detailed above is expected to require the following amounts of works to be undertaken.

39.2 The anticipated routine and reactive repairs number will be similar to previous years given the same resource

Repairing approximately 500 street lighting faults annually

39.3 All defects will be repaired on a resource-based frequency to ensure that the target for safety repairs is prioritised. Many maintenance defects will be repaired as part of the repairs to safety defects to fully utilise resource in any particular area.

39.4 The planned energy reduction measures will result in approximately **4000 energy reduction** photocells being installed between 2024/25 and 2026/27.

### 39.5 Planned Maintenance

39.6 It is estimated that the following approximate quantities of works will be carried out during the period of the plan.

Item	Quantity per year
Column Replacement	20
Cable Replacement	1.5km

### 39.7 Annual Works Programme

39.8 A rolling programme is maintained of all street lighting where maintenance should be considered. A prioritisation process documented in the Council's highway maintenance manual is used to create an annual programme of work that is approved by Council and published.

39.9 The prioritisation process ensures that the strategy is implemented and that there is a documented method for choosing which schemes get completed first.

39.10 The works quantities detailed in 39.2 and 39.6 have been estimated upon the anticipated funding levels to maintain a steady state level of repair and are shown in Table 15 below;





Works Type	25/26	26/27	27/28	28/29	29/30
Energy Reduction Photocells	£10k	£10k	-	-	-
Column Replacement	£30k	£30k	£30k	£30k	£30k
Cable Replacement	£105k	£105k	£105k	£105k	£105k
Routine & Reactive Maintenance	£400k	£400k	£400k	£400k	£400k
Energy Cost <sup>#</sup>	£240k	£240k	£240k	£240k	£240k

*Table 15 - Anticipated Street Lighting Funding*

<sup>#</sup>The energy cost will vary each year but has been baselined for this exercise

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**40.0 HIGHWAY BRIDGES & STRUCTURES MAINTENANCE**

40.1 The Council manages **993 structures** including 476 bridges, 3 footbridges, 354 culverts, 1 subway and 159 retaining walls.

**40.2 Safety Targets**

40.3 The Council’s target response times for structural defects are:

<b>Repair of Safety Defects</b>	<b>Standard</b>
Critical defects shall be made safe or the asset is closed for public safety	<b>2 hours</b>

**40.4 Bridges and Structures Condition**

40.5 The Council’s targets for structures condition for the duration of the plan are:

<b>Measured Condition Target</b>	<b>Standard</b>
<b>Percentage in a poor condition;</b> the percentage of structures with a BCI of <b>very poor</b> kept below	2%
<b>Percentage that should be “considered for maintenance”;</b> the percentage of structures with a BCI of <b>poor</b> kept below	10%



#### **41.0 BRIDGES & STRUCTURES MAINTENANCE STRATEGY**

- 41.1 The strategy for highway structures comprises of the targeted refurbishment of structures in a very poor or poor condition combined with a regime of routine maintenance designed to prevent other structures deteriorating into a poor condition.
- 41.2 **Reactive Maintenance** - Critical faults are normally notified to the Council by users. The standard response time of 2 hours for these faults leads to repairs being undertaken urgently.
- 41.3 Reactive repairs are expected to continue at current levels throughout the period of this plan.
- 41.4 **Routine Maintenance** - Routine maintenance works are “good housekeeping” work that are small in scale and cost but necessary to prevent more costly repairs being required in the future. Typical works include vegetation removal, drainage cleansing, minor repointing, minor concrete repairs etc.
- 41.5 **Planned Maintenance** - The Council has identified:
- 8 structures require strengthening
  - 81 structures in a very poor condition that require major refurbishment works
  - 242 structures in a poor condition that require minor refurbishment works.
- 41.6 The strategy is to address those that require strengthening and those in a very poor condition within this plan. This will involve a range of treatments from the replacement of components including bearings and expansion joints through to general repairs.
- 41.7 The individual requirements for each structure in the programme varies both in the preparation and the works phase. The ideal scenario will be to complete the structures in order of priority but it is almost certain delays will occur. The more appropriate approach will be to ensure that all resources are used efficiently to complete the works within the duration of the plan.



## 42.0 BRIDGES & STRUCTURES WORKS SUMMARY

- 42.1 The strategy detailed above is predicted to require the following to be undertaken over the full period of the HAMP
- 42.2 **Annual Works Programme** - A programme of structures requiring strengthening and / or refurbishment works will be identified each year for completion during this plan. The work will prioritise poor and very poor structures.
- 42.3 In order to undertake the amounts of works detailed the following amounts of estimated funding will be required annually.

Works Type	Annual Funding Required
Planned & Routine Maintenance	£636k
Reactive Maintenance	Included within £1.3M overall annual Highways Maintenance budget



#### 43.0 TRAFFIC SIGNAL MAINTENANCE

43.1 The Council manages 8 sets of traffic signals. 1 junction and 7 pedestrian crossings.

#### 43.2 Safety Targets

43.3 The Council's target response times for safety defects are

Repair of Safety Defects	Standard
Critical defects shall be made safe within	<b>2 hours</b>

#### 43.4 Traffic Signal Condition

43.5 The Council's targets for traffic signal condition for the duration of the plan are

Repair of Maintenance Defects	Standard
Maintenance defects (high priority) shall be rectified within	24 hours
Maintenance defects (low priority) shall be rectified within	5 days



#### 44.0 TRAFFIC SIGNAL MAINTENANCE STRATEGY

- 44.1 The aim of the traffic signals maintenance strategy is to ensure that all traffic signals are operating 99% of the time and all equipment remains in a safe condition.
- 44.2 Installations are replaced only following obsolescence due to life expiry or external damage
- 44.3 **Routine and Planned Maintenance** - It is anticipated that over the next five years the works on the traffic signal asset will be limited to routine inspection and reactive maintenance only. During the plan the pedestrian crossing one signal installation will need to be replaced.
- 44.4 The work quantities detailed above have been estimated upon the anticipated funding levels to maintain a steady state level of repair and are shown below

<b>Works Type</b>	<b>Annual Funding Required</b>
Planned Maintenance	£20k
Routine & Reactive Maintenance	£14k



## 45.0 RISKS TO THE PLAN

45.1 The risks that could prevent achievement of the standards specified in this plan are:

<b>Plan Assumption</b>	<b>Risk</b>	<b>Action If Risk Occurs</b>
The plan is based upon winters being normal	Adverse weather will create higher levels of detects and deterioration than have been allowed for.	Budgets and predictions will be revised and this plan updated if abnormally harsh winters occur.
The plan is based upon normal seasonal weather conditions	Adverse weather will create higher levels of detects and deterioration than have been allowed for.	Budgets and predictions will be revised and this plan updated if abnormally adverse weather (e.g., flooding) occur.
Available budgets have been assumed as shown in sections 31.0 to 44.0	External pressures mean that government reduce the funding available for roads	ASOR's will determine the budget setting required to maintain assets at the agreed service levels. If these budgets are not sufficient then this agreed level of service standard will be unachievable. Target service standards will be recommended for revision to affordable levels
Construction inflation will remain at level similar to the last 5 years.	Construction inflation will increase the cost of works (particularly oil costs as they affect the cost of road surfacing materials)	ASOR's will determine the budget setting required to maintain assets at the agreed service levels. If these budgets are not sufficient then this agreed level of service standard will be unachievable. Target service standards will be recommended for revision to affordable levels



Levels of defect and deterioration are based on current data which is limited for some assets (e.g. footways)	Assets deteriorate more rapidly than predicted and the investment required to meet targets is insufficient.	Split between planned and reactive maintenance budgets will be revised.
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APPENDIX A



## APPENDIX A: EXTRACTS FROM HIGHWAYS ACT 1980

45.2 As the highway Authority the Council is subject to legal requirements that include:

### **The 1980 Highways Act,**

- *Section 41*; to maintain those roads, footways and cycle tracks that are 'Highways maintainable at public expense'.
- *Section 58* ; states that a statutory defence against third party claims is provided where the Highway Authority can establish that reasonable care has been taken to 'secure that the part of the highway to which the action relates' to a level commensurate with the volume of ordinary traffic such that it 'was not dangerous to traffic'.

### **45.3 Section 58 : Special defence in action against a highway Authority for damages for non-repair of highway**

*(1) In an action against a highway Authority in respect of damage resulting from their failure to maintain a highway maintainable at the public expense it is a defence (without prejudice to any other defence or the application of the law relating to contributory negligence) to prove that the Council had taken such care as in all the circumstances was reasonably required to secure that the part of the highway to which the action relates was not dangerous for traffic.*

*(2) For the purposes of a defence under subsection (1) above, the court shall in particular have regard to the following matters:—*

- a) the character of the highway, and the traffic which was reasonably to be expected to use it;*
- b) the standard of maintenance appropriate for a highway of that character and used by such traffic;*
- c) the state of repair in which a reasonable person would have expected to find the highway;*
- d) whether the highway Authority knew, or could reasonably have been expected to know, that the condition of the part of the highway to which the action relates was likely to cause danger to users of the highway;*
- e) where the highway Authority could not reasonably have been expected to repair that part of the highway before the cause of action arose, what warning notices of its condition had been displayed;*



*but for the purposes of such a defence it is not relevant to prove that the highway Authority had arranged for a competent person to carry out or supervise the maintenance of the part of the highway to which the action relates unless it is also proved that the Council had given him proper instructions with regard to the maintenance of the highway and that he had carried out the instructions.*

*The New Roads & Street Works Act 1991 imparts a duty on Statutory Undertakers to maintain their apparatus in the Highway, but it has been established in Case Law that they can rely on the Highway Authority's Safety Inspection regime to some extent when defending Claims.*

*The Council can avoid being held jointly liable for defective apparatus by issuing a Section 81 Notice - New Roads & Street Works Act 1991 to the Utility Company whenever a defect is identified by the Council within the Highway*

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**APPENDIX B**



**APPENDIX B: ASSET HIERARCHY CATEGORIES**

<b>Carriageways</b>		
<b>New Category</b>	<b>Previous Category</b>	<b>Traffic Volume Band (approximate)</b>
CHSR	Strategic Route	Based on local importance rather than traffic flow but often in the range >20,000 [30,000 for calculations]
CH1	Main Distributor	10,000 - 20,000
CH2	Secondary Distributor	5,000 – 10,000
CH3	Link Road	1,000 – 5,000
CH4	Local Access Road	200 – 1,000
CH5	Minor Road	< 200

<b>Footways</b>		
<b>New Category</b>	<b>Previous Category</b>	<b>Footfall Level (indicative)</b>
FHVHU	City Centre Pedestrian Area	>10,000 (15,000 used for calculations)
FH1	Town Centre Pedestrian Area	5,000 - 10,000
FH2	Footway Outside Public Facilities	1,000 – 5,000
FH3	Link Footway (between estates/areas)	500 – 1,000
FH4	Housing Estate Footway	< 500
FH5	Little Used Rural Footway	< 100

<b>Cycleways</b>		
<b>Category</b>	<b>Category Name</b>	<b>Description</b>
A	Cycle Lane	Lane forming part of the carriageway, commonly a strip adjacent to the nearest kerb
B	Cycle Track	A highway route for cyclists not contiguous with the public footway or carriageway. Shared cycle / pedestrian paths, either segregated by white line or other physical segregation, or un-segregated.
C	Cycle Trails	Leisure routes through open spaces.



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APPENDIX C



## APPENDIX C: FREQUENCY OF INSPECTIONS

The frequency of routine inspections are shown in the following tables along with the CSSW minimum recommended standards:

<b>Carriageway: Routine Inspection Frequencies</b>		
<b>Carriageway Hierarchy</b>	<b>CCC Inspection Interval</b>	<b>CSSW Recommended Minimum</b>
CHSR	Monthly	Monthly
CH1	Monthly	Monthly
CH2	Every 3 months	Every 3 months
CH3	Every 6 months	Every 6 months
CH4	Annually	Annually (poor or unknown condition)
		Every 2 years (good condition)
CH5	Reactive	Reactive Only

<b>Footway Routine Inspection Frequencies</b>			
<b>Footway Hierarchy</b>	<b>CCC Inspection Interval</b>	<b>Inspection Method</b>	<b>CSSW Recommended Minimum</b>
FHVHU	Monthly	Walked	Monthly
FH1	Monthly	Walked	Monthly
FH2	Monthly	Walked	Every 3 months
FH3	Every 3 months	Walked	Every 6 months
FH4	Annually	Walked	Annually (poor or unknown condition)
			Every 2 years (good condition)
FH5	Reactive	Walked	Reactive

Where adjacent carriageways and footways are inspected during the same inspection the higher frequency level is applied

<b>Cycle Routes: Routine Inspection Frequencies</b>	
<b>Cycle Route Hierarchy</b>	<b>CCC Inspection Interval</b>
A	As for roads
B	Every 6 months
C	Every 6 months



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APPENDIX D



## APPENDIX D: DEFECT TYPES AND INTERVENTION LEVELS

45.4 The following is a list of defect types and intervention levels used within the Council.

### Critical Defects

Asset Type	Defect	Hierarchy	Depth/Height	Extent	Response Time
All	<b>Examples:</b> Major debris or spillage on the highway; Carriageway / footway / cycleway collapse with high risk of accidents / loss of control; Critically unstable overhead wires, trees or structures; Exposed live wiring; Isolated standing water with high risk of loss of control; Missing or seriously defective ironwork with high probability of injury to highway users	All	Not Applicable. Critical defects are defined by their potential to cause immediate injury not by defect size		2 hours

### Safety Defects

Asset Type	Defect Type	Hierarchy	CCC Dimensional Criteria	CSSW National Minimum Standards		Response Time
			Depth/Height	Depth/Height	Extent	
Carriageways	All	CHSR, CH1 and CH2	>50mm	> 50mm	Maximum horizontal dimension greater than 150mm	By the End of Next Calendar Day
	All	CH3, CH4 and CH5**	>75mm	>75mm	Maximum horizontal dimension greater than 150mm	Within 5 Calendar Days

\*\* Defect triggers on CH5 roads are to be considered to be at an investigatory level

**Maintenance Defects**

Asset Type	Defect Type	Hierarchy	CCC Dimensional Criteria	CSSW National Minimum Standards		Response Time
			Depth/Height	Depth/Height	Extent	
Carriageways	All	CHSR, CH1 and CH2	> 40mm	> 40mm	Maximum horizontal dimension greater than 150mm	1 month
	All	CH3, CH4 and CH5**	>50mm	>50mm	Maximum horizontal dimension greater than 150mm	3 months

\*\* Defect triggers on CH5 roads are to be considered to be at an investigatory level



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**APPENDIX E**



**APPENDIX E: SUSPENSION OF HIGHWAY SAFETY INSPECTION**

<p><b>CYNGOR SIR CEREDIGION COUNTY COUNCIL</b></p> <p><b>Gwasanaeth Priffyrdd ac Amgylcheddol</b> <b>Highways and Environmental Services</b></p> <p><b>GOHIRIO ARCHWILIADAU DIOGELWCH Y FFYRDD SIROL</b> <b>SUSPENSION OF HIGHWAY SAFETY INSPECTION</b></p>	
<p><b>Cyfnod y gohiriad:</b> <i>Period of suspension:</i></p>	<p><b>O</b> <i>From</i></p> <p style="text-align: right;"><b>Hyd</b> <i>To</i></p>
<p><b>Rheswm am y gohiriad:</b> <i>Reason for suspension:</i></p>	
<p><b>Rhoddir awdurdod i ohirio'r archwiliadau diogelwch ffyrdd sirol dros y cyfnod a nodir am y rhesymau a roddir uchod.</b> <i>The suspension of highway safety inspections is duly authorised for the period noted due to the reasons given above.</i></p>	
<p><b>Corfforaethol – Gwasanaethau Priffyrdd ac Amgylcheddol</b> <i>Corporate Lead Officer - Highways and Environmental Services</i></p>	<p><b>Dyddiad</b> <i>Date</i></p>
<p><b>Aelod Cabinet</b> <i>Cabinet Member</i></p>	<p><b>Dyddiad</b> <i>Date</i></p>



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APPENDIX F



## **APPENDIX F: CODE OF PRACTICE HIGHWAY SAFETY INSPECTION AND RESPONSE ON COUNTY ROADS 2021**

### **45.5 INTRODUCTION**

#### **45.6 Legislation**

Ceredigion County Council as the Highway Authority has a statutory duty to maintain its highways as outlined in the Highways Act 1980.

In particular, Section 41 imposes a duty to maintain highways maintainable at public expense. There is no definition in the Act regarding the level of maintenance required although national codes have been produced to offer some guidance. The document, "Well-Managed Highway Infrastructure: A Code of Practice (October 2016)" produced by the Roads Liaison Group, makes recommendations for surveys and inspections of the adopted highway network, except where local constraints or demands have required local solutions.

Section 58 of the Highways Act 1980 provides the Local Highway Authority with a special defence:

*"58 Special defence in action against a highway Authority for damages for non-repair of highway.*

*(1) In an action against a highway Authority in respect of damage resulting from their failure to maintain a highway maintainable at the public expense it is a defence (without prejudice to any other defence or the application of the law relating to contributory negligence) to prove that the Council had taken such care as in all the circumstances was reasonably required to secure that the part of the highway to which the action relates was not dangerous for traffic."*

#### **45.7 Intention of this Document**

This Highway Safety Inspection and Response Approved Code of Practice for Ceredigion County Council sets out the policy and standard for undertaking inspections of the adopted highway network. It is designed for use by staff carrying out highway inspections and forms part of the overall Highway Maintenance Manual. Intervention levels are stated for most circumstances, but inspection staff will always be expected to apply judgement as every eventuality cannot be covered. The primary aim of the code is to ensure that inspection, defect, and suggested repair details are correctly assessed and accurately recorded, together with subsequent details of actual repairs



undertaken. All those involved in this process must be conversant with the contents of this document in order to ensure a consistent understanding.

The Council's Highways Services carries out safety inspections of the public network within Ceredigion. The purpose of this is to ensure that, as far as is reasonable, publicly maintained carriageways, footways and other designated assets are safe for the highway user.

Implementation of a formal inspection regime and maintenance of, as far as is reasonable, the network and other assets, provides the Council with a defence under Section 58 of the Highways Act 1980 against claims made for damages resulting from incidents on the public highway.

#### **45.8 THE STATUS OF THE CODE**

45.9 It is good practice to monitor and regularly review the efficacy, relevance and compliance of the Council's Code of Practice. This revision of the 2010 Code has been driven and informed by the publication in October 2016 of the guidance document "Well Managed Highway Infrastructure: A Code of Practice". Whilst there is no requirement to adopt this guidance, the purpose of the code is to encourage best practice in highway maintenance and management.

In the 2016 publication the most significant change from the previous code was a recommendation that authorities adopt a risk-based approach, although no detail was provided on how this was to be achieved. County Surveyors Society Wales (CSSW) worked to develop a nationally consistent response through design of a methodology that would allow authorities to, through its adoption, benefit from working to a national standard. Ceredigion County Council's Highways Services has utilised this methodology in the development of the Council's 2021 code.

This document will confirm that Ceredigion County Council will accept the principles of the 2016 Code, which allows for local variations. Some principles are stated in this document, which specifically deals with Highway Safety Inspections.

Whilst it is accepted by the courts that a public highway can never be in perfect condition at all times the Highway Authority must show that it is meeting its responsibilities in a reasonable manner. An adequate inspection regime is an essential part of that requirement.



#### 45.10 Review

45.11 This document is subject to regular review at an operational level in accordance with the County Council's commitment to a process of continuous improvement. This document shall be revised to record changes to service standards or the implementation of any newly defined service standards and policies including additional data on network traffic volume.

Risk reviews which collate appropriate data will be carried out periodically and used to inform refinements to hierarchy, inspection and repair regimes.

#### 45.12 OBJECTIVES

45.13 The "Well Managed Highway Infrastructure: A Code of Practice (October 2016)" identifies the types of highway inspection that should be carried out to address three key objectives of a highway maintenance strategy.

- 1) Network Safety – Ensure compliance with statutory obligations.
- 2) Network Serviceability – Ensuring availability, integrity, reliability.
- 3) Network Sustainability – Maximising value to the community.

This document, "Ceredigion County Council Code of Practice: Highway Safety Inspection and Response on County Roads", deals specifically with Objective 1, Network Safety, and updates the previous 2010 "Code of Practice for Highway Safety Inspection of County Roads".

Ceredigion County Council's Highway Asset Management Plan provides the strategic framework that the Council has adopted and links to the Council's corporate aims and objectives.

The overarching corporate objective relating to highway maintenance is to provide safer and better roads to access services, employment and tourism.

Ceredigion County Council as local Council for highways maintainable at public expense within its boundaries will take reasonable steps to ensure these highways are safe and in discharging its duties will carry out:-

- 1) Regular inspections of the highways maintainable at public expense
- 2) Additional reactive ad-hoc inspections in response to service requests or queries received about the condition of the maintained highway.
- 3) Inspections in accordance with this code of practice.

The aims of safety inspections are to record 'defects' within the highway in order that a maintenance regime can maintain the highway in a safe condition





for users. This will be achieved by carrying out regular inspections, identifying any defects present and attaching a priority rating for them to be rectified in accordance with the guidance in this Code.

All elements of the inspection and assessment regime should be applied systematically and consistently. This is particularly important in the case of network safety, where information may be crucial in respect of legal proceedings.

#### **45.14 TRAINING AND DEVELOPMENT**

45.15 Ceredigion County Council is committed to continual staff development and training.

It is important that all those involved in the process of highway maintenance understand the extent and nature of Ceredigion County Council's, as the Local Highway Authority, legal obligations for highway maintenance, and how these relate to their particular responsibilities, including the important distinction between duties and powers.

It is therefore implicit that for each component of the Council's maintenance strategy that those involved in the process will have received training to enable them to demonstrate the necessary level of competence.

The Council shall provide the necessary training by both in-house and external bodies to ensure that support is provided for such competence to be maintained. On appointment, all Ceredigion highway inspectors will take part in and internal induction and training programme. This will be followed by formal external training and professional qualification. Further training will be provided as appropriate to ensure continual professional development.

All Ceredigion highway Inspectors are trained to City and Guilds 6033 - unit 301 and 311. Additional training will be provided to ensure compliance with the new code, including any regional or national Highway Inspector Competency Scheme or Accreditation.

#### **UNIT 301: HEALTH AND SAFETY**

- Intended to provide appropriate basic health and safety training for highways inspectors, to give them an appreciation of how to carry out a basic risk assessment and assist them to work safely on the highway.



## UNIT 311 - HIGHWAY INSPECTION TECHNICAL

- Intended for those carrying out highways inspection in their first year of appointment and as a useful refresher for more experienced highway inspectors. The course provides a good basic knowledge of all areas of highways maintenance and inspection in which they might be involved.

### **45.16 RISK MANAGEMENT**

45.17 The “Well Managed Highway Infrastructure: A Code of Practice (October 2016)” recommends that authorities apply a risk-based approach to highway management. In doing so authorities must acknowledge the fact that risk varies across the asset and between asset groups. Managers have always considered risk in their decision making about inspections, repair priorities and works programming. The new code creates a need to formalise such decision making and to ensure that all decisions are, as far as possible, fact based, and that the rationale for these decisions are recorded .

### **45.18 NETWORK SAFETY – SAFETY INSPECTIONS**

45.19 Safety inspections identify all observed defects likely to create a danger or serious inconvenience to users of the network or the wider community. Such defects should include those that require urgent attention as well as those where the location and size are such that longer periods of response would be appropriate.

Safety inspections shall normally be undertaken by slow moving vehicle travelling at a maximum speed of 20mph. Walked safety inspections shall be carried out where and when appropriate. The mode of inspection for each location, either walked or by means of slow moving vehicle, will be influenced by risk assessing the location.

The highway safety inspections are generally carried out by single driver inspectors. Exceptions include urban locations and those where risk assessments have indicated a need for inspections to be carried out on foot. The mode of inspection is reviewed to reflect national working practices guidelines and health and safety advice/guidelines.

Additional inspections may be necessary in response to user or community concern, as a result of incidents or extreme weather conditions, or in the light of monitoring information. These shall be identified through the risk management process. The parameters that are to be adhered to are:



- Frequency of inspection
- Items for inspection
- Degree of deficiency
- Nature of response

#### **45.20 AD-HOC INSPECTIONS (SERVICE REQUESTS)**

45.21 Ad-hoc inspections are to be carried out to identify any required maintenance works following requests for service from the public or third party. These are relayed to the inspectorate via the service's Infrastructure Asset Management System, namely Symology Insight. The request is given a priority rating by the corporate call centre for response / inspection/investigation. All reported defects should be inspected within the allocated time period following receipt, unless they are already known to the inspector and have been previously entered on the Council's Insight system for rectification on a priority basis.

All ad-hoc inspections are recorded on a mobile device. Any identified defects falling within prescribed intervention criteria are entered onto the Insight defect database with instructions to make safe and/or repair within prescribed response times.

Category 1 defects are automatically sent to the relevant works team.

45.22 **Note** - Missing or damaged ironwork may be the responsibility of a Utility Company. In these circumstances the Highway Safety Inspector will enter onto the Council's asset management system details of the defect for action by the Council's Streetworks section who will manage any non-action by the Utility Company.

If such defects are reported to the corporate call centre by a member of the public they are recorded and forwarded to the relevant Streetworks Inspector, who will initiate contact with the relevant statutory utility undertaker or other contractor employed on the highway. If applicable they will record the defect and instruct the utility to make safe. If the statutory utility undertaker or other contractor cannot make safe within the specified 2hr period imposed then the works will be carried out by the Council's contractor with the costs re-charged.



### **45.23 NETWORK HIERARCHY**

45.24 A viable network hierarchy is the foundation of a coherent, consistent and auditable maintenance strategy.

The requirement to split the asset into hierarchies exists in the current code. It has been retained in the new code but with the onus placed upon authorities to determine how best to apply the risk -principle in determining appropriate hierarchies. The new code states that “Carriageway hierarchy will not necessarily be determined by the road classification, but by functionality and scale of use.” For example, roads that carry 10,000 vehicles a day have a greater potential for an adverse event to occur than ones carrying 500 vehicles a day.

It is possible to estimate use for all roads based upon available traffic count data. County Surveyors Society Wales (CSSW) has chosen to recommend that a risk based hierarchy should be set predominantly based upon use. This does not preclude authorities from making necessary adjustment in response to particular local use patterns and issues. Ceredigion has undertaken a highway asset risk review which, in addition to traffic count data, takes into consideration additional factors such as whether the road is considered strategic, if it is part of a diversionary route or is travelled by a large volume of HGVs.

It is important that the hierarchy reflects the needs, priorities and actual use of each road in the network. Roads may be categorised as: classified numbered ('A' and 'B' roads), classified un-numbered ('C' roads) or unclassified ('U' roads). However, this system of classification does not necessarily reflect the priority and actual use of each road within the network

Footway priorities may sometimes conflict with carriageway priorities, and hence it is necessary to define footway and cycleway hierarchies.

For operational efficiency reasons when any highway element (either footway, cycleway or carriageway) runs adjacent to another element, the individual element having the highest hierarchy will determine the frequency of inspection of these other elements.

Walked safety inspections are carried out where applicable.

The defined operational processes seek to take into account the safety of all highway users whilst at the same time retaining an awareness of the



constraints placed upon the Council by defined and limited budgets and human resources.

These hierarchies are dynamic and reviewed to reflect any changes in network characteristics which may result due to the actual use of the network rather than the use expected when the hierarchy was originally defined.

“Well-Managed Highway Infrastructure: A Code of Practice (2016)” offers a reference point from which Highway Authorities can develop local hierarchies and for this purpose Ceredigion will apply the following shown in Table 16 as its main criteria with adjustments for usage:

<b>Code of Practice Hierarchy Level Names</b>	<b>CSSW Hierarchy Level</b>	<b>Traffic Volume Band (approximate)</b>
Strategic Route	CHSR	Based on local importance rather than traffic flow but often in the range >20,000 [30,000 for calculations]
Main Distributor	CH1	10,000 - 20,000
Secondary Distributor	CH2	5,000 – 10,000
Link Road	CH3	1,000 – 5,000
Local Access Road	CH4	200 – 1,000
Minor Road	CH5	< 200

*Table 16 - Highway (Carriageway) Hierarchy*

#### **45.25 Highway (Footway) Hierarchy**

The same principal has been adopted for the establishment of footway hierarchy. There is substantially less data available for footfall and this will need to be gathered over time.

Footway hierarchy is based predominantly upon use/traffic volumes and

- can be adjusted to reflect local conditions;
- is intended to create national consistency
- is to be documented with reasons for any variances from the method.



It is expected that officer judgement will be used to estimate footfall for different footways in order to apply the method in the absence of data.

In addition, and for operational efficiency reasons, when a highway element runs adjacent to another element, be it cycleway, footway or carriageway, the element which has the highest inspection frequency will determine the frequency of all elements.

Ceredigion will adopt the hierarchy detailed in Table 17:

<b>Code of Practice Footway Network Hierarchy Category</b>	<b>CSSW Hierarchy Level</b>	<b>Footfall Level (indicative)</b>
City Centre Pedestrian Area	FHVHU	>10,000 (15,000 used for calculations)
Town Centre Pedestrian Area	FH1	5,000 - 10,000
Footway Outside Public Facilities	FH2	1,000 – 5,000
Link Footway (between estates / areas)	FH3	500 – 1,000
Housing Estate Footway	FH4	< 500
Little Used Rural Footway	FH5	< 100

*Table 17 – Highway (Footway) Hierarchy*

#### **45.26 Highway (Cycleway) Hierarchy**

There are increasing developments in promoted routes for cyclists therefore, and subject to review, Ceredigion will adopt the guidance in the Code of Practice and continue to apply the following table to signify the relative hierarchy.

In addition for operational efficiency reasons the highway element cycleway, when running adjacent to another element (footway or carriageway), or forming a lane of the carriageway, the element having the highest hierarchy will determine the frequency of inspection of this cycleway.



Category	Category Name	Description
A	Cycle Lane	Lane forming part of the carriageway, commonly a strip adjacent to the nearest kerb
B	Cycle Track	A highway route for cyclists not contiguous with the public footway or carriageway. Shared cycle / pedestrian paths, either segregated by white line or other physical segregation, or un-segregated.
C	Cycle Trails	Leisure routes through open spaces.

*Table 18 - Highway (Cycleway) Hierarchy*

#### **45.27 INSPECTION REGIME**

#### **45.28 Safety Inspections**

45.29 A risk based establishment of hierarchies is being undertaken predominantly based upon use. Table 19 details the recommended inspection frequency. See Appendix B.

#### **45.30 Frequency of Inspection**

45.31 The frequency of inspection is again broadly set in accordance with “Well Managed Highway Infrastructure: A Code of Practice (October 2016)” with minor adjustments to avoid conflict between carriageway and footway hierarchy. Where conflicts do exist, for example at a pelican crossing, the footway hierarchy will always take precedence in determining of inspection frequency.

Changes in the stipulated frequencies must be approved by the Corporate Lead Officer for Highways and Environmental Services before implementation.

In addition the Council has authorised deferment of the inspection regime in its entirety during periods where inspection is not possible. The authorisation form for the suspension of highway inspections is provided as Appendix E.

Safety Inspections shall normally be carried out at the fixed intervals set out in Table 19. However, the programme of inspections may be suspended for extraordinary reasons. These include but are not restricted to statutory or fixed holidays, periods of exceptional weather where flooding or snow prevents a proper inspection of the road network, and other emergency or extreme



events. Where inspections are suspended for periods of 2 days or less the roads and footways which were due to be inspected on these days shall be inspected within 2 weeks of the date that inspections resume. Where the period of suspension exceeds 2 days then, with the approval of the Corporate Lead Officer Highways and Environmental Services, and the cabinet member, the whole inspection programme shall be rolled forward/reset and resumed as if the period of suspension had not happened. Where approval is given to roll forward the inspection programme the reasons for and duration of the suspension must be logged on the Asset Management System.

Feature	Category	Inspection Frequency
Roads	CHSR	Monthly
	CH1	Monthly
	CH2	Every 3 months
	CH3	Every 6 months
	CH4	Annually
	CH5	Reactive Inspections
Footways	FHVHU	Monthly
	FH1	Monthly
	FH2	Every 3 months
	FH3	Every 6 months
	FH4	Annually
	FH5	Reactive Inspections
Cycleways	A	As for roads
	B	Every 6 months
	C	Every 6 months

*Table 19 - Inspection Frequency*

**45.32 Operational Factor**

45.33 Inspections shall be carried out on a route optimisation basis to ensure maximisation of operational efficiencies with the resources available. This will result in certain sections of the network now classified as having a lower frequency of inspection being inspected at a higher frequency than specified, for example, a section of the network specified as being inspected on a





frequency of 3 months actually being expected on a monthly return period if it is operationally more efficient.

#### **45.34 Inspection Tolerances**

45.35 A tolerance should be included to allow for unavoidable incidences such as bad Code of Practice Highway Safety Inspection and Response on County Roads weather, training, inspector sickness etc. When these are necessary it is recommended that the tolerance applied to each inspection frequency is 50% of the prescribed inspection interval or 3 months (whichever is the least).

Any changes to the above frequencies must be approved by the Corporate Lead Officer for Highways and Environmental Services and the cabinet member before they are implemented. See Appendix E.

#### **45.36 Defects**

45.37 A Critical Defect is one that the inspector considers presents a risk to safety high enough to require immediate action. Defects that pose an immediate or imminent risk of injury to road users typically include items such as a collapsed cellar, missing utility cover, fallen tree, unprotected opening etc. Critical defects should be made safe at the time of the inspection if practicable or attended by the inspector until such time as the defect can be made safe. Making safe may constitute displaying warning notices, coning or fencing off to protect the public from the defect. The minimum standard for a critical defect is a response time of 2 hours (to attend and make safe as soon as possible thereafter).

- A Safety Defect is one that requires prompt attention because it presents an imminent hazard. Safety defects requiring a response as soon as possible to remove a potential risk of injury to users will typically include items such as particular sizes of potholes, trip hazards, dislodged kerbs etc. If practical, safety defects should be made safe at the time of the inspection. This may constitute displaying warning notices, coning or fencing off to protect the public from the defect. If it is not possible to correct or make safe the defect at the time of the inspection, repairs of a permanent or temporary nature should be carried out within the response time specified. CSSW's minimum standard provides dimension data that can be used as a guide to identifying safety defects for different network hierarchies.



- A Maintenance Defect is one that is not a safety defect but requires repair at an appropriate time to guard against further deterioration. They do not present an imminent hazard to users. Maintenance defects should be categorised as higher priority: defects that warrant treatment in order to prevent them deteriorating into a safety defect prior to the next scheduled inspection, and lower priority other defects that warrant treatment in order to prevent them deteriorating to such an extent that additional works or costs are incurred.

**45.38 Degree of Deficiency**

45.39 The degree of deficiency in highway elements will be crucial in determining the nature and speed of response. The table below provides a baseline. Highway Inspectors will maintain the right to investigate and possibly intervene on a risk basis at any time. Risk based assessments will be informed by the use of Ceredigion’s Inspection Defect Recording Manual, training, briefing and quality control mechanisms.

<b>Carriageway Repair Regime: Response Times</b>				
<b>Carriageway Hierarchy</b>	<b>Safety Defect</b>		<b>Maintenance Defect</b>	
CHSR	>50mm	By the end of the next calendar day	>40mm	1 month
CH1	>50mm		>40mm	
CH2	>50mm		>40mm	
CH3	>75mm	5 days	>50mm	3 months
CH4	>75mm		>50mm	
CH5**	>75mm		>50mm	

*Table 20 - Carriageway Repair Regime Response Time*

**45.40 Defect Size**

45.41 The defect sizes chosen for each type of defect and hierarchy reflect the fact that carriageway defects deteriorate more rapidly on more heavily trafficked roads as a result of the volume of vehicles running over them. A defect of 50mm depth on CH2 and above will be subjected to repeat trafficking. All



these roads carry >5,000 vehicles per day and as such a pot hole could deteriorate rapidly into a more hazardous feature if not repaired promptly. For this reason, a differential standard of safety defect size has been adopted for the minimum standard shown within Table 9.2.

#### **45.42 Response Times**

45.43 The proposed response times are also based upon taking into account the different levels of use. Appendix D shows how risk exposure has been calculated and used to show what response times are required to deliver a consistent level of risk exposure across all levels of the hierarchy.

#### **45.44 DEFECTS ASSOCIATED WITH OTHER PARTIES**

45.45 Some defects occurring on the highway are associated with defective utility or private apparatus that include covers to inspection chambers, boxes or meters. Acting as highway Authority and following an on site risk assessment, the Council will in order to protect the public from encountering such a dangerous defect, erect the necessary temporary signing and guarding to make the area safe.

After determination of the fault, the Council accepts the responsibility or passes the responsibility to the utility company or third party.

Other defects associated with other third parties, such as overhanging vegetation and encroaching fencing, or illegal obstructions of the highway that cause interference to the free and safe flow of road users, shall be recorded and may be dealt with by undertaking the remedial works and recharging or by means of an enforcement letter, and submitted for further investigation. These actions may include legal proceedings.

#### **45.46 MANAGEMENT SYSTEM AND DATA CAPTURE**

45.47 Highways Services utilises an integrated Infrastructure Asset Management System (IAMS) across a number of business areas. This system is used to collect, update and manage key data linked to sections of road, which are identified using the National Street Gazetteer's Unique Street Reference Number (USRN). Data can be GIS linked and the system allows for the linked storage of photographs and documents.



The main IAMS is web-based and is accessed via personal computers and laptops. Inspection and works modules are accessed via handheld mobile devices. Mobile working by Highways Inspectors facilitates receipt and communication of real time information.

The IAMS is used (although not exclusively) to schedule inspections, record defects, issue works tickets and receive/respond to customer enquiries.

Features of these processes include:

Inspection dates for all roads to be inspected are scheduled in advance and downloaded weekly to mobile devices.

Defects are recorded and prioritised by Highways Inspectors on mobile devices via selection from standard menus and sent back to the main system in real time, or stored when out of signal for later transmission.

To facilitate a quick response, selected Category 1 defects are sent direct to works gangs via mobile devices when they are recorded.

Where appropriate, Inspectors will plot defects on a map, and take and attach photographs to defects.

Customer service requests are sent direct to mobile devices to prompt reactive ad-hoc inspections.

Responses to customer requests where reactive inspections do not generate defects are recorded and notification returned to customer services.

Any agreed deferral or suspension of inspections is facilitated via the system and recorded.

Reporting from the IAMS system is used for strategic planning as well as operational, performance management and claim defence purposes

## **CYNGOR SIR CEREDIGION COUNTY COUNCIL**

**Report to:** Thriving Communities Scrutiny

**Date of meeting:** 19<sup>th</sup> of March 2025

**Title:** Update on Phosphates workstreams

**Purpose of the report:** To update scrutiny on the phosphate risk register and general update on ongoing work.

**Reason Scrutiny have requested the information:**  
To review the risk register

**Cabinet Portfolio and Cabinet Member:**  
Economy and Regeneration Cllr Clive Davies

### **Background**

In January 2021 NRW released advice to planning authorities on permitting development in riverine catchments of Special Areas of Conservation across Wales. This guidance effectively placed an embargo on most development within the river Teifi SAC catchment which encompasses over 50% of Ceredigion and 3 of the 6 main towns. Ceredigion County Council added this constraint to its corporate risk register shortly after and was forced to hold in abeyance a number of planning applications and put the Local Development Plan preparation on formal pause.

### **Current Situation**

Members were updated in October 2024 with the following information:

#### **Phosphates and Nutrient Management Board**

The position around phosphates restrictions on the Afon Teifi SAC remains unchanged, development cannot come forward if it would contribute additional waste water to the SAC. Such a restriction impacts approx. 50% of Ceredigion and 3 of the 6 main towns. NRW have amended the guidance to release certain types of development servicing local needs. A review of Waste Water Treatment Plants (WWTP) permits undertaken by DCWW and NRW has released some additional capacity within WWTP catchment. However this is a short term 'fix' with strategic mitigation and upgrades of WWTPs required to make a sustainable step change. To that end the Nutrient Management Board (NMB) are about to adopt and publish their Nutrient Management Plan on the 2<sup>nd</sup> of October. It is expected this will be the first in Wales for adoption on a wholly Welsh river. The plan identifies actions and mitigations that will support water quality improvement in regard to phosphates, with actions assigned to specific bodies.

The Ceredigion Policy team alongside the NMB have also delivered a number of aligned projects including the Phosphate Reduction and Mitigation (PRaM) project. This Heritage Lottery Funded project delivered a number of work packages including,

on farm nutrient run-off improvements, 5 Sustainable Urban Drainage Schemes, public engagement, 9km of riparian fencing and designed 3 strategic mitigation options (wetlands and wet woodlands) up to planning stage.

The policy team alongside the NMB have also undertaken a Teifi Water Quality monitoring project supported by the Shared Prosperity Fund to install fully remote water quality sensors along the main length of the Teifi and some tributaries. This is the first river of its kind in Wales to be fully monitored and in particular using this new and emerging technology, the results are currently being developed into a live dashboard which also includes weather, water level, temperature analysis. This is complemented by a diverse citizen science programme who are using water quality testers provided by the council to assess other areas of the river, whose results are also being included on the dashboard.

The policy team are also leading on a project looking at Net Benefit of County Landholdings funded by Cynnal y Cardi. This assessment is considering the current baseline of county farm landholdings from an economic, social and environmental perspective and assessing what interventions could be made to improve upon this baseline to meet our requirements under a number of local and national policies such as Net Zero, SFS and phosphate reduction. As well as maximising the use of the sites for the greater public good.

At a national level the Afon Teifi has been designated the only 'Demonstrator Catchment' in the UK which is a multi disciplinary approach to full catchment restoration of which we are a strategic partner. The project is led by Sir David Henshaw of NRW.

In short whilst restrictions still apply, opportunity to develop is widening and all the workstreams identified above make the Teifi the most advanced river in terms of nutrient management in Wales. We are leading the way, contributing to the First Ministers river action plan and supporting dissemination of our work across all 9 riverine SACs in Wales.

However some issues persist for us to continue this exemplary work, at present Welsh Government have not committed funding to the NMB for next year, this is a strong concern for us given Local Authority budgets. Furthermore the strategic mitigations we have designed and spent months of work on, are frustrated by a national policy approach from NRW who will only allow a waste permit to DCWW for Integrated Constructed Wetlands. Natural England support such measures and in England wetlands are enabling development as we speak. We continue to lobby hard on both issues.

## **February Update**

Whilst little has changed in the intervening 3 months since the previous update. I can confirm the following:

The Nutrient Management Plan evidence base was adopted on the 2/10/24 and the detailed water body action plans are expected to be adopted in early April.

The Water Quality Monitoring project dashboard and citizen science dashboard are now live available here: [Teifi Nutrient Monitoring Dashboard - Ceredigion County Council](#)

The County farms net benefit assessment has been completed and shared with the Farms Task and Finish group with specific recommendations for nutrient management included. An update meeting is scheduled for May for further discussion and the creation of a County Farm strategy.

The Planning Service are working with partners internally and externally to consider a strategic Net Benefit for Biodiversity project that includes nutrient mitigation, this would be to offset environmental policy requirements on the proposed WWTP upgrades county wide.

The Planning Service are hopeful to be successful in an SPF bid for additional funding to install the water quality monitors in the marine environment county wide. This would allow us to track nitrates in the Cardigan Bay SAC and develop mitigation strategies.

The Planning Service are currently preparing their 25/26 business plans where a number of actions on this workstream will be incorporated.

### **Phosphates on the Risk Register**

Nutrient Management has been on the Corporate Risk Register for some time and whilst the work of the service in monitoring, delivering improvements, leading by example has been comprehensive and has allowed some capacity for development across the Teifi catchment alongside partner work by DCWW and NRW. This development opportunity is still constrained and remains a critical challenge to economic growth.

The potential release of Marine SAC guidance is a real risk to the economic growth of the county outside the Teifi catchment. Thus, it is important to continue to include the Nutrient risk on the register and maintain momentum and critical action on the project objectives. With that in mind the risk register will be reviewed regularly and actions updated as the projects move forward.

The Current identified mitigating actions are:

1. Consider local solutions such as private treatment plants and working with DCWW to remedy the impact of WWTPs contributing 68% of the phosphates in the Afon Teifi.
2. Continue to lobby for a 'Team Wales' approach including a national mitigation list and database
3. Ensure all applications, plans and projects are screened in accordance with NRW guidance and a test of likely significant effect is undertaken followed by an Appropriate Assessment where required before issuing a decision.
4. Raise Awareness locally and nationally on this issue, identify ways to refine the guidance
5. Seek local solutions – learning from best practice elsewhere- utilizing council owned assets where possible
6. Work at a sub-national and national level through the working groups to identify solutions and mitigations and work collaboratively across catchments.

All of these actions have been progressed and remain ongoing as the updates above outline.

Appendix 1 is the current wording of the Nutrient Risk on the Corporate Risk Register.

**Wellbeing of Future Generations:**

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

No as this is an update on current work streams not implementing new policy.

**Recommendation(s):**

None

**Reasons for decision:**

**Contact Name:** Dr Sarah Groves-Phillips

**Designation:** Corporate Manager for Planning Services

**Date of Report:** 18/02/2025

**Acronyms:**

DCWW Dwr Cymru Welsh Water

NRW Natural Resources Wales

LDP Local Development Plan

SAC Special Area of Conservation

SPF Shared Prosperity Fund



R021: Phosphate levels

R021: Phosphate levels

Select Risk to Update	
R021: Phosphate levels	Corporate
R10_05_Impact of regulatory changes on economic growth (SAC, TAN15)	Service

My Risks Description		
Description	Evidence of Risk	Potential Consequences
In Jan 21 Natural Resources Wales (NRW) published evidence of phosphate levels for riverine Special Areas of Conservation (SACs) in Wales, (including the Afon Teifi) accompanied by interim planning position guidance (updated May 21, June 23, June 24). The Council is the competent authority as defined in the Habitats Regulations and is required to have regard for advice when making planning decisions both for developments and the Local Development Plan (LDP). There is a phosphate impact on 50% of Urban Service Centre's and 14% of Local Service Centre's designated in the LDP. The total land affected of Ceredigion equates to 806 km2 / 44.6% of the county. 14 allocated housing sites are constrained delivering potentially 572 homes of which 114 were expected to be affordable. There are significant issues relating to bringing development forward in this area. The area affected is expected to increase when further information and guidance is released in relation to the Marine SACs.	Nutrient monitoring by NRW has established that 8 of the 16 monitoring stations on the Afon Teifi are failing to meet their targets as set by the Joint Nature Conservation Committee (JNCC). Therefore, they are failing to meet the requirements of their conservation favourable status, potentially damaging the delicate eco systems which warranted its designation as a Special Area of Conservation (SAC). Such targets are also being monitored for other nutrients both on the Teifi SAC and on the marine SACs that encompass our coastline.	It is very likely that development across the County will be significantly constrained until measures can be implemented to mitigate the impacts of nutrients on riverine and marine environments. This could restrict the ability of the Council to deliver major elements of its Corporate Strategy, the Economic Strategy, the Local Development Plan and key health and social care facilities. The situation is expected to worsen when data relating to Marine SAC assessments are released in 2024 which will have significant implications for the rest of the County.

My Risks - Risk Score Entry (Quarterly)	
	Value
RM01 Ardrawiad/Impact	4 Mawr/Major
RM02 Tebygolrwydd/Prob	3 Posib/Possibly

Risk Target
12

Last reviewed by
This report does not contain any data

Comments (Quarterly progress against mitigating actions)
<b>Comments (Quarterly progress against mitigating actions)</b> We expect the Marine Nutrient Release to be in May 2025, we are developing a marine monitoring project and have had early discussions with funders. We are mapping the region we expect to be affected and undertaking a risk assessment of planning applications and allocated sites. We continue to lobby on the issue of NRW policy on Integrated Constructed Wetlands
Work through the NMB and planning service remains ongoing with development capacity having been released across the catchment, and in water monitoring stations deployed, alongside citizen science testing. However progress is frustrated at a national level by NRW policy on Integrated Constructed Wetlands and delays over decision making on Habitats Regulations Assessments by PEDW. Furthermore we still await a marine nutrient release with no updates as to timescales from NRW.

My Mitigating Actions Quarterly Progress					
Mitigating Action	Due Date	03/24	06/24	09/24	12/24
Consider local solutions such as Private Treatment Plants and working with Dw^r Cymru Welsh Water (DCWW) to remedy the impact of the Waste Water Treatment Plants (WWTPs) contributing 685 of the phosphates in the Afon Teifi	31 Mar 2025	★	★	★	★
Continue to lobby for a 'Team Wales' approach including a national mitigation list and database	31 Mar 2025	★	★	★	★
Ensure all applications, plans and projects are screened in accordance with NRW guidance and a Test of Likely Significant Effect is undertaken followed by an Appropriate Assessment	31 Mar 2025	★	★	★	★

My Mitigating Actions Overall Status		
Mitigating Action	Due Date	Stage
Consider local solutions such as Private Treatment Plants and working with Dw^r Cymru Welsh Water (DCWW) to remedy the impact of the Waste Water Treatment Plants (WWTPs) contributing 685 of the phosphates in the Afon Teifi	31/03/2025	In Progress
Continue to lobby for a 'Team Wales' approach including a national mitigation list and database	31/03/2025	In Progress
Ensure all applications, plans and projects are screened in accordance with NRW guidance and a Test of Likely Significant Effect is undertaken followed by an Appropriate Assessment where required before issuing a decision	31/03/2025	In Progress
Raise awareness locally and nationally on this issue and identify ways to refine the guidance	31/03/2025	In Progress
Seek local solutions - learning form best practice elsewhere - utilizing council owned assets where possible	31/03/2025	In Progress
Work at a sub national and national level through the working groups to identify solutions and mitigations and work collaboratively across catchments	31/03/2025	In Progress

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## CYNGOR SIR CEREDIGION COUNTY COUNCIL

**Report to:** INSERT TEXT

**Date of meeting:** 19<sup>th</sup> March 2025

**Title:** Delivery of Economic Strategy

**Purpose of the report:** To provide an update on progress on the delivery of The Economic Strategy for Ceredigion County Council.

**Reason Scrutiny have requested the information:**

The Economic Strategy (2020-2035) was launched four years ago. This is an opportunity to review the activity that has been taking place to support the delivery of the strategy, and the priorities for future action

**Cabinet Portfolio and Cabinet Member:**  
Cllr Clive Davies

### **Background**

Ceredigion County Council has long championed the development and growth of its local economy as a key corporate ambition. This has been shown through continual prioritisation throughout successive political administrations with Boosting the Economy, Supporting Businesses and Enabling Employment remaining its first corporate priority.

The strategy, launched formally in 2021 can be found by following this [link](#).

Alongside the Corporate Strategy, a specific sub-strategy was also widely consulted upon with Ceredigion's businesses and communities, setting out the Council's intended approach on the economic future of Ceredigion. Entitled "Boosting Ceredigion's Economy – A Strategy for Action 2020-35", the Economic Strategy identified four priority areas where action will be taken to grow the Ceredigion economy over the next fifteen years as summarised below:

### **Ceredigion's Economic Strategy 2020-2035**

#### **Overview:**

- **Vision:** To achieve strong, sustainable, and resilient economic growth for Ceredigion.
- **Priorities:** Focus on People, Place, Enterprise, and Connectivity.

#### **Key Priorities:**

1. **People:**
  - Develop opportunities to develop skills and promote health and wellbeing.
  - Create job opportunities and retain young talent.
2. **Place:**
  - Promote Ceredigion as a desirable place to live, work, and visit.
  - Improve housing, town centers, and green spaces.
3. **Enterprise:**

- Support business startups and growth.
  - Focus on key sectors like food manufacturing, agriculture, and technology.
4. **Connectivity:**
- Enhance digital, transport, and energy infrastructure.
  - Ensure reliable broadband and transport networks.

#### **Strategic Goals:**

- **Sustainable Growth:** Align with national policies for low carbon and inclusive growth.
- **Collaboration:** Work with public, private, and third sectors.
- **Resilience:** Adapt to challenges like Covid-19 and Brexit.

#### **Implementation:**

- **Partnerships:** Engage with local communities, businesses, and educational institutions.
- **Monitoring:** Regularly review and update the strategy based on performance indicators.

This strategy aims to leverage Ceredigion's strengths and address its challenges to foster a thriving, inclusive economy.

The Economic Strategy is a framework for building a collaborative approach to develop an ambitious, resilient and unique Ceredigion, where people can see a clear future for themselves.

#### **Delivery to date:**

Four years have passed since the strategy was officially launched , and there has been significant focus on delivery in the interim, across all areas of focus in the strategy.

Most areas of delivery, supported by external funding sources, are subject to independent evaluations, which are in varying stages of commissioning and delivery, but is also essential that an overview of the general status of the economy in Ceredigion is taken, so that any new factors can be taken into consideration, and the general focus of the economic strategy can also be reviewed.

The appendix includes a brief summary of the activities that have been undertaken to date across some of the key areas of focus included in the strategy,

A fuller review of the strategy will be undertaken during the course of the coming financial year (2025/26), as a number of funding programmes come to an end, and their individual reviews will be completed.

#### **Economic Indicators in Ceredigion**

As part of the review of the Economic Strategy, indicators of the relative health of the economy in Ceredigion will be considered. A key driver for the creation of the economic strategy was to tackle some of the key challenges known to the economy in Ceredigion, including:

- The relative decline in the number of active enterprises in Ceredigion
- Outward migration of young people
- Tackling the changing nature of our town centres.
- Challenges to some of the key foundational sectors in the economy (e.g. Food, Agriculture and tourism)

A presentation will be provided at the Scrutiny meeting, highlighting some of the key indicators for the economy in Ceredigion, showing the latest upwards trend in the number of active enterprises in Ceredigion, and their survival rates, and latest data on earnings, and business structure in Ceredigion.

### **Next steps / future focus:**

Currently, the focus remains on delivery against the actions set out in the strategy. A number of key strategic programmes are being delivered, and their impacts collectively being assessed.

There is particular focus on areas where there remain significant challenges, for example on how to unlock growth potential to grow the number of medium to large-sized enterprises in Ceredigion. There will also be a need to build on our collective understanding of the drivers of outward migration, and how to attract new investment that meets the strategic needs of our economy.

In October 2024, an Economy Programme Advisory Board was established to serve as a co-ordinator of future activity on the Economic Strategy.

The purpose of the Economy Programme Advisory Board is to:

- **Provide strategic oversight of the Council's Economic Strategy** considering current activity and planning for future opportunities.
- **Plan and deliver for the Long-Term:** when external funding opportunities arise, there is a need for a long-term flow of proposals to be developed, with a regularly reviewed pipeline list.

As part of the work of the Economy Programme Advisory Board, more data will be assessed to understand how Ceredigion County Council can influence the changes needed within the context of the Economic strategy and the key economic drivers that may be within or outside its control.

### **Wellbeing of Future Generations:**

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

No, a full integrated Impact Assessment was carried out when the Economic Strategy was launched. Its impact on the issues outlined in the assessment will be included in the review.

**Summary of Integrated Impact Assessment:**

**Long term:** N/A to this paper  
**Collaboration:** N/A to this paper  
**Involvement:** N/A to this paper  
**Prevention:** N/A to this paper  
**Integration:** N/A to this paper

**Recommendation(s):**

To note the content of the paper and its appendix, to review the information provided in the presentation at the meeting, and to provide reflections on the impact of the economic strategy as part of the wider review of its impact.

**Reasons for decision:**

To inform the review of the economic strategy, and to invite the Scrutiny Committee's full involvement.

**Contact Name:** Arwyn Davies

**Designation:** Corporate Manager Growth and Enterprise

**Date of Report:** 3/3/25

**Acronyms:**

**Introduction:**

## PRIORITY 1: PEOPLE

What we want to achieve	What will be done	Activity to date	Progress (not yet started, in progress, complete)
Building stronger links between future employees and employers	Develop an employer-led career experience programme, providing opportunities for employers and their future employees to build relationships.	<ul style="list-style-type: none"> <li>•Currently being delivered through UKSPF and ARFOR project activity. Activity carried out will be assessed and discussed more widely with the Education service to explore ways of mainstreaming.</li> </ul>	In progress
Employer-led skilled and innovative workforce	Support the development and operation of the new Regional Skills Partnership for Mid Wales	RSP for Mid Wales has been established, and is working well to understand employers' needs .	In progress
	Investigate the establishment of a 'Ceredigion talent bank'	<ul style="list-style-type: none"> <li>•Trialled last 18 months with ARFOR.</li> <li>•External evaluation being undertaken</li> </ul>	In progress, but may not continue without further external funding
	Increased uptake of Apprenticeship programme / Investigate the establishment of an arms-length business to enable more employers to provide apprenticeships.	<ul style="list-style-type: none"> <li>• Some work undertaken through Lifelong Learning Team and RSP.</li> <li>• Needs further discussion</li> </ul>	Not yet started

Creating an entrepreneurial focused culture	Promote Entrepreneurship as a real and potentially rewarding career choice for young people and as second / later life career choice	<ul style="list-style-type: none"> <li>Carried out through current delivery and presence at events, through funded support programmes (e.g. UKSPF Cynnal y Cardi), and the launc of the Ceredigion Business Awards</li> </ul>	In progress
Promoting Ceredigion as a positive place to live, study, work and grow	Introduce a proactive communications campaign in partnership with relevant partners to promote consistent messages about opportunities and activity in Ceredigion. Bring forward proposals to help address key challenges such as affordable housing for young people.	As above	In progress
Positively promote opportunities for all to benefit from economic growth	Build on the lessons of Arfor and other relevant research and programmes to create opportunities for Welsh speakers through economic growth. Work to promote the benefits of employing an inclusive workforce	As above	

## PRIORITY 2: PLACE

What we want to achieve	What will be done	Activity to date	Progress (not yet started, in progress, complete) Or Red Amber Green?
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	<p>Review and update masterplans for Aberystwyth, and develop similar approaches for towns in the mid and south regions of Ceredigion.</p> <p>Bring forward development plans for the Harbour in Aberystwyth and other strategic sites, including the former Arriva bus depot.</p>	<p>Placemaking plans are now in place for all six towns, and one is also being developed for New Quay. All placemaking plans, including Green infrastructure plans, town regeneration plans, marketing and branding strategies and conservation area appraisals, are located on the website - <a href="https://www.ceredigion.gov.uk/resident/planning-building-control-and-sustainable-drainage-body-sab/planning-building-control/placemaking/">https://www.ceredigion.gov.uk/resident/planning-building-control-and-sustainable-drainage-body-sab/planning-building-control/placemaking/</a></p> <p>Masterplan developed for Aberystwyth Harbour, included in the LUF programme for Aberystwyth.</p>	<p>In progress</p> <p>In progress</p>
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Build on the place plans to identify and deliver opportunities to improve living, working and recreational spaces in town across the three regions.

Bring forward development plans for a Marina at the Harbour in Aberaeron.

A Strategic Outline Business Case has been developed for a potential investment in Aberaeron, and other harbours, and forms part of the Mid Wales Growth Deal programme

In progress

Develop plans and work in partnership to develop a School of artisan food, supporting the development of the mid region as a centre of excellence for foodservice.

A proposed Canofan Tir Glas development in Lampeter includes a centre of excellence focused on food and farming

In progress

Work with partners to identify opportunities to develop facilities that provide entertainment for residents and visitors year-round.

Some individual investments supported by UKSPF Cynnal y Cardi programme

In progress

Work with partners to identify sources of funding and to attract support for activity that help deliver the place plans.

Significant funding has been attracted via the Welsh government Transforming towns programme

In progress

Work with partners to grow the impact of the arts and culture sector as an economic driver and provider of excellent leisure activity.

CCC has worked in partnership with a range of organisations on the City of Literature application to UNESCO

In progress

<p>Ensure Ceredigion has effective strategic sites for employment.</p>	<ul style="list-style-type: none"><li>· A Science / Enterprise Hub (Aberystwyth Innovation Campus), with a focus on spin-out companies in bioscience, agri-tech and radio spectrum</li><li>· Investment in key employment sites including, Parc Teifi, Llandysul Enterprise Park, Horeb Food park, Parc Aberporth, Aeron Valley Enterprise Park</li><li>· Strategic harbour investments in Aberystwyth, Aberaeron and Cardigan.</li></ul>	<p>Work is on-going across all key employment sites to bring forward investment as part of the Mid Wales Growth Deal</p>	<p>In progress</p>
<p>Develop and enhance Ceredigion's green assets</p>	<p>Continue to attract funding to invest in, and enhance the Public Rights of Way network to enable more people to access the network and thus improve general wellbeing.</p> <p>Attract funding to invest in Ceredigion's Green infrastructure in urban and rural areas, in order to improve biodiversity and highlight / increase contribution to mitigate the impacts of climate change.</p>	<p>The Rights of Way Improvement Plan is in place and some CCC capital funding, along with funding via UKSPF and other Government sources are applied to invest in key parts of the network</p> <p>Support has been attracted via Welsh Government funded Local Places for Nature programme</p>	<p>In progress</p> <p>In progress</p>

<p>Improved perception of Ceredigion as a vibrant place to live, work and visit.</p>	<p>Launch and operate a proactive marketing and communications programme to promote Ceredigion as a place to live, work and play (Under the Caru Ceredigion and Discover Ceredigion brands)</p>	<p>All the above programmes are contributing to promoting positive developments and opportunities for communities, businesses and individuals in Ceredigion. The launch of the Caru Ceredigion Business and Community Awards provided a key platform to promote positive developments and opportunities</p>
<p>Make Ceredigion a vibrant place for events</p>	<p>Develop and implement an events strategy to attract suitable major events to Ceredigion.</p>	<p>A number of key national / international events have been hosted in Ceredigion, with support from CCC and other key partners, including Rali Ceredigion, Festival of Other Voices, Wales Craft Festival, Aber Comedy Fest.</p> <p>In progress</p>

**PRIORITY 3: ENTERPRISE**

What we want to achieve	What will be done	Activity to date	Progress (not yet started, in progress, complete) Or Red Amber Green?
Support the creation of new businesses and helping existing businesses grow in Ceredigion (create more mid-size businesses)	Aim to achieve 300 new businesses opening every year in Ceredigion.	A range of business support programmes have been introduced and supported via the UKSPF and Arfor programmes.	In progress
	Tailor and enhance the business support & finance offer (including business mentoring and direct advice and support) for new and existing businesses working with the appropriate range of support organisations including Welsh Government and its agencies (e.g. Business Wales & Development Bank).	CCC works alongside other delivery partners (Business Wales, Welsh government directly, and locally supported initiatives) to provide direct business support to businesses in Ceredigion. Over the last four years, there has been a net growth in the number of enterprises in Ceredigion	In progress
	Creatively use the County Council's assets and skills to support business startup and growth (e.g Food Centre Wales, Council land and buildings)	Food Centre Wales continues to provide direct support to enable growth in the Food Manufacturing sector	In progress

	<p>Investigate the establishment of an Enterprise Hub in Ceredigion in partnership with Higher Education and Welsh Government.</p>	<p>The Hub concept is still being considered via the Tir Glas proposal in collaboration with UWTSD. There is also close working with Aberystwyth University , particularly around innovation at Aber Innovation</p>	<p>In progress</p>
<p>Raise the awareness of Ceredigion as a great place to establish and grow businesses</p>	<p>Establish a Business Awards programme for Ceredigion.  Launch and operate a proactive marketing and communications programme to promote Ceredigion’s business activity (Under the Caru Ceredigion brand)</p>	<p>Caru Ceredigion Community and Business Awards scheme successfully launched in 2024</p>	<p>In progress</p>
	<p>Continue to develop Food Centre Wales and develop the Horeb Food Park, and work with other key partners to help grow the food sector.</p>	<p>Food Centre Wales continues to deliver successfully under a Welsh government contract. Plans for the development of the site to provide further support for the sector are at Outline Business Case stage as part of the Mid Wales Growth Deal programme</p>	<p>In progress</p>

<p>Strengthen / Capitalise on key opportunities for our key sectors – Food / Farming, Agri-Tech, Tourism, Aerospace / Spectrum technology, Bioscience</p>	<p>Deliver key tourism infrastructure investments (e.g. Harbours), and continue to work in partnership with the tourism industry to jointly promote the Ceredigion tourism offer.</p> <p>Work with Aberystwyth University and Trinity St Davids University to support investments in key applied research and technology activities.</p>	<p>A Ceredigion Harbours Development programme forms part of the considerations for the Mid Wales Growth Deal - currently at Strategic Outline Case stage</p> <p>On-going work with Aber Innovation around supporting new innovators. £5m funding secured from Innovate UK to support innovation in Agri-Food and Agri-Tech in north and Mid Wales, led by Ceredigion County Council</p>	
<p>Tackle structural weaknesses / market failure where they exist in our Foundational Economy (specifically Construction and Care sectors)</p>	<p>Investigate the establishment of arms-length businesses and other creative solutions to tackle capacity issues in the construction and care sectors.</p> <p>Continue to explore and develop innovative solutions to support Ceredigion businesses win more public sector in Ceredigion.</p>	<p>To be commenced</p> <p>Some work has been delivered in this area through partners in Business Wales, but needs further review and investigation</p> <p>To be commenced</p>	

<p>Ensure Ceredigion has the infrastructure (both direct and supporting) to support growth opportunities.</p>	<p>Work with private and public partners to deliver the sites and premises infrastructure required to support growth in key employment sites across Ceredigion</p>	<p>A Sites and Premises programme has been established via the Growth Deal, with one key strategic site identified in Ceredigion (Horeb Enterprise Park), with further work being undertaken to identify opportunities in Aberystwyth</p>	<p>In progress</p>
<p>Develop and maintain a strong collaborative approach to economic growth.</p>	<p>Establish a key account management system so that key businesses have identified, relevant contact points within Ceredigion County council to help address their requirements</p> <p>Investigate the feasibility and usefulness of establishing business / sectoral forums.</p>	<p>Limited activity to establish a formal programme of key account management. This will be a focus for 2025/26</p> <p>Food Centre Wales operate a Food and Drink cluster - no other clusters or for a currently exist for other sectors</p>	<p>To be commenced</p> <p>In progress</p>



## CYNGOR SIR CEREDIGION COUNTY COUNCIL

<b>Report to: Committee</b>	<b>Thriving Communities Overview &amp; Scrutiny</b>
<b>Date of meeting:</b>	<b>19.3.2025</b>
<b>Title:</b>	<b>Oversight of in year financial matters</b>
<b>Purpose of the report:</b>	<b>To provide the Committee with an oversight of key in year Financial Monitoring matters</b>

### **Background**

The 24/25 Budget setting process was a challenging one which included c 70 Budget Reduction proposals being approved totalling c£5.8m. Progress in delivering these Budget Reduction is reviewed and monitored by Leadership Group at the end of every month.

During the year, it is intended to provide individual Overview & Scrutiny Committees with the following information:

- The latest quarterly financial position as reported to Cabinet (to include the latest BRAG status position on the 24/25 Budget Reductions)
- This will include both Revenue and Capital Financial Monitoring reports.

This information will enable the Committee to scrutinise the financial matters pertinent to the areas of Service falling within its remit. At any point during the year, the Committee may choose to explore any area of the Budget within its remit via the Forward Work programme.

### **Wellbeing of Future Generations:**

Has an Integrated Impact Assessment been completed?

Not applicable – these were considered where appropriate as part of the Budget Setting process.

### **Recommendation(s):**

**To note the report and for the Committee to scrutinise the information provided as it deems appropriate and relevant to the areas under its remit.**

### **Reasons for decision:**

To scrutinise the latest financial position.

### **Appendices:**

Appendix 1: Latest quarterly Controllable Revenue Financial Monitoring report

Appendix 2: Latest quarterly Capital Financial Monitoring report

**Contact Name:** Duncan Hall - Corporate Manager: Finance & Procurement  
**Date of Report:** 6/3/25

# CYNGOR SIR CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 11/03/25

**Title:** 24/25 Controllable Revenue Budget - Financial Performance - Quarter 3

**Purpose of the report:** To report on the 24/25 Revenue Budget - actual position to the end of December 2024 and forecasted year-end position.

**For:** Information

**Cabinet Portfolio and Cabinet Member:**  
Councillor Gareth Davies, Cabinet Member for Finance and Procurement

## 1. **SUMMARY**

This report updates Cabinet on the financial performance for all Services in relation to the Council's 24/25 Controllable Revenue Budget of £193.6m. The Budgets for each Service are actively monitored and reviewed on a regular basis, in order to assess the timing of income and expenditure, as well as the forecasted year-end position and ensuring corrective action is taken wherever possible and as appropriate.

**At this stage, a projected underspend is forecast for the year of £97k on the Controllable Budget. I.e. a balanced position is now expected to be achieved for the 24/25 financial year.**

The headline in year challenges have included:

- a) Payaward and SCAPE Pensions risks.
- b) Significant cost pressures relating to high-cost complex Children's placements as previously reported.
- c) Significant costs still being incurred re agency staff needed to fulfil statutory front line roles within our Local Authority Residential Homes and also professional Social Worker roles, although there are signs of downward trends starting to emerge.
- d) The impacts of Storm Bert and Storm Darragh.

In addition there is:

- Delivering the £5.8m of in year savings.
- Impact of the increased Council Tax Premiums on Second Homes and Long Term Empty Properties

## **2. BUDGET PERFORMANCE - HEADLINE IN YEAR CHALLENGES**

The following expands further:

- a) In year Payaward funding matters have been fully resolved both for NJC staff and Teachers. This is largely as a result of additional WG funding being received during Q3 of £1.263m and £388k respectively. In addition the SCAPE Pensions matter is also resolved by virtue of WG funding being received in line with expectations (Teachers - £1.296m and Fire levy - £87k).
- b) Out of County Children's placements – As at Q3 there has been no change in the number of residential placements (26) nor college placements (10). The refurbishment of 2 properties into new in-county facilities is now complete and the next steps required to become operational are at an advanced stage. The average cost per residential placement currently stands at c£320k, with total gross expenditure now forecast to be c£9.3m on the 36 placements for 24/25. To partially mitigate the position £1.5m is being used from reserves (included within the projections) in order to manage the position.
- c) The use of agency staff within Social Care remains considerable due to continued recruitment challenges, with a net cost of £1.540m included within the financial projections across the Porth Through Age Services, against which £500k is being factored in from reserves to partially mitigate. This covers 41 frontline Social Care Worker roles as well as Care & Support Worker roles for the 24/7 shifts in the Council's Residential Care Homes. The forecasted net position has decreased by £227k since Q2 with a downward trend being seen in both Porth Cynnal (net cost of Professional Social worker roles) and also within the Council's Residential Care Homes (with the average cost decreasing by c£10k per week in Q3 relative to Q1 & Q2 combined).
- d) Storm Bert (23/11/24) and Storm Darragh (05/12/24) are currently projected to cost the Council in the region of £350k. This covers a range of initial emergency response costs plus then recovery phase related costs. It included deploying staff, the cost of a damaged vehicle, Aberystwyth Promenade repair works and emergency repair works to Council properties and other assets (including clearing a significant volume of trees and debris from roads, footpaths, bridleways and nature reserves). At present this cost estimate falls under the Council's threshold for being eligible for financial assistance from Welsh Government (£390k), therefore the full sum is included in the Year end forecast position.

### 3. BUDGET PERFORMANCE – KEY BENEFITS

At present there are underspends within:

- Finance & Procurement - £1.8m underspend is projected mainly in relation to the Treasury management budgets, combined with savings on the core F&P service budget.
- Schools & Lifelong Learning Service - £305k projected underspend due mainly to the benefit of temporary grant funding opportunities within Lifelong Learning.
- Porth Cymorth Cynnar - £283k projected underspend, mainly within the Housing part of the Service.

In addition, as part of the in-year funding announced from WG in December, a sum of just over £1m was announced for Education and Schools (on top of the £388k in relation to Teachers' Pay). This consisted of:

Heading	Ceredigion Share £'000	Notes
Increase in School Standards Grant	407	£389k Additional monies provided direct to Schools
Increase in Education Reform element of LAEG grant	311	£104k direct to Schools for ALNCO work. £207k for ALN Provision in Schools
School Repairs & Maintenance	361	Schools Capital Maintenance and Energy efficiency works via Capital Programme.
<b>TOTAL</b>	<b>1,079</b>	

Headteachers were notified of each School's share of the additional funding before Christmas. It is likely that the additional funding will result in slightly higher balances for some Schools at year-end.

### 4. BUDGET PERFORMANCE – BUDGET SAVINGS

The 24/25 Budget included £5.8m of savings across approximately 70 different items as approved by Full Council on 29/02/24. The current BRAG status for each item is shown in Appendix 2 and can be summarised as follows:

		£'000	%age	No. of items
<b>Blue</b>	Complete	3,014	52%	46
<b>Green</b>	On Track	1,903	33%	16
<b>Amber</b>	Partially on track but with some issues	322	5%	5
<b>Red</b>	Not on track and/or major issues and/or higher risk	554	10%	3
		<b>5,793</b>	<b>100%</b>	

In summary 62 items totalling £4.9m (85% of the savings) are either fully complete or fully on track, leaving 8 items totalling £0.9m (15% of the savings) either partly on track or Not on track as yet. The 3 remaining items in a Red status are shown overleaf:

Item Ref	Area of Service	Narrative	24/25 Savings / Income Value £'000	BRAG Status (29/01/25) and Latest Update
42	WG Weekly Charges for non-residential Care	Lobby WG to increase the weekly cap from £100 to £120	125	<i>Red</i> <i>Reversal of Item proposed in 25/26 Budget (note £63k one-off WG grant received in 24/25)</i>
36b	Libraries	Retain a presence in each of the 4 current towns but co-locate library provision with other Council Services where-ever possible, combined with reviewing every location's opening hours - Lampeter component	35	<i>Red</i> <i>Reversal of Item proposed in 25/26 Budget</i>
70	Out of County Placements	Additional target to achieve from review of existing Placements and transitional arrangements to new in county facilities	394	<i>Red</i> <i>Reversal of Item proposed in 25/26 Budget</i>

Where Budget Reductions are only being achieved as a part year effect during 24/25, this is now reflected with the relevant Service's forecast position and each Service is expected to manage this as an in year financial management matter.

## 5. BUDGET PERFORMANCE – COUNCIL TAX (INCLUDING PREMIUMS)

With an increase in the Council Tax Premiums for Long Term Empty properties and Second Homes being effective from 01/04/24, the position is being very closely monitored to identify if / when trends start emerging.

The table overleaf shows that:

- There are now 142 less Long Term Empty Properties subject to a Council Tax premium compared to when the Council Taxbase was set for the 24/25 Budget on 31/10/23, with the decrease being particularly prominent in the 5 to 10 year (-37%) and over 10 year categories (-40%).
- There is now a small 1% decrease (13 less properties) that are Second Homes subject to a Council Tax premium compared to when the Council Taxbase was set for the 24/25 Budget on 31/10/23.

The latter is actually an upward movement from 31/10/24, mainly as a result of the Valuation Office continuing to assess Self Catering accommodation against the thresholds laid out by Welsh Government in the Non-Domestic Rating (Amendment of Definition of Domestic Property) (Wales) Order 2022. Namely the changes relating to 'available to let days' (increased to 252 days from 140 days) and 'actual let days' (increased to 182 days from 70 days).

	Premium %age	Number of Properties as at 31/10/23	Number of Properties as at 31/12/24	%age Change
<b><u>Long Term Empty Properties</u></b>				
Up to & including 5 years	100%	292	267	-9%
Over 5 years and up to & including 10 years	150%	171	107	-37%
Over 10 years	200%	133	80	-40%
<b>Total</b>		<b>596</b>	<b>454</b>	<b>-24%</b>
<b>Second Homes</b>	100%	<b>1,648</b>	<b>1,635</b>	<b>-1%</b>

The following table shows a c1.25% lower level of Council Tax collection (as compared with the last 2 financial years) at this stage in the year. If this does not improve by year-end it could in theory equate to a shortfall of c£825k, however this would not crystallise immediately as collection would still continue in future periods after year-end.

<b><u>Overall In year Council Tax collection rate</u></b>	
22/23 Financial Year – up to 31/12/22	82.1%
23/24 Financial Year – up to 31/12/23	82.2%
24/25 Financial Year – up to 31/12/24	80.9%

Behavioural change was expected as a result of the new levels of Council Tax Premium as the over-riding policy intention was to bring properties back into permanently occupied residential use. However, the current trends (particularly more so on Second Homes) are not showing the overall level of decrease at the pace that had been assumed when setting the Budget. It is therefore highly likely that there will be a temporary financial benefit until the new policy approach starts achieving its intentions. This has the potential to be financially significant for 24/25 (indicatively c£840k for the 9 months to 31/12/24). This is therefore likely to be one avenue to provide temporary mitigation (where/if required) for any slippage in delivering in-year Budget savings and/or if there is no improvement in the Council Tax collection rate.

The take up on the [Ceredigion Community Housing \(Shared Equity\) Scheme](#) is also being closely monitored. The position to c10/01/25 is:

	Number	Value £'000
Total Enquiries	23	n/a
Applications Received	8	385
Applications Rejected / Withdrawn	1	44
Applications Work in Progress	-	-
Applications Approved	7	341
<i>Of which Applications Paid</i>	6	295

The funding for approved applications will come from the Community Housing reserve (current balance as at 01/04/24 of £2.557m) and when this reserve falls below £2.0m it would then be topped up annually back up to a maximum of £2.0m in line the parameters set by Full Council.

## 6. BUDGET PERFORMANCE – SERVICE POSITIONS

There have been some Budget Movements during Q3 and these are reflected in the Latest 24/25 Budget included within the overall Budget papers for Full Council on 03/03/25. In summary:

- Virements to all Services (including £58k for the Delegated Schools Budget) to reflect the additional £264k cost of the 24/25 NJC pay award compared with Budget - funded through part of the £1.263m WG in year grant.
- Balance of £1.263m WG grant to be set aside in reserves at year-end to provide additional resilience for Out of County Placements (£799k) and Social Worker Market Forces Supplements (£200k). Position to be reviewed at year-end.
- Virements to align various component parts of Porth Cynnal (reduced by £845k) and Porth Gofal (increased by £845k). The largest part (£765k) related to the correct alignment of all Hafan y Waun budgets in one place under Porth Gofal in relation to its operation as a Council run Care Home.
- Virements to reduce Energy budgets of Services occupying buildings by £162k in total, as a result of reduced Electricity and Gas contract prices from 01/10/24. No reduction applied to Delegated Schools Budgets in year.

Most of the significant financial matters have already been referenced within this report. It should be noted that the Porth position has improved considerably by just over £600k since Q2:

Service	Q2 Year End Forecast	Q3 Year End Forecast	Change
<b>Pyrrh Through Age Services</b>			
Porth Cymorth Cynnar	244	283	39
Porth Cynnal	(948)	(792)	156
Porth Gofal	(715)	(299)	416
<b>Total</b>	<b>(1,419)</b>	<b>(808)</b>	<b>611</b>

The main reasons for this are:

- a downward trend of reducing agency staff cost starting to emerge both in Professional Social worker spend in Porth Cynnal and also Care & Support Worker Care Home role spend under Porth Gofal (The forecasted net position has decreased by £227k since Q2).
- Additional grant funding opportunities with Targeted & Short-Term Services.
- An improved position in relation to Direct Payments expenditure.

A breakdown of the 24/25 Controllable Budget position by Service is shown overleaf, with further explanation and detail then shown in Appendices A to N:



Service	Latest Budget £'000	Budget to December 2024 £'000	Actuals to December 2024 £'000	Variance to December 2024 £'000	Year End Forecast under/ (over) spend £'000	Year End Forecast under/ (over) spend £'000	Comment
Customer Contact & ICT	<b>6,689</b>	4,686	4,641	45		-	It is expected by the service to breakeven during the 2024/25 financial year. The Service is managing several in year challenges including the delivery of Budget Savings.
Democratic Services	<b>5,201</b>	3,924	3,833	91		<b>60</b>	At this stage in the year there are no problem areas identified.
Economy & Regeneration	<b>3,738</b>	2,955	2,791	164		-	At this stage in the year there are no problem areas identified.
Finance & Procurement	<b>21,431</b>	16,068	14,531	1,537		<b>1,800</b>	The service expects to underspend significantly, mostly stemming from Treasury management savings (£1.2m) combined with an underspend on the core F&P service (£400k)
Highways & Environmental Services	<b>19,974</b>	13,559	13,147	411		-	The Service continues to face various cost and income pressures up to the quarter 3 stage of this financial year, and at this point the strategy (within the Service) to reach a break-even budget by the end of 2024/25 is on target.
Legal & Governance Services	<b>1,695</b>	1,273	1,211	62		<b>30</b>	At this stage in the year there are no problem areas identified.
People & Organisation	<b>2,419</b>	1,736	1,776	(40)		<b>(50)</b>	At this stage in the year, there are no problem areas identified other than an overspend mainly on inherited Pension costs.
Policy, Performance & Public Protection	<b>2,532</b>	1,889	1,772	117		<b>50</b>	At this stage in the year there are no problem areas identified.

Continued.....

Service	Latest Budget £'000	Budget to December 2024 £'000	Actuals to December 2024 £'000	Variance to December 2024 £'000	Year End Forecast under/ (over) spend £'000	Year End Forecast under/ (over) spend £'000	Comment
<b><u>Pyrth Through Age Services</u></b>							
Porth Cymorth Cynnar	<b>4,039</b>	6,021	5,779	242	283		At this early stage in the year, the service is expecting an underspend of £283k mainly driven by a positive financial position in the Housing Service.
Porth Cynnal	<b>37,891</b>	28,601	29,245	(644)	(792)		The service mainly deals with the higher end complex cases and placements. There remain Recruitment challenges, despite the Council's terms and conditions being relatively attractive, with a net cost of £988k being projected within Porth Cynnal for agency staff covering frontline Social Worker roles, which is then being offset by a £800k contribution from reserves. Cost pressures resulting from higher costs and/or higher volumes are also being seen in the areas of Looked After Children, Learning Disability Floating Support & Physical Disability placements. Combined this is leading to a projected overspend of £792k for the year.
Porth Gofal	<b>18,367</b>	15,013	15,218	(205)	(299)		Social care continues to face recruitment challenges, despite the Council's terms and conditions being relatively attractive. This is resulting in a continued need to use agency staff in frontline Social Worker roles and Care & Support roles in our Residential Care Homes. Within Porth Gofal there is a £852k net overspend projected for agency costs. There are underspends within Domiciliary Care and the Enablement Team. Overall there is currently a projected overspend of £299k for the year.
<b>Pyrth Through Age Services</b>	<b>60,297</b>	<b>49,635</b>	<b>50,242</b>	<b>(607)</b>		<b>(808)</b>	Overall there is a £611k improvement in the Pyrth, partly due a trend of reducing agency costs and increased grant income

Continued.....

Service	Latest Budget £'000	Budget to December 2024 £'000	Actuals to December 2024 £'000	Variance to December 2024 £'000	Year End Forecast under/ (over) spend £'000	Year End Forecast under/ (over) spend £'000	Comment
Schools & Lifelong Learning	57,976	54,972	54,761	211		305	The Service is projecting an underspend mainly due to the benefit of grant funding within the Lifelong Learning part of the service.
Leadership Group	5,541	2,957	3,842	(885)		(1,290)	The Out of County placements budget remains under considerable pressure despite the development of the in county facilities. This is mainly due to increasing complexities/needs resulting in higher average placement costs. At this stage an overspend of £1.14m is anticipated (on projected gross expenditure of £9.3m) which includes using £1.5m from Reserves as a temporary mitigation. In addition there are estimated costs of c£350k in relation to Storm Bert & Storm Darragh which are also leading to a projected overspend.
Levies, C/Tax Premium & Reserves	6,079	4,005	4,017	(12)		-	The forecast is for a break-even position, although there may not be a need to make a transfer to the Community Housing Reserve.
<b>Total Controllable Budget</b>	<b>193,572</b>	<b>157,658</b>	<b>156,564</b>	<b>1,094</b>		<b>97</b>	

## **7. CONCLUSION**

The financial landscape continues to be challenging, however within 24/25 the position has been significantly helped by c£3m of WG in year additional funding announced in December and all pay award and SCAPE pensions matters being fully resolved. With 85% (£4.9m) of the Budget Reductions required already complete or on track, significant progress has been made since the 24/25 Budget was set. Only 3 items now remain in a Red status, each of which is being considered as part of the 25/26 Budget setting process.

The position within Social Care has improved considerably since Q2 with the combined projected overspend position across the 3 Pwrth reducing from £1.4m to £0.8m. Whilst there is still a significant level of expenditure on agency staff (net cost of £1.54m projected for the year), and an ongoing recruitment challenge to fill essential frontline roles, it is pleasing to see the start of a downward trend in the net cost of agency staff emerging in several areas. The position in relation to Children's Out of County Placements under the LG budget is still highly significant at a projected £9.3m for the full year (gross expenditure), but the trend of significant increases in placements and costs each quarter does appear to have now broadly stabilised compared with previous quarters.

The Council Tax dynamic (which funds approx. 30% of the Council's Budget) is becoming more complex and multifaceted, however on balance it is likely to show a temporary financial benefit during 24/25, which would also assist the overall in year financial position at year-end.

The Council has a financially resilient balance sheet, with £44m of Earmarked Reserves and £6.7m in General Balances as at 31/03/24. However, relative to the Council's £193.6m budget, the combination of Earmarked Reserves and General Balances only affords approx. 3 months' worth of cover and Earmarked Reserves are projected to decline in a carefully managed way (e.g. Use of match funding as major capital schemes reach completion).

As a result of the latest forecast position, including the benefit of the additional WG funding, a balanced position is now expected to be achieved overall at year-end.

### **Wellbeing of Future Generations:**

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

No

#### **Summary of Integrated Impact Assessment:**

<b>Long term:</b>	Not applicable
<b>Collaboration:</b>	Not applicable
<b>Involvement:</b>	Not applicable
<b>Prevention:</b>	Not applicable
<b>Integration:</b>	Not applicable

**Recommendation(s):**

To note the overall Revenue position outlined in the report.

**Reasons for decision:**

To recognise the latest financial position.

**Overview and Scrutiny:**

Considered during the Budget setting process. These quarterly reports will also be on the agenda for each Scrutiny Committee, so that they can explore matters as appropriate and as relevant to their respective remit.

**Policy Framework:**

Medium Term Financial Strategy

**Corporate Well-being Objectives:**

The Budget supports the Strategic Objectives of the Council

**Finance and Procurement implications:**

Noted within the report

**Legal Implications:**

Part of the Section 151 officer's role and responsibility for the proper administration of the Council's financial affairs under Local Government Finance Act 1972.

**Staffing implications:**

Elevated levels of Pay awards would pose a risk of needing to review Council and Service priorities.

**Property / asset implications:**

n/a

**Risk(s):**

Risk of insufficient funding if there are significant overspends.

The 24/25 Budget process was incredibly challenging and the in year management of the Budget is no different. The medium term financial outlook is also challenging. The financial risk score therefore remains at the maximum possible score of 25 in the Corporate Risk Register.

**Background Papers:**

Revenue Budget 2024/25

**Appendices:**

- Appendix A: Customer Contact & ICT
- Appendix B: Democratic Services
- Appendix C: Economy & Regeneration
- Appendix D: Finance & Procurement
- Appendix E: Highways & Environmental Services
- Appendix F: Legal & Governance Service
- Appendix G: People & Organisation
- Appendix H: Policy, Performance & Public Protection
- Appendix I: Porth Cymorth Cynnar

Appendix J: Porth Cynnal  
Appendix K: Porth Gofal  
Appendix L: Schools & Lifelong Learning  
Appendix M: Leadership Group  
Appendix N: Levies, Council Tax Premium & Reserves

**Corporate Lead Officer:**

Duncan Hall - CLO: Finance & Procurement

**Reporting Officer(s):**

Duncan Hall, Justin Davies and Debbie Evans

**Date:**

16/02/25

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Cyswilt Cwsmeriaid a TGCh / Customer Contact &amp; ICT

Swyddog Arweiniol / Corporate Lead Officer : Alan Morris

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Disgwylir gan y gwasanaeth bydd y gyllideb yn mantoli yn ystod y flwyddyn ariannol 2024/25. Mae'r Gwasanaeth yn rheoli sawl her yn ystod y flwyddyn gan gynnwys cyflawni Arbedion Cyllideb.

It is expected by the service to breakeven during the 2024/25 financial year. The Service is managing several in year challenges including the delivery of Budget Savings.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf  Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg  Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U)  Level of risk (L, M or H)
TGCh / ICT	4,020	2,682	2,669	13	59	Disgwylir i'r maes yma tanwario ychydig oherwydd nifer o fan newidynnau gwariant o fewn y Wasanaeth. This area is expected to underspend a little due to a number of minor expenditure variables with the Service.	I / L
Gwasanaethau Cwsmeriaid / Customer Services	1,601	1,204	1,114	90	79	Disgwylir i'r maes yma tanwario oherwydd trosiant staff. This area is expected to underspend due to staff turnover.	I / L
Gwasanaethau Cymunedol / Community Services	961	722	780	(58)	(138)	Nid yw rhai o'r arbedion a gyllidebwyd yn y maes hwn yn gwbl gyraeddadwy yn y Flwyddyn Ariannol hon. Some of the budgeted savings within this area are not fully achievable in this Financial Year.	C / M
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	107	78	78	-	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>6,689</b>	<b>4,686</b>	<b>4,641</b>	<b>45</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Gwasanaethau Democraidd / Democratic Services

Swyddog Arweiniol / Corporate Lead Officer : Lowri Edwards

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn, nid oes problemau wedi'u nodi.

At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U ) Level of risk (L, M or H)
Gwasanaethau Democraidd / Democratic Services	2,102	1,599	1,471	128	120	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. Rhagwelir arbedion yn y Gwasanaeth Cyfieithu a Lwfansau Aelodau. There are no problem areas identified at present. There are projected savings in the Translation Service & Members Allowances.	I / L
Cymorth Corfforaethol i Wasanaethau / Corporate Service Support	2,645	1,984	2,034	(50)	(60)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	454	341	328	13	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>5,201</b>	<b>3,924</b>	<b>3,833</b>	<b>91</b>	<b>60</b>		



## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Economi ac Adfywio / Economy and Regeneration

Swyddog Arweiniol / Corporate Lead Officer : Russell Hughes-Pickering

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn, nid oes problemau wedi'u nodi.

At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwirariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Gwasanaethau Eiddo / Property Services	2,868	2,237	2,295	(58)	-	Mae incwm Cyflogau Cafalaf yn parhau i fod yn isel ar y cam cynnar hwm yn y flwyddyn, yn bennaf oherwydd costau dichonoldeg a fydd, gobeithio, yn arwain at brosiectau. Capital Salaries income remains low at this early stage in the year, mainly due to feasibility costs which will hopefully lead on to projects.	C / M
Buddsoddiadau Economaidd Strategol / Strategic Economic Investments	339	174	23	151	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Twf a Menter / Growth & Enterprise	219	245	53	192	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Gwasanaethau Cynllunio / Planning Services	199	214	336	(122)	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	113	85	84	1	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>3,738</b>	<b>2,955</b>	<b>2,791</b>	<b>164</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Cyllid a Chaffael / Finance and Procurement

Swyddog Arweiniol / Corporate Lead Officer : Duncan Hall

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

\*\* Translate \*\*

The service expects to underspend significantly, mostly stemming from Treasury management savings (£1.2m) combined with an underspend on the core F&amp;P service (£400k)

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U) Level of risk (L, M or H)
Gwasanaeth Cyllid a Chaffael / Finance & Procurement Service	4,068	2,785	2,525	260	400	** Translate ** There is a projected underspend on staffing budgets and also additional grant income generated.	I / L
Budd-daliadau Tai a Chynllun Cymorth Treth y Cyngor / Housing Benefits and Council Tax Support Scheme	7,272	7,272	7,008	264	200	Mae'r tanwariant a ragwelir yn ymwneud â Chynllun Cymorth Treth y Cyngor. The forecast underspend relates to the Council Tax Support Scheme	I / L
Yswiriant, Terfynu a Chostau Corfforaethol Eraill / Insurance, Termination & Other Corporate Costs	1,664	1,766	1,723	43	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Cyfrif Cyfalaf Corfforaethol / Corporate Capital Account	8,427	4,245	3,275	970	1,200	Mae'r llogau ar fuddsoddiadau a enillwyd yn uwch na'r hyn a gyllidwyd gan fod cyfraddau llog yn parhau'n uwch na'r hyn oedd wedi'i ragweld ac mae'r balansau arian parod ar gael i'w buddsoddi yn uwch na'r disgwyl. Yn ogystal, mae taliadau ar fenthyciadau yn is na'r hyn a gyllidwyd. There is higher than budgeted interest being generated on investments due to interest rates remaining higher than forecast and the cash balances available to invest being higher than forecast. In addition there are lower payments on loans than budgeted.	I / L
<b>CYFANSWM / TOTAL</b>	<b>21,431</b>	<b>16,068</b>	<b>14,531</b>	<b>1,537</b>	<b>1,800</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

## Priffyrdd a Gwasanaethau Amgylcheddol / Highways and Environmental Services

Swyddog Arweiniol / Corporate Lead Officer : Rhodri Llwyd

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Mae'r Gwasanaeth yn parhau i wynebu pwysau costau ac incwm amrywiol hyd at y cam chwarter 3 o'r flwyddyn ariannol yma, ac ar hyn o bryd mae'r strategeth (o fewn y Wasanaeth) i gyrraedd gyllideb sydd yn mantoli erbyn diwedd 2024/25 ar y targed.

The Service continues to face various cost and income pressures up to the quarter 3 stage of this financial year, and at this point the strategy (within the Service) to reach a break-even budget by the end of 2024/25 is on target.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U ) Level of risk (L, M or H)
Casglu a Gwaredu Gwastraff / Waste Collection & Disposal	5,804	4,173	4,353	(179)	(169)	Pwysau incwm masnach is, effaith costau rheoli'r amhariadau casgluadaw gwastraff, a'r her arbedion o fewn yr ardal y Safleoedd Gwastraff Cartref. Pressure from lower trade waste income, the impact of managing the waste collection interruptions, and the savings challenge within the Household Waste Sites.	C/M
Parciau a gerddi, Glanhau Priffyrdd, Gwasanaethau Parcio, Harbws / Parks & Gardens, Highways Cleaning, Parking Services, Harbours	(1,061)	(937)	(443)	(494)	(743)	Pwysau incwm is o'r Gwasanaethau Parcio. Pressure from lower Parking Services income.	C/M
Cludiant Teithwyr Corfforaethol, Uned Cynnal a Chadw Trafnidiaeth / Corporate Passenger Transport, Transport Maintenance Unit	8,514	6,034	5,530	504	516	Rhagolwg tanwariant ar trafndiaeth cymdeithasol, ac hefyd mae effaith y cyllid y disgwylir o LIC i gefnogi costau uwch gwasanaethau bysiau Cyhoeddus. Forecast underspend on social transport, plus impact of the higher funding expected from WG to support increased Public bus services costs.	C/M
Cynnal a Chadw Priffyrdd, Caffael a Strategaeth, Peirianeg Arfordirol a Gwaith Draenio Tir / Highways Maintenance, Coastal Engineering & Land Drainage Procurement & Strategy	5,235	3,172	2,911	262	200	Tanwariant ar costau staff ac effaith incwm cryf o'r ardal Cau'r Ffyrdd'. An underspend on staffing costs, plus the impact of strong income from the Road Closure area.	I/L
Gwasanaethau Priffyrdd, Diogelwch y Ffordd, Rheoli Trafnidiaeth Rhanbarthol / Highways Services, Road Safety, Regional Transport Management	713	529	429	101	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I/L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	769	587	368	219	196	Tanwariant oherwydd amcangyfrif swyddi gwag, hyd at diwedd y flwyddyn ariannol. An underspend due to staffing vacancies now forecast to the end of the financial year.	I/L
<b>CYFANSWM / TOTAL</b>	<b>19,974</b>	<b>13,559</b>	<b>13,147</b>	<b>411</b>	<b>-</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Gwasanaethau Cyfreithiol a Llywodraethu / Legal &amp; Governance Services

Swyddog Arweiniol / Corporate Lead Officer : Elin Prysor

## 1. CRYNODEB / SUMMARY

Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn, nid oes problemau wedi'u nodi.  
At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Gwasanaethau Cyfreithiol / Legal Services	707	532	483	49	20	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Gwasanaethau Archwilio / Audit Services	701	526	505	21	20	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau (gan gynnwys Crwneriaid) / Service Management and Strategy (including Coroners)	287	215	223	(8)	(10)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>1,695</b>	<b>1,273</b>	<b>1,211</b>	<b>62</b>	<b>30</b>		

**Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024**

**Pobl a Threfniadaeth / People & Organisation**

**Swyddog Arweiniol / Corporate Lead Officer : Geraint Edwards**

**1. CRYNODEB / SUMMARY**

**Diwedd y Flwyddyn / Year End Forecast:**

Ar hyn o bryd, nid oes unrhyw adran yn nodi problemau heblaw am orwariant o ran costau Pensiwn a Etifeddyd.

At this stage in the year, there are no problem areas identified other than an overspend mainly on inherited Pension costs.

**2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION**

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U ) Level of risk (L, M or H)
Adnoddau Dynol / Human Resources	1,209	851	899	(48)	(50)	Mae costau pensiwn a chostau lechyd Galwedigaethol rhagamcanol i gael eu gorwario ar ddiwedd y flwyddyn. Pension costs and Occupational Health costs projected to be overspent at year end.	C/M
Profiad Gweuthiwr / Employee Experience	547	391	389	2	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	C/M
Dysgu a Datblygu / Learning and Development	577	429	423	6	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	C/M
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	86	65	65	-	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>2,419</b>	<b>1,736</b>	<b>1,776</b>	<b>(40)</b>	<b>(50)</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Polisi, Pherfformiad a Amddiffyn y Cyhoed / Policy, Performance &amp; Public Protection

Swyddog Arweiniol / Corporate Lead Officer : Alun Williams

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Ar yr adeg hon o'r flwyddyn, nid oes problemau wedi'u nodi.

At this stage in the year there are no problem areas identified.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U ) Level of risk (L, M or H)
Partneriaethau a Pherfformiad / Partnerships & Performance	1,030	762	745	17	20	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Diogelu'r Cyhoedd / Public Protection	1,384	1,039	945	94	100	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	118	88	82	6	(70)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present. Additional funding is include for Software costs and short term staffing pressures.	I / L
<b>CYFANSWM / TOTAL</b>	<b>2,532</b>	<b>1,889</b>	<b>1,772</b>	<b>117</b>	<b>50</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Porth Cymorth Cynnar

Swyddog Arweiniol / Corporate Lead Officer : Greg Jones

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Ar ddechrau'r flwyddyn hon, roedd y gwasanaeth yn rhagweld tanwariant o £283mil yn bennaf oherwydd sefyllfa ariannol gadarn gan y Gwasanaeth Tai.

At this early stage in the year, the service is expecting an underspend of £283k mainly driven by a positive financial position in the Housing Service.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Gwasanaethau Cymorth Cynnar / Early Intervention Services	902	1,251	1,250	1	(8)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Gwasanaethau Tai / Housing Services	872	2,852	2,644	208	274	Mae'r tanwariant a ragwelir yn ymwneud yn bennaf ag incwm uwch na'r disgwyl (e.e. Incwm Budd-daliadau Tai ar gyfer llety dros dro a chyllid ECO felx ac Addasiadau i'r Anabl). The projected underspend mainly relates to higher than expected income (e.g. Housing Benefit income for temporary accommodation ECO Flex and DFG funding).	I / L
Canolfannau Lles / Wellbeing Centres	1,582	1,262	1,232	30	11	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. Mae incwm yn dechrau dangos arwyddion positif yn y Canolfannau Llesiant ac y mae bellach yn cyflawni lefelau cyn COVID. There are no problem areas identified at present. Income is starting to show encouraging signs in the Wellbeing Centres and is now hitting pre COVID levels.	C / M
Gwasanaeth Ieuencid Ceredigion / Youth Services	579	578	575	3	6	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r tanwariant yn ymwneud â chyllidebau gweithwyr. There are no problem areas identified at present, the underspend relates to Employee budgets	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	104	78	78	-	-	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>4,039</b>	<b>6,021</b>	<b>5,779</b>	<b>242</b>	<b>283</b>		

**Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024**

Porth Cynnal

Swyddog Arweiniol / Corporate Lead Officer : Audrey Somerton Edwards

**1. CRYNODEB / SUMMARY**

**Diwedd y Flwyddyn / Year End Forecast:**

Mae'r gwasanaeth yn ymdrin yn bennaf a'r achosion a lleoliadau mwyaf cymhleth. Mae heriau recriwtio yn parhau, er bod telerau ac amodau'r Cyngor yn gymharol ddeniadol. Rhag-amcangyfrifir cost net o £988mil ar gyfer staff asiantaeth Porth Cynnal sy'n cwmpasu rolau Gweithwyr Cymdeithasol rheng flaen, sy'n cael ei wrdd gyda chyfraniad o £800mil o'r gronfa wrth gefn. Mae pwysau costau sy'n deillio o gostau uwch a/neu gyfeintiau uwch hefyd i'w gweld gan yr adrannau lleoliadau Pobl Hŷn, Byw â Chymorth, Gwasaniaethau Cymorth Anabledd Dysgu ac lleoliadau Anabledd Corfforol. Gyda'i gilydd, rhagwelir y bydd hyn yn arwain at orwariant o £792mil dros y flwyddyn llawn.

The service mainly deals with the higher end complex cases and placements. There remain Recruitment challenges, despite the Council's terms and conditions being relatively attractive, with a net cost of £988k being projected within Porth Cynnal for agency staff covering frontline Social Worker roles, which is then being offset by a £800k contribution from reserves. Cost pressures resulting from higher costs and/or higher volumes are also being seen in the areas of Looked After Children, Learning Disability Floating Support & Physical Disability placements. Combined this is leading to a projected overspend of £792k for the year.

**2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION**

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Gofal wedi'i Gynllunio / Planned Care	16,696	12,758	13,476	(718)	(867)	<p>Mae'r gorwariant a ragwelir yn cynnwys cost net defnyddio staff asiantaeth a Thîm a Reolir (hyd at fis Rhagfyr 2024) gan roi gorwariant rhagamcanol o £533mil ar ôl defnyddio £300mil o gronfeydd wrth gefn. Yn gyffredinol, gan gynnwys costau asiantaeth, rhagwelir y bydd gorwariant o £821mil ar y tîm LAC ac Asesu Plant a Theuluoedd. Mae yna hefyd orwariant rhagamcanol o £354mil ar leoliadau Plant sy'n Derbyn Gofal, yn bennaf oherwydd y defnydd o ddarparwyr Asiantaethau Maethu Annibynnol, ac hefyd ar Ofalwyr - Cleientiaid Etifeddol (£88mil). Mae'r gorwariant hwn wedi'i wrthbwysu'n rhannol gan danwariant a ragwelir ar Leoliadau Preswyl Pobl Hŷn (£294mil) ac ar welyau Pobl Hŷn (£199mil).</p> <p>The projected overspend includes the net cost of using agency staff and a Managed Team (to December 2024) giving a projected overspend of £533k after using £300k of reserves. Overall, inclusive of the agency costs, the LAC and Children and Family Assessment team are projected to be overspent by £821k. There is also a projected overspend on the LAC placements of £354k, mainly due to the use of Independent Foster Agency providers, and also on Carers - Legacy Clients (£88k). These overspends have been partially offset by a projected underspend on Older Persons Residential Placements (£294k) and on Older Persons Beds (£199k).</p>	U / H
Cymorth Estynedig / Extended Support	15,380	11,515	11,621	(106)	(159)	<p>Rydyn yn rhagamcanu gorwariant gan y gwasanaeth. Rhagwelir gorwariant ar Gwelyau Anableddau Corfforol (£210mil) ac Gwasaniaethau Cymorth Anableddau Dysgu (£114mil). Mae'r rhain wedi'i wrthbwysu'n rhannol gan danwariant net ar Daliadau Uniongyrchol (£135mil).</p> <p>An overspend is projected on the service. The overspend mainly relates to PD Beds (£210k) and LD Floating Support (£114k). These have been partially offset by a net underspend relating to Direct Payments (£135k).</p>	U / H



2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION							
Gwasanaeth  Service	Y Gyllideb Ddiweddaraf  Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg  Explanation of forecast over/under spend & the level of risk	Lefel y risg (I, C neu U)  Level of risk (L, M or H)
Lles Meddyliol / Mental Wellbeing	4,444	2,953	2,850	103	108	<p>Rhagwelir gorwariant yn y gwasanaeth yma. Yn bennaf oherwydd tanwariant ar welyau lechyd Meddwl (wedi'u wrthbwysu'n rhannol gan ddau leoliad newydd) a fydd yn creu tanwariant a ragwelir o £89mil. Mae disgwyl bydd yna hefyd tanwariant ar y tîm lechyd Meddwl (£85k). Mae hyn wedi'i wrthbwysu gan orwariant ar adrannau eraill o'r gwasanaeth, yn bennaf ar daliadau Uniongyrchol (£60mil).</p> <p>There is an underspend projected, MH Beds mainly due to 4 placements ending since budgets were set (partially offset by two new placements) giving a projected underspend of £89k. There is also a projected underspend on the Mental Health team (£85k). These have been offset by overspends on other codes, primarily an overspend on MH Direct Payments (£60k)</p>	C / M
Diogelu / Safeguarding	970	622	831	(209)	(243)	<p>Mae'r gorwariant yn ymwneud yn bennaf â chostau staffio ac asiantaeth ychwanegol yn y tîm Diogelu.</p> <p>The overspend mainly relates to additional agency and staffing costs in the Safeguarding team</p>	C / M
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	401	753	467	286	369	<p>Mae cyfraniad o £500mil o gronfeydd wrth gefn wedi cael ei ystyried i wrthbwysu'n rhannol y £688mil net o gostau staff asiantaeth a ragwelir ar draws y Gwasanaeth.</p> <p>A £500k contribution from reserves has been factored in to partly offset the net £688k of agency staff costs projected across the Service.</p>	I / L
<b>CYFANSWM / TOTAL</b>	<b>37,891</b>	<b>28,601</b>	<b>29,245</b>	<b>(644)</b>	<b>(792)</b>		

**Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024**

**Porth Gofal**

**Swyddog Arweiniol / Corporate Lead Officer : Donna Pritchard**

**1. CRYNODEB / SUMMARY**

**Diwedd y Flwyddyn / Year End Forecast:**

Mae gofal cymdeithasol yn parhau i wynebu heriau recriwtio, er bod telerau ac amodau'r Cyngor yn gymharol ddeniadol. Mae hyn yn arwain at barhâd yn yr angen i ddefnyddio staff asiantaeth ar gyfer rolau Gweithwyr Cymdeithasol rheng flaen a rolau Gofal a Chymorth yn ein Cartrefi Gofal Preswyl. Rhag-amcanwyd gorwariant net o £852mil ar gyfer costau asiantaethau ym Mhorth Gofal. Mae tanwariant yn yr adran Gofal Cartref a'r Tim Galluogi. Ar y cyfan, rhagwelir gorwariant ar hyn o bryd o £299mil dros y flwyddyn gyfan.

Social care continues to face recruitment challenges, despite the Council's terms and conditions being relatively attractive. This is resulting in a continued need to use agency staff in frontline Social Worker roles and Care & Support roles in our Residential Care Homes. Within Porth Gofal there is a £852k net overspend projected for agency costs. There are underspends within Domiciliary Care and the Enablement Team. Overall there is currently a projected overspend of £299k for the year.

**2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION**

Gwasanaeth  Service	Y Gyllideb Ddiweddaraf  Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024  Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg  Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U)  Level of risk (L, M or H)
Gwasanaethau Uniongyrchol / Direct Services	8,284	6,379	6,464	(85)	(106)	Rhagwelir gorwariant gan y gwasanaeth hwn yn bennaf oherwydd y defnydd o weithwyr gofal Asiantaeth yn y cartrefi preswyl a gaiff ei wrthbwyo i raddau gan swyddi gwag yn y rolau hyn (sef gorwariant net o £142mil). There is an overspend projected on this service due mainly to the use of Agency care workers in the residential homes being somewhat countered by vacant posts in these roles (net effect of £142k overspend).	U / H
Gwasanaethau Tymor Byr ac wedi'u Targeddu / Targeted and Short Term Services	7,920	6,615	6,315	300	400	Mae'r Gwasanaeth Galluogi yn cario swyddi gwag ar hyn o bryd ac mae hefyd wedi derbyn cyllid gan y Gronfa Buddsoddi Ranbarthol ar gyfer darparu gwasanaethau sy'n arwain at danwariant amcangyfrifol o £399mil. Disgwylir hefyd tanwariant ar y Tim Therapi Galwedigaethol oherwydd heriau recriwtio yn arwain at swyddi gwag (£232k). Mae'r tanwariant hwn wedi'i wrthbwyo rhywfaint gan orwariant amcangyfrifol ar wariant y Storfa Offer (£87k), oherwydd cynnydd yn y galw am leoliadau ym Maes y Môr (£143k). Enablement Service is currently carrying vacancies and has also received RIF funding for the provision of services leading to a projected underspend of £399k. There is also an expected underspend on the Occupational Therapy Team, due to recruitment challenges leading to vacant posts (£232k). These underspends have been somewhat countered by a projected overspend on the Equipment Store expenditure (£87k), due to an increase in demand, placements at Maes y Mor (£143k).	C / M

2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION							
Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U ) Level of risk (L, M or H)
Gwananaethau Asesu a Brysbennu Integredig / Integrated Triage and Assessment Services	1,676	1,534	1,946	(412)	(571)	Mae costau ychwanegol staff Asiantaeth yn y rhan hon o'r gwasanaeth wedi'u gwrthbwyso gan rai arbedion oherwydd swyddi gwag, mae hyn yn bennaf o fewn y tîm Brysbennu Porth Gofal. Bydd yr incwm grant yn y gyllideb sylfaenol a dybir hefyd yn cael ei adolygu. There are additional costs of Agency staff in this part of the service offset by some savings from vacant posts, this is primarily within the Porth Gofal Triage team. Grant income assumed in the base budget is also under review.	U / H
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	487	485	493	(8)	(22)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>18,367</b>	<b>15,013</b>	<b>15,218</b>	<b>(205)</b>	<b>(299)</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Ysgolion a Dysgu Gydol Oes / Schools &amp; Lifelong Learning

Swyddog Arweiniol / Corporate Lead Officer : Elen James

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

Mae'r Gwasanaeth yn amcan tanwariant yn bennaf oherwydd grantiau ychwanegol o fewn Gwasanaeth Dysgu Gydol Oes.

The Service is projecting an underspend mainly due to the benefit of grant funding within the Lifelong Learning part of the service.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Ysgolion Cynradd / Primary Schools	20,409	20,409	20,409	-	-	Mae'r cyllid i gyd yn cael ei ddirprwyo i Gyrrff Llywodraethol Ysgolion o 1 Ebrill. All funding is delegated to School Governing Bodies wef 1 April.	I / L
Ysgolion Uwchradd / Secondary Schools	16,307	16,307	16,307	-	-		I / L
Ysgolion Pob Oed / All-through Schools	12,305	12,305	12,305	-	-		I / L
Gwella Ysgolion / School Improvement	1,803	855	990	(135)	(123)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r gorwariant oherwydd salwch tymor hir staff There are no problem areas identified at present, overspend is due to staff on long term sickness	I / L
Adnoddau Dysgu / Learning Resources	359	243	210	33	28	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Anghenion Dysgu Ychwanegol / Additional Learning Needs	2,160	1,683	1,556	127	155	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r tanwariant yn ymwneud â chyllidebau gweithwyr, grantiau UKSPF, ac arbedion ar cludiant ADY There are no problem areas identified at present, the underspend relates to Employee budgets, UKSPF Grants, and savings on ALN Transport	C / M
Gwasanaethau Diwylliannol / Cultural Services	1,047	656	694	(38)	(37)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r gorwariant oherwydd incwm mynediad amgueddfa yn llai na'r disgwyl There are no problem areas identified at present, the overspend is due to Museum income less than expected	I / L
Dysgu Gydol Oes / Lifelong Learning	589	513	309	204	266	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r tanwariant yn ymwneud â chyllidebau gweithwyr, a grantiau UKSPF sydd yn parhau tan Chwefror nawr There are no problem areas identified at present, the underspend relates to Employee budgets and UKSPF Grants which have been extended to February now	I / L

2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION							
Gwasanaeth  Service	Y Gyllideb Ddiweddaraf  Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg  Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U )  Level of risk (L, M or H)
Ymgysylltu a Chyrhaeddiad / Engagement and Attainment	1,660	1,030	968	62	103	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r tanwariant yn ymwneud â chyllidebau gweithwyr, a grantiau UKSPF. There are no problem areas identified at present, the underspend relates to Employee budgets and UKSPF Grants.	I / L
Uned Arlwygo Gorfforaethol / Corporate Catering Unit	1,024	419	419	-	(32)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd, mae'r gorwariant oherwydd 83% sydd ar UPFSM wedi cyllido ar 95%. Mae £60k tanwaraint oherwydd cau Tregerddan There are no problem areas identified at present, the overspend is due to 83% uptake on UPFSM, budgeted on 95%. £60k of underspend is from Tregerddan	I / L
Rheoli'r Gwasanaethau a Strategaeth y Gwasanaethau / Service Management and Strategy	313	552	594	(42)	(55)	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
<b>CYFANSWM / TOTAL</b>	<b>57,976</b>	<b>54,972</b>	<b>54,761</b>	<b>211</b>	<b>305</b>		

**Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024**

**Arweiniol / Leadership** **Brif Weithredwr / Chief Executive : Eifion Evans**

**1. CRYNODEB / SUMMARY**

**Diwedd y Flwyddyn / Year End Forecast:**

Mae'r gyllideb lleoliadau y Tu Allan i'r Sir yn parhau dan bwysau sylweddol er gwaethaf datblygiad cyfleusterau o fewn y sir. Mae hyn yn bennaf oherwydd cymhlethdodau/anghenion cynyddol gan arwain at gostau lleoliad uwch ar gyfartaledd. Ar hyn o bryd rhagwelir gorwariant o £1.14m (ar wariant gros rhagamcanol o £9.3m), sy'n cynnwys defnyddio £1.5m o'r cronfeydd wrth gefn. Yn ogystal, amcangyfrifir costau o tua £350k mewn perthynas â Storm Bert a Storm Darragh sydd hefyd yn arwain at orwariant a ragwelir.

The Out of County placements budget remains under considerable pressure despite the development of the in county facilities. This is mainly due to increasing complexities/needs resulting in higher average placement costs. At this stage an overspend of £1.14m is anticipated (on projected gross expenditure of £9.3m) which includes using £1.5m from Reserves as a temporary mitigation. In addition there are estimated costs of c£350k in relation to Storm Bert & Storm Darragh which are also leading to a projected overspend.

**2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION**

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Gŵp Arweiniol / Leadership Group	519	389	354	35	50	Ni nodwyd unrhyw faes a oedd yn achosi problem ar hyn o bryd. There are no problem areas identified at present.	I / L
Arbedion Corfforaethol / Corporate Savings	(269)	(1,264)	(1,264)	-	-	<b>** Translation **</b> £1.263m of funding has been received from WG for in year NJC pay pressures. It is currently planned to put £1.0m of this into reserves at year-end.	C / M
Cyllid wrth gefn / Contingencies	249	50	38	12	(200)	<b>** Translation **</b> The budget will be able to fund the first £150k of costs incurred in relation to Storm Bert & Darragh - but a further £200k of spend would have to be funded from underspends from other budgets, as it is below the WG's threshold for financial support.	C / M
Lleoliadau y tu allan i'r Sir / Out of County Placements	5,042	3,782	4,714	(932)	(1,140)	Ceir 26 lleoliad preswyl a 10 lleoliad coleg. Disgwylir i'r cyfleusterau newydd o fewn y sir gychwyn yn weithredol yn ystod Ch4 o 24/25. Mae'r gost cyfartalog fesul lleoliad wedi cynyddu i oddeutu £320mil. Ar hyn o bryd rhagwelir gwariant gros o £9.3miliwn gyda £1.5mil o'r gronfeydd wrth gefn a dybir, ochr yn ochr â symud i'r cyfleusterau o fewn y sir. There are 26 residential placements and 10 college placements. The new in-county facilities are due to start becoming ready during Q4 of 24/25. Average cost per placement has increased to c£320k. Gross expenditure currently forecast to be c£9.3m with £1.5m from reserves assumed alongside the transition to the in-county facilities.	U / H
<b>CYFANSWM / TOTAL</b>	<b>5,541</b>	<b>2,957</b>	<b>3,842</b>	<b>(885)</b>	<b>(1,290)</b>		

## Adroddiad ar yr hyn a Ragwelir o ran y Gyllideb Rhagfyr 2024 / Budget Forecast Report December 2024

Ardollau, Premiwm Treth y Cyngor a Chronfeydd / Levies, Council Tax Premium and Reserves

Swyddog Arweiniol / Corporate Lead Officer : Duncan Hall

## 1. CRYNODEB / SUMMARY

## Diwedd y Flwyddyn / Year End Forecast:

\*\* translate \*\*

The forecast is for a break-even position, although there may not be a need to make a transfer to the Community Housing Reserve.

## 2. GWYBODAETH ARIANNOL / FINANCIAL INFORMATION

Gwasanaeth Service	Y Gyllideb Ddiweddaraf Latest Budget £'000	Cyllideb hyd at Rhagfyr 2024 Budget to December 2024 £'000	Gwir wariant hyd at Rhagfyr 2024 Actuals to December 2024 £'000	Amrywiant hyd at Rhagfyr 2024 Variance to December 2024 £'000	Rhagolygon Diwedd y Flwyddyn tan/(gor) wariant Year End Forecast under/(over) spend £'000	Esboniad o'r gorwariant/tanwariant a ragwelir a lefel y risg Explanation of forecast over/under spend & the level of risk	Lefel y risg (L, C neu U) Level of risk (L, M or H)
Ardollau / Levies	5,464	4,005	4,005	-	-	Pan osodwyd y gyllideb, rhagdybiwyd y byddai'r Cyngor yn derbyn cyllid grant o £87mil yn uniongyrchol o Lywodraeth Cymru mewn perthynas â chynnydd yng nghyfraniadau'r cyflogwyr i bensiynau'r Gwasanaeth Tân - derbyniwyd ym mis Rhagfyr. When the budget was set it was assumed that the Council would receive grant funding direct from WG for £87k in relation to an increase in Firefighters pensions employers contributions - this was recieved in December.	C / M
Premiwm Treth y Cyngor / Council Tax Premium	615	-	12	(12)	-	Bydd y swm a fydd yn cael ei drosglwyddo i'r Cynllun Tai Cymunedol wrth gefn yn ddibynnol ar y balans wrth gefn ar ddiwedd y flwyddyn. Y balans ar 01/04/24 yw £2.557miliwn ac ychwanegir ato yn unig os bydd yn disgyn o dan £2.0miliwn. Bydd y potensial ar gyfer tanwariant yn cael ei adolygu wrth i'r flwyddyn fynd yn ei blaen. The amount that will be transferred into the Community Housing Reserve will depend on the balance on the reserve at the end of the year. The balance available as at 01/04/24 is £2.557m and this will only be topped up if it falls below £2.0m. The potential for an underspend here will be reviewed as the year progresses.	I / L
Balansau a Chronfeydd wrth gefn / Balances & Reserves	-	-	-	-	-	Nid oes unrhyw feysydd problemus wedi'u nodi ar hyn o bryd. Bydd unrhyw drosglwyddiad i / o'r Gronfa Gyffredinol yn cael ei ystyried ar ddiwedd y flwyddyn pan fydd sefyllfa gyffredinol y Cyngor yn hysbys. There are no problem areas identified at present. Any transfer to / from the General Fund will be considered at year end when the overall position for the Council is known.	C / M
<b>CYFANSWM / TOTAL</b>	<b>6,079</b>	<b>4,005</b>	<b>4,017</b>	<b>(12)</b>	<b>-</b>		

## Budget Reductions Proposals (approved by Full Council 29/02/24)

Item Ref	Service	Overview & Scrutiny Committee	Area of Service	Narrative	24/25 Revenue Savings / Income Value £'000	BRAG Status (29/01/25)
1	Finance & Procurement	Corporate Resources	NNDR Discretionary Relief	Reduce existing budget headroom and scale back support from 01/04/25 to focus solely on Ceredigion based organisations combined with a maximum award level	10	Blue
2	Finance & Procurement	Corporate Resources	Community Grants Scheme	Reduction in the Scheme's scope to only provide revenue grants via the Welsh Church Fund and the Capital grant budget to be reduced from £200k to £100k	26	Blue
3	Finance & Procurement	Corporate Resources	Insurance	Operational Savings	50	Blue
4	Finance & Procurement	Corporate Resources	Treasury Management	Continued delivery of Treasury Management Savings - Interest Paid on borrowing / Investment Income	365	Blue
5	Finance & Procurement	Corporate Resources	Council Tax Reduction Scheme	Operational Savings based on current volumes	200	Blue
6	Finance & Procurement	Corporate Resources	WG Child Burial & Cremation Grant	Operational Savings - Grant expected to be transferred into Final Settlement, minimal annual spend	15	Blue
7	Porth Cymorth Cynnar	Healthier	Support & Prevention	Operational Savings from Income generation e.g. Climbing Wall	6	Green
8	Porth Cymorth Cynnar	Healthier	Support & Prevention	Operational Savings - Use alternative Minibus arrangements	8	Green
9	Porth Cymorth Cynnar	Healthier	Support & Prevention	Review of locations used for Youth Clubs, together with looking at a greater use of Volunteers	10	Blue
10	Porth Cymorth Cynnar	Healthier	Wellbeing Centres	Greater Commercial Income generation	75	Green
11	Porth Cymorth Cynnar	Healthier	Housing	Operational Savings - maximimise ECO scheme income	10	Green
12	Porth Cymorth Cynnar	Healthier	Housing - Homelessness	Reduce number of properties leased in and move to freehold owned properties, combined with a review of Temporary Accomodation Management Fees paid to external Providers	60	Green
13	Porth Cymorth Cynnar	Healthier	Carers & Community	Review use of Penparcau Family Centre building	5	Blue
14	Porth Cymorth Cynnar	Healthier	Support & Intervention	Operational Savings from reviewing Youth Service and Parent and Family SLAs	33	Blue
15	Porth Cymorth Cynnar	Healthier	Energy Savings	Anticipated savings from lower Gas prices from October 23 (indicative 13%)	15	Blue
16	Porth Cynnal	Healthier	Review of Carers Sitting Service	Reduce the level of Budget provision from £255k to £150k and to form part of the wider Day Services & Respite Review	105	Amber
17	Porth Cynnal	Healthier	Meals at Home	Cease directly operating the service and signpost to external Providers from April 2024 onwards	18	Blue
18	Democratic Services	Corporate Resources	Translation	Operational savings to reduce the level of external Translation	15	Blue
19	Schools & Lifelong Learning	Learning	Culture - Music Service	Operational savings / efficiencies	10	Blue
20	Schools & Lifelong Learning	Learning	Culture - Theatre Felinfach	Operational savings / efficiencies from vacant post(s)	63	Blue
21	Schools & Lifelong Learning	Learning	Culture - Arts Support	Terminate current Service Level Agreements with Aberystwyth Arts Centre (£30k) & Theatr Mwdan (£14k)	44	Blue
22	Schools & Lifelong Learning	Learning	Culture - Ceredigion Museum	Operational savings / efficiencies from vacant post(s)	26	Blue
23	Schools & Lifelong Learning	Learning	Culture - Ceredigion Museum	Introduce Fees & Charges in order to visit Ceredigion Museum	60	Amber
24	Schools & Lifelong Learning	Learning	Culture - Ceredigion Museum	Seek interest parties to operate Ceredigion Museum on a Charitable / Trust basis	25	Amber
25	Schools & Lifelong Learning	Learning	Core Staffing	Review of S&LLL Central Structure	259	Green
26	Schools & Lifelong Learning	Learning	Corporate Catering Unit	Outcome of WG Universal Free School Meals Unit Rate increasing from £2.90 to £3.20 from January 24 (reduces the level of Council subsidy Council)	150	Blue
27	Schools & Lifelong Learning	Learning	Energy Savings - Retained Budget	Anticipated savings from lower Gas prices from October 23 (indicative 13%)	3	Blue
28	Schools & Lifelong Learning	Learning	Energy Savings - Delegated Schools	Anticipated savings from lower Gas prices from October 23 (indicative 13%)	56	Blue
29	People & Organisation	Corporate Resources	Various	Operational savings / efficiencies	20	Blue
30	Legal & Governance	Corporate Resources	Various	Operational savings / efficiencies	19	Blue
31	Policy, Performance & Public Protection	Healthier	Community Warden Service	Cease operating a Community Warden Service (No Pest control function just statutory Stray Dogs aspect to be fulfilled) (Fleet element - c£10k)	64	Blue
32	Policy, Performance & Public Protection	Corporate Resources	Supplies & Services	Operational savings to reduce 3rd Party spend	6	Blue
33	Customer Contact, ICT & Digital	Corporate Resources	Mobile Phones / Connections	Operational savings from a reduction in Mobile Phones / IT Connections	55	Blue
34	Customer Contact, ICT & Digital	Corporate Resources	Zoom licence	Operational savings from fully moving to Microsoft Teams	9	Blue
35	Customer Contact, ICT & Digital	Corporate Resources	Printing & Post	Operational efficiencies through reviewing Post Room and Reprographics Services	32	Amber
36a	Customer Contact, ICT & Digital	Corporate Resources	Libraries	Retain a presence in each of the 4 current towns but co-locate library provision with other Council Services where-ever possible, combined with reviewing every location's opening hours - Abeaeron component	35	Green
36b	Customer Contact, ICT & Digital	Corporate Resources	Libraries	Retain a presence in each of the 4 current towns but co-locate library provision with other Council Services where-ever possible, combined with reviewing every location's opening hours - Lampeter component	35	Red



## Budget Reductions Proposals (approved by Full Council 29/02/24)

Item Ref	Service	Overview & Scrutiny Committee	Area of Service	Narrative	24/25 Revenue Savings / Income Value £'000	BRAG Status (29/01/25)
37	Customer Contact, ICT & Digital	Corporate Resources	Libraries - Schools Support	Cease the additional Libraries support provided to Schools (This does not affect the Library provision that each School themselves currently operates)	47	Blue
38	Customer Contact, ICT & Digital	Corporate Resources	Mobile Library service	Reduce the current operation from 3 core vehicles + 1 delivery van down to 2 core vehicles.	70	Blue
39	Porth Gofal	Healthier	LA Residential Care Homes	Review collaborative approaches with Health Board etc to maximise the use of Hafan y Waun, Aberystwyth	100	Green
40	Porth Gofal	Healthier	LA Residential Care Homes	Review the future options for Tregerddan Care Home in Bow Street	250	Blue
41	Porth Gofal	Healthier	Day Services	Future Day Services & Respite service to be designed to cost no more than £1.250m pa	500	Green
42	Porth Gofal	Healthier	Charges for non-residential Care	Lobby WG to increase the weekly cap from £100 to £120	125	Red
43	Porth Gofal	Healthier	Energy Savings	Anticipated savings from lower Gas prices from October 23 (indicative 13%)	21	Blue
44	Economy & Regeneration	Thriving	Public Conveniences	Review of Public Toilets - Combination of increased Fees & Charges, possible closure, reduce running costs or transfer to Town & Ctty Councils where appropriate	100	Blue
45	Economy & Regeneration	Corporate Resources	Energy Savings	Anticipated savings from lower Gas prices from October 23 (indicative 13%)	25	Blue
46	Economy & Regeneration	Corporate Resources	Operational Office Buildings	Continue to maximise the range of public facing services in Canolfan Rheidol, Aberystwyth and Penmorfa Aberaeron and seek alternative uses for County Hall, Aberaeron (£150k already assumed in the 23/24 base budget)	50	Green
47	Economy & Regeneration	Corporate Resources	Corporate Estate / Commercial Buildings and Use of Space	Continued maximisation of income opportunities including recovering all costs, following up rent reviews, retain v sell v repurpose considerations	100	Green
48	Economy & Regeneration	Corporate Resources	Energy Schemes	Reduced running costs following capital investment in Energy Schemes - ranging from WG Re:Fit scheme to Solar PVs on key buildings (£125k already assumed in the 23/24 base budget)	100	Green
49	Economy & Regeneration	Thriving	Various	Other Operational Savings / Efficiencies	14	Blue
50	Economy & Regeneration	Thriving	Building Regulations / Land Charges	Increased Income linked to Fees & Charges	30	Blue
51	Highways & Environmental Services	Thriving	Highways Surface Dressing Programme	Reduce Revenue Contribution to Capital by £250k and replace with core Capital funding (no overall expenditure reduction)	250	Blue
52	Highways & Environmental Services	Thriving	Highways Surface Dressing Programme	Reduce Revenue Contribution to Capital by a further £120k with a corresponding £120k reduction in Capital expenditure)	120	Blue
53	Highways & Environmental Services	Thriving	Transport	Remove budget for Bwcabus contribution now that WG have withdrawn funding for the scheme	70	Blue
54	Highways & Environmental Services	Thriving	Streetlighting	Introduce automatic Streetlighting dimming	35	Blue
55	Highways & Environmental Services	Thriving	Arriva Site, Aberystwyth	Convert site to car parking in the short term by extending Maes yr Afon Car park	50	Green
56	Highways & Environmental Services	Thriving	Parking on the Promenade in Aberystwyth	Introduce Fees & Charges for the Promenade as part of a new Fees & Charges Car Parking charges structure	400	Green
57	Highways & Environmental Services	Thriving	Car Parking - Fees & Charges	New Fees & Charges structure with principles to include charging all year round, Peak / Off peak tiering, Charging beyond 8am to 6pm, Premium locations, simpler charging periods (To be subject to a further Cabinet report)	125	Green
58	Highways & Environmental Services	Thriving	Harbours - Fees & Charges	Continued move to Full Cost Recovery to eliminate any Council Subsidy plus New Additional Fees for Commercial Passenger Boats	75	Blue
59	Highways & Environmental Services	Thriving	Other Fees & Charges	Increase other H&ES Fees & Charges by inflation (E.g. Road Closures, Section 38)	100	Blue
60	Highways & Environmental Services	Thriving	Community Glass Banks	Replace Community Glass Banks with Council owned bins and Council vehicles to empty	40	Blue
61	Highways & Environmental Services	Thriving	Waste Service	Operational savings - stop producing Waste Calendars	20	Blue
62	Highways & Environmental Services	Thriving	Waste Service	Limit the number of black bags collected from each household	25	Green
64	Highways & Environmental Services	Thriving	Grounds Maintenance	Stop undertaking seasonal Grounds Maintenance work and/or transfer to Town & Community Councils	84	Blue
65	Highways & Environmental Services	Thriving	Street Cleaning	Stop undertaking seasonal Street Cleaning work and/or transfer to Town & Community Councils	32	Blue
66	Highways & Environmental Services	Thriving	Winter Gritting	Review and reduce Winter Gritting routes for Winter 2024 (10% reduction = c£25k)	25	Blue
67	Highways & Environmental Services	Thriving	Household Waste Sites	Review of opening hours across all Household Waste Sites, including closure of 1 Site	100	Amber
68	Highways & Environmental Services	Thriving	Residual Waste Contract	Provisional outcome from new contract procurement (to be considered by 20/02/24 Cabinet)	300	Blue
69	Economy & Regeneration	Corporate Resources	Business Rates Saving	Heat Relief on 2 Biomass facilities	19	Blue
70	Leadership Group	Healthier	Out of County Placements	Additional target to achieve from review of existing Placements and transitional arrangements to new in county facilities	394	Red

TOTAL:

5,793

## Budget Reductions Proposals (approved by Full Council 29/02/24)

Item Ref	Service	Overview & Scrutiny Committee	Area of Service	Narrative	24/25 Revenue Savings / Income Value £'000	BRAG Status (29/01/25)
			<i>Blue</i>	<i>Complete</i>	3,014	52%
			<i>Green</i>	<i>On Track</i>	1,903	33%
			<i>Amber</i>	<i>Partially on track but with some issues</i>	322	6%
			<i>Red</i>	<i>Not on track and/or major issues and/or higher risk</i>	554	10%
			<b>TOTAL</b>		<b>5,793</b>	<b>100%</b>

# CYNGOR SIR CEREDIGION COUNTY COUNCIL

**Report to:** Cabinet

**Date of meeting:** 11 March 2025

**Title:** Quarter 3 Capital Programme Monitoring Report

**Purpose of the report:** To report on the Capital Expenditure to date

**For:** Information

**Cabinet Portfolio and Cabinet Member:**  
Councillor Gareth Davies, Cabinet Member for Finance & Procurement Services

## 1. **Overall Position**

Details of the latest Capital Programme expenditure to the end of December are attached as Appendix A.

Total expenditure is £38.9m. The Capital Programme Working budget is £60m (excluding Contingencies) for the year.

## 2. **New Schemes – Variances, Budget Changes**

The Latest budget now reflects the updated 2024/25 programme, presented to Cabinet on 21st January 2025. The programme has been reduced in line with expectations on achievable spend by the end of the financial year 2024/25. The budgets, where there is known slippage and the scheme allows, have been re-profiled into 2025/26 and future years.

## 3. **Capital Receipts**

£61k of Capital Receipts have been achieved to end of December 2024. These relate mainly to the sale of vehicles and the repayment of housing grants.

The Capital Programme is monitored on a bi-monthly basis by the Capital Monitoring Group and issues such as project progress, virements, slippage and the implications arising thereon are considered by the Group and reported through to the Development Group.

### **Wellbeing of Future Generations:**

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

This report does not refer to a policy or service change.

**Summary of Integrated Impact Assessment:**

Long term: N/A  
Collaboration: N/A  
Involvement: N/A  
Prevention: N/A  
Integration: N/A

**Recommendation(s):**

To note the overall Capital Position outlined in the report.

**Reasons for decision:**

None required.

**Overview and Scrutiny:**

Considered during the budget setting process

**Policy Framework:**

Medium Term Financial Strategy

**Corporate Well-being Objectives:**

All Corporate Priorities are underpinned by the Capital Programme.

**Finance and Procurement implications:**

Compliant

**Legal Implications:**

None

**Staffing implications:**

None

**Property / asset implications:**

None directly

**Risk(s):**

Risk of insufficient funding if there are significant overspends

**Statutory Powers:**

Local Government Finance Act 1992

**Background Papers:**

Multi-Year Capital Programme

**Appendices:**

Appendix A- Capital Programme Monitoring Report

**Corporate Lead Officer:**

Duncan Hall, Corporate Lead Officer: Finance & Procurement

**Reporting Officer:**

Liz Jones, Assistant Accountant

**Date:**

12 February 2025

Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Notes for Cabinet
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**Schools and Lifelong Learning**

21st Century Schools programme (Band B)

Ysgol Henry Richards

Childcare Provision

Welsh Medium Immersion Centre and New classroom block

Additional Learning needs Adaptations to School buildings

Llwyn y Eos New Roof

School - additional Capital works

Aberaeron Comprehensive School - Retaining Wall

Underfloor Heating System - Schools

Urgent Works Schools

Museum New Roof

NJ	3,366	4,094	<b>7,460</b>	6,042	1,418
NJ	24	-	<b>24</b>	1	23
NJ	-	1,426	<b>1,426</b>	1,330	96
NJ	-	40	<b>40</b>	10	30
NJ	-	451	<b>451</b>	56	395
NJ	105	-	<b>105</b>	102	3
NJ	1,387	902	<b>2,289</b>	1,140	1,149
NJ	26	-	<b>26</b>	-	26
NJ	120	-	<b>120</b>	91	29
NJ	120	-	<b>120</b>	14	106
ND	100	-	<b>100</b>	6	94

No Issue to Report

No Issue to Report

No Issue to Report

Due to the delay in starting this scheme it has been identified that the costs have increased. The Council is working closely with WG in order to gain an increase in grant funding.

No Issue to Report

Scheme is complete.

£361k of additional grant funding has been added to the budget during qtr3. It is anticipated that the budget will be fully spent by year end.

There will only be fees incurred in 24/25. The work will commence in 25/26.

No Issue to Report

No Issue to Report

There is very little spend expected in 24/25. Start on site expected late May 2025.

**Total - Schools and Lifelong Learning**

<b>5,248</b>	<b>6,913</b>	<b>12,161</b>	<b>8,791</b>	<b>3,370</b>
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Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Notes for Cabinet
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**Porth Cymorth Cynnar**

Wellbeing Centres - Urgent Works	CY	267	-	<b>267</b>	252	15	No Issue to Report
Sports Wales Wellbeing Centres Facilities upgrades	CY	212	9	<b>221</b>	191	30	No Issue to Report
Disabled Facilities Grants	LH	1,400	-	<b>1,400</b>	679	721	No Issue to Report
Home Improvement & Houses into Homes Loan Schemes	LH	45	-	<b>45</b>	-	45	No Issue to Report
Community Housing Scheme	LH	400	-	<b>400</b>	295	105	No Issue to Report
Enable Grant for Independent Living	LH	-	146	<b>146</b>	76	70	No Issue to Report
	LH						An additional £20k has been awarded for Care and Repair funding - other Schemes include - Managing Better Service £47k & DFG Top up £81k
HCF Housing with Care Fund Objective 3 (Porth Cymorth Cynnar)	LH	-	148	<b>148</b>	22	126	
Intermediate Care Fund- Property Purchases & Renovations	LH	4	-	<b>4</b>	3	1	No Issue to Report
Land and Buildings Development Fund	LH	1,453	-	<b>1,453</b>	950	503	WG have Approved an extension to the end of March 2025.
National Empty Homes Grant Scheme	LH	82	-	<b>82</b>	3	80	c£10k of expenditure is anticipated in 24/25. The scheme is being extended into 2026/27.
<b>Total - Porth Cymorth Cynnar</b>		<b>3,863</b>	<b>303</b>	<b>4,166</b>	<b>2,471</b>	<b>1,695</b>	

Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Notes for Cabinet
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**Economic and Regeneration**

Sewage Treatment Works	AB	125	-	125	35	90	No Issue to Report
Urgent Works Other	AB	70	-	70	14	56	No Issue to Report
Buildings - Invest to Save - New ways of working	AB	175	-	175	84	91	No Issue to Report
	AB						Some of the budget has been transferred into 25/26. It is anticipated the spend in 24/25 will be approximately £250k - £500k.
Energy Scheme Investments		500	-	500	148	352	
Digital Lines Upgrade	AB	40	-	40	-	40	No Issue to Report
Rural Connectivity Accelerator	CJE	-	46	46	-	46	New Approved Grant funded scheme
	AD						Agreement is being sought to use this funding for a new programme of works.
Asset Development Programme		-	180	180	(0)	180	
Market Hall Cardigan	AD	108	-	108	48	60	No Issue to Report
Footbridge Replacement Programme	AD	50	-	50	34	16	No Issue to Report
Access Improvement Grant	AD	-	110	110	104	6	No Issue to Report
Green Recovery Delivery Partnership Priority Themes	AD	-	11	11	6	5	No Issue to Report
Strata Florida	AD	60	-	60	60	-	No Issue to Report
Local Places for nature Capital	AD	-	620	620	87	533	No Issue to Report
Arfor 2 Programme	AD	-	200	200	204	(4)	Any overspend will be covered by Grant funding.
Glan yr Afon Industrial Estate Screw Pumps	AD	150	-	150	-	150	New Scheme funded by General Capital Funding.
Levelling up Projects	CJE	-	4,499	4,499	1,153	3,346	A further £1m has been spent in qtr4 to date - any underspend can be carried forward to 25/26.
<b>Total - Economic and Regeneration</b>		<b>1,278</b>	<b>5,666</b>	<b>6,944</b>	<b>1,977</b>	<b>4,967</b>	



## Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Notes for Cabinet	
Highways Infrastructure Renewal / Improvements	PJ	2,080	-	<b>2,080</b>	1,376	704	No Issue to Report
Environmental Services	RLL	60	-	<b>60</b>	26	34	No Issue to Report
Ultra Low Emissions Vehicle Transformation	PJ	-	490	<b>490</b>	106	384	No Issue to Report
EV Charging Infrastructure Grant (WLGA)	PJ	8	121	<b>129</b>	114	15	No Issue to Report
ATF Core Funding 2024/25	PJ	-	500	<b>500</b>	150	350	No Issue to Report
ATF Waunfawr to IBERS Link Phase 1	PJ	-	300	<b>300</b>	7	293	No Issue to Report
LTF TrawsCymru Bus Corridor Infrastructure Improvements	PJ	-	950	<b>950</b>	282	668	No Issue to Report
Electric Points in GlanyAfon & Penrhos	PJ	20	711	<b>731</b>	-	731	Grant funding has only been awarded recently for this scheme.
20 mph Core Allocation	PJ	-	135	<b>135</b>	41	94	No Issue to Report
SRIC Rhiwgoch footway link to Aberaeron FY2024/25	PJ	-	358	<b>358</b>	20	338	An underspend is anticipated - A new bid will be submitted in 25/26.
Unadopted Roads - Nant Seilo, Penrhyncoch	PJ	17	50	<b>67</b>	3	64	No Issue to Report
Ystwyth Trail Llanilar	PJ	-	50	<b>50</b>	1	49	New approved Grant funded Scheme
Street Lighting invest to save	PJ	110	-	<b>110</b>	125	(15)	Includes additional works to improve efficiency.
Parking infrastructure	PJ	250	-	<b>250</b>	33	217	It is anticipated that funding will need to be re-profiled into 25/26.

Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	
FCERM ~Small scale Works 24/25 Taliesin Culvert	PJ	-	55	55	4	51
Flood Alleviation Schemes Llandre/Borth Leat - Development Stage	PJ	-	46	46	26	20
Coastal Protection Aberystwyth - Development Stage	PJ	-	270	270	205	65
Borth & Ynyslas Coastal Protection - Development Stage	PJ	-	38	38	2	36
Flood, Coastal and Risk Management, Capel Bangor and Tal-y-bont - Development Stage.	PJ	-	55	55	5	50
Llangrannog Coastal Protection - Development Stage	PJ	-	22	22	1	21
Coastal Protection Aberaeron	PJ	22,134	-	22,134	17,314	4,820
Fleet Replacement	RLL	935	-	935	655	280
<b>Total - Highways and Environmental Services</b>		<b>25,614</b>	<b>4,151</b>	<b>29,765</b>	<b>20,496</b>	<b>9,269</b>

Notes for Cabinet
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No Issue to Report

Variation letter has been approved to extend the project to the 16/03/2025

Variation letter is being submitted to WG to extend the project to 31/03/25.

Variation letter is being submitted to WG to extend the project to 31/03/25.

Variation to WG being prepared before end of grant term, extension to 31/03/25 will be requested

Variation letter is being submitted to WG to extent the project to 31/03/25.

A provisional compensation event of financial significance was reported to the January Project Board. Under the contract, this requires formal determination by the Contract Administrator. Options are being explored in readiness for the outcome of this process.

No Issue to Report

Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Notes for Cabinet	
<b>Porth Gofal</b>							
Urgent Works - Residential Homes	NL	90	-	90	7	83	No Issue to Report
Housing with Care Fund - Safe Accommodation for Children	NL	40	1,139	1,179	864	315	No Issue to Report
Hafan Deg Dementia Project	NL	-	30	30	30	0	Additional grant funding from Programmed Managed funds.
HCF Housing with Care Fund Objective 3 Porth Gofal Residential Homes upgrade	NL	-	113	113	16	97	Approved Grant Funding. Schemes include, ICES Efficiency Improvements £43k, ICES Equipment - £15k, Manual Handling Equipment for Training room - £12k & Yr Hafod Residential Home Dementia Friendly Conversion - £43k
	NL	830	-	830	301	529	No Issue to Report
Hafan y Waun Residential Home Capital Investment	NL	200	-	200	487	(287)	Additional funding will be required which includes the refurbishment costs associated with the transfer of residents from Tregerddan Care Home. It is anticipated that the funds will come from underspends from residential homes upgrade budget.
<b>Total - Porth Gofal</b>		<b>1,160</b>	<b>1,282</b>	<b>2,442</b>	<b>1,705</b>	<b>737</b>	
<b>UK Shared Prosperity Fund</b>							
Uk Shared Prosperity Fund (Powys and Ceredigion)	CJE	-	3,847	3,847	3,005	842	No issues to report
<b>Total - Uk Shared Prosperity Fund</b>		<b>-</b>	<b>3,847</b>	<b>3,847</b>	<b>3,005</b>	<b>842</b>	

## Qtr. 3 Capital Programme Monitoring Report 2024/25

Corporate/ Service Managers	General Funding £'000	Grant Funding £'000	Total £'000	Total Expenditure to date £'000	Budget Remaining £'000	Notes for Cabinet	
<b>Customer Contact</b>							
ICT Kit and Infrastructure investment	AM	300	-	300	235	65	No issues to report
Digital360 Revenues & Benefits	AM	76	-	76	76	(0)	No Issue to Report
ICT- Ceri software System	AM	80	-	80	80	0	No Issue to Report
<b>Total - Customer Contact</b>		<b>456</b>	<b>-</b>	<b>456</b>	<b>392</b>	<b>64</b>	
<b>Finance &amp; Procurement</b>							
Community Grant Scheme	JD	100	-	100	14	86	No Issue to Report
<b>Total - Finance &amp; Procurement</b>		<b>100</b>	<b>-</b>	<b>100</b>	<b>14</b>	<b>86</b>	
<b>Service Reform</b>							
Capitalisation Direction - Service Reform	JD	100	-	100	-	100	No Issue to Report
<b>Total - Service Reform</b>		<b>100</b>	<b>-</b>	<b>100</b>	<b>-</b>	<b>100</b>	
<b>TOTAL WORKING PROGRAMME</b>		<b>37,819</b>	<b>22,162</b>	<b>59,981</b>	<b>38,851</b>	<b>21,130</b>	
Contingencies	JD	100	-	100	-	100	
New Approved Grants/Match funding for grant schemes	JD	110	1,716	1,826	-	1,826	
<b>Total - Contingencies</b>		<b>210</b>	<b>1,716</b>	<b>1,926</b>	<b>-</b>	<b>1,926</b>	
<b>TOTAL OVERALL PROGRAMME</b>		<b>38,029</b>	<b>23,878</b>	<b>61,907</b>	<b>38,851</b>	<b>23,056</b>	

## Minutes of the Meeting of THRIVING COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

held at the Hybrid - Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron / remotely via video conference on Friday, 7 February 2025

**PRESENT;** Councillor Marc Davies (Chair), Councillors Gwyn Wigley Evans (Vice-Chair), Shelley Childs, Gethin Davies, Meirion Davies, Rhodri Davies, Wyn Evans, Chris James, Sian Maehrlein, John Roberts and Carl Worrall

**Also in attendance:** Councillors : Councillor Bryan Davies, Leader of the Council and Cabinet Member for Democratic Services, Policy, Performance and People and Organisation. Councillor Gareth Davies, Cabinet Member for Finance and Procurement Services. Councillor Catrin M S Davies, Cabinet Member for Culture, Leisure and Customer Services. Councillor Matthew Vaux, Cabinet Member for Partnerships, Housing, Legal and Governance and Public Protection. Councillor Clive Davies, Cabinet Member for Economy and Regeneration. Councillors Alun Williams, Deputy Leader and Cabinet Member for Through Age and Wellbeing, Councillor Keith Henson, Cabinet Member for Highways and Environmental Services and Carbon Management, Councillor Wyn Thomas, Cabinet Member for Schools, Lifelong Learning and Skills.

Councillors Endaf Edwards, Amanda Edwards, Raymond Evans, Keith Evans, Eryl Evans, Rhodri Evans, Elizabeth Evans, Ifan Davies, Euros Davies, Hugh Hughes, Gareth Lloyd

**OFFICERS PRESENT:** Eifion Evans, Chief Executive; Barry Rees, Corporate Director; Duncan Hall, Corporate Lead Officer, Finance and Procurement (S151 Officer); Lowri Edwards, Corporate Lead Officer Democratic Services; Elin Prysor, Corporate Lead Officer Legal and Governance and Monitoring Officer; Rhodri Llwyd, Corporate Lead Officer, Highways and Environmental; Russell Hughes-Pickering, Corporate Lead Officer Economy and Regeneration; Roger Davies, Assistant Accountant; Lisa Evans, Scrutiny and Standards Officer and Translators.

(9.30 am - 12.30 pm)

### 1 Apologies

Councillor Ann Bowen Morgan apologised for their inability to attend the meeting.

### 2 Disclosures of personal interest (including whipping declarations)

**Members are reminded of their personal responsibility to declare any personal and prejudicial interest in respect of matters contained in this agenda in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. In addition, Members must declare any prohibited party whip which the Member has been given in relation to the meeting as per the Local Government (Wales) Measure 2011.**

### 3 Report on the draft 25/26 Budget

Each Overview & Scrutiny Committee were asked to consider the draft 25/26 Budget report presented to Cabinet on 21 January 2025 and the associated impact on the respective Services within its remit. The Thriving Communities Overview and Scrutiny Committee met on the 7th of February 2025 at 9am. Cabinet had considered and agreed 9 recommendations in relation to the draft 25/26 Budget report.

The Leader of the Council, Councillor Bryan Davies, presented the report on the draft budget for 2025/2026. The Cabinet Member for Finance and Procurement, Councillor Gareth Davies, presented the remaining information. Duncan Hall, Corporate Lead Officer, Finance and Procurement, then provided a brief verbal update on the latest Budget situation.

The Leader of the Council raised an issue relating to the fire levy and the recent Independent Cultural Review of the Mid and West Wales Fire and Rescue Service. It was stated that the Council as a constituent Authority would want to scrutinise the situation and to ask questions of the Mid and West Wales Fire Authority.

There was an opportunity for questions and input from Cabinet Members and officers regarding the relevant service areas.

The main points raised during discussion were:

- A Councillor questioned why gold and platinum had been given as an option at the budget meetings when the Thriving Communities Overview and Scrutiny Committee had previously recommended the platinum option to Cabinet. The Leader explained that as it would affect the Council tax % they wanted to consider both options.
- A review of the harbours within the County should be undertaken in order to re-launch the harbours. This was suggested as an item to be included on the forward work programme.
- Questions were raised in relation to car parks. Some members expressed there may be local interest to take over the running of car parks in certain areas. Members were asked to contact officers with further information.
- Options to work with other Authorities should be explored in order to make savings.
- Are jobs reviewed when they become vacant. Officers responded that the recruitment process is kept under review, there are mechanisms in place.
- is general maintenance and repair kept in house or does the authority have to go through procurement. This should be kept under to review to keep costs down. It was suggested that this be added to the forward work programme.
- Options relating to the workforce - are there options to reduce the workforce without removing a service, opportunities for shared posts, opportunities for AI.

Following discussion, Committee Members were asked to consider the following recommendations.

Recommendations: For the respective Services that are within the remit of this Overview and Scrutiny Committee:

1. To consider:
  - a) the overall draft 25/26 Budget position.
  - b) the relevant elements of the Revenue Budget Movements.
  - c) the relevant elements of the Revenue Budget Cost Pressures.
  - d) the relevant elements of the Revenue Budget Reductions Proposals.
  - e) the relevant elements of the Fees & Charges proposals.
  - f) the relevant elements of the Multi-year Capital Programme.
  
2. To consider the options recommended by Cabinet on 21/01/25:
  - a) A draft 25/26 Budget Requirement of £209.109m, resulting in a Council Tax increase (for the Ceredigion County Council component) of £13.94 per month for a Band D property (9.7%), which would include provision for a £230k investment in the Planning Enforcement Service and a £481k investment in the Waste Collection Service.
  - b) A draft 25/26 Budget Requirement of £209.234m, resulting in a Council Tax increase (for the Ceredigion County Council component) of £14.24 per month for a Band D property (9.9%), which would include provision for a £346k investment in the Planning Enforcement Service and a £481k investment in the Waste Collection Service.
  
3. To make recommendation(s) for Cabinet to consider on 18/02/25, as the Committee deems appropriate, in relation to the Budget.

Committee's recommendation:

Following discussion, Committee Members agreed that they had considered the recommendations 1 a) – f); and agreed to recommend to Cabinet:

Option (b) as the preferred option:

A draft 25/26 Budget Requirement of £209.234m, resulting in a Council Tax increase (for the Ceredigion County Council component) of £14.24 per month for a Band D property (9.9%), which would include provision for a £346k investment in the Planning Enforcement Service and a £481k investment in the Waste Collection Service

No further recommendations were made by the Committee for Cabinet to consider.

Reasons for recommendations:

To assist with the preparation of a balanced budget, to ensure appropriate scrutiny of the overall Budget being proposed and to make recommendation(s), as appropriate, for Cabinet to consider at their next meeting on 18th February 2025.

**4 To confirm the Minutes of the previous Meeting and to consider any matters arising from those Minutes**

It was AGREED to confirm the minutes of the Committee meeting as a true record, There were no matters arising from those minutes.

**Confirmed at the Meeting of the Thriving Communities Overview and  
Scrutiny Committee held on 19 March 2025**

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_



## CYNGOR SIR CEREDIGION COUNTY COUNCIL

**Report to:** Thriving Communities Overview and Scrutiny Committee

**Date of meeting:** 19 March 2025

**Title:** Draft Forward Work Programme 2025/26

**Purpose of the report:** Review the current work programme of the Committee

**Reason Scrutiny have requested the information:**

The forward work programme of the Committee is reviewed and updated at each meeting

### **Background**

Overview and Scrutiny Committees oversee the work of the Council to make sure that it delivers services in the best way and for the benefit of the local community.

The role of Overview and Scrutiny is to look at the services and issues that affect people in Ceredigion. The process provides the opportunity for Councillors to examine the various functions of the council, to ask questions on how decisions have been made, to consider whether service improvements can be put in place and to make recommendations to this effect.

Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision making process and the way in which it delivers services.

The main roles of the Overview and Scrutiny Committees:

- Holding the cabinet and officers as decision-makers to account
- Being a 'critical friend', through questioning how decisions have been made to provide a 'check and balance' to decision makers, adding legitimacy to the decision making process
- Undertaking reviews of council services and policy
- Undertaking reviews to develop council services and policies
- Considering any other matter that affects the county
- Ensuring that Ceredigion is performing to the best of its ability and delivering high quality services to its citizens
- Assessing the impact of the Council's policies on local communities and recommending improvement
- Engaging with the public to develop citizen centred policies and services

Effective Overview and Scrutiny can lead to:

- Better decision making

- Improved Service Delivery and Performance
- Robust Policy Development arising from public consultation and input of independent expertise
- Enhanced Democracy, Inclusiveness, Community Leadership and Engagement
- Adds a clear dimension of transparency and accountability to the political workings of the Council
- Provides an opportunity for all Members to develop specialist skills and knowledge that can benefit future policy making and performance monitoring processes
- Creates a culture of evidence based self-challenge

### **Current Situation**

#### **Questions to consider when choosing topics**

- Is there a clear objective for examining this topic?
- Are you likely to achieve a desired outcome?
- What are the likely benefits to the Council and the citizens of Ceredigion?
- Is the issue significant?
- Are there links to the Corporate Strategy
- Is it a key issue to the public?
- Have the issues been raised by external audit?
- Is it a poor performing service?

#### **Choosing topics**

Overview and Scrutiny Committees should consider information from the Corporate Strategy, the Corporate Risk Register, budget savings – proposals and impact, Quarterly Corporate Performance Management panel meetings and departmental input in choosing topics and designing their Forward Work Programmes, as well as any continuing work.

### **Wellbeing of Future Generations:**

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

No

#### **Summary of Integrated Impact Assessment:**

**Long term:** N/A  
**Collaboration:** N/A  
**Involvement:** N/A  
**Prevention:** N/A  
**Integration:** N/A

### **Recommendation(s):**

To review and update the current Forward Work Programme.

**Contact Name:** Lisa Evans

**Designation:** Scrutiny and Standards Officer

**Date of Report:** 13/3/25

**Acronyms:**

FWP – Forward Work Programme

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Overview and Scrutiny Draft Forward Work Programme 2025/26

Committee	Item (description/title)	Invited Speakers	Purpose i.e. monitoring, policy, recommendation
<b>Thriving Communities</b>			
17 June 2025	Oversight of in year Financial matters  Update on Ash Dieback  Climate Change	Duncan Hall  Rhodri Llwyd  Rhodri Llwyd	Monitoring  Risk Register Monitoring  Risk Register Monitoring
24 September 2025	Oversight of in year Financial matters	Duncan Hall	
17 December 2025	Oversight of in year Financial matters	Duncan Hall	
6 February 2026	Budget	Duncan Hall	Recommendation

29 April 2026

Oversight of in year Financial matters

Duncan Hall