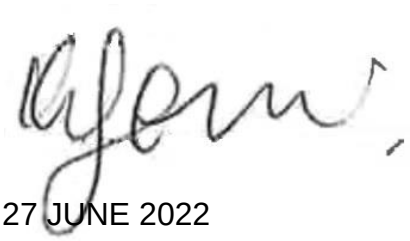
SOUTH EAST WALES CORPORATE JOINT COMMITTEE

SUMMONS TO ATTEND A MEETING OF THE SOUTH EAST WALES CJC	27 JUNE 2022
GWŶS I FYNYCHU CYFARFOD CBC DE-DDWYRAIN CYMRU	27 MEHEFIN 2022

You are summoned to attend a meeting of the **SOUTH EAST WALES CORPORATE JOINT COMMITTEE** which will be held in Meeting Room 4, ICC Wales, Coldra Woods, The Usk Valley, Newport NP18 1HQ between 11.00am-12.30pm on 27 June 2022 to transact the business set out in the agenda attached. The meeting may be accessed via Microsoft Teams.

KELLIE BEIRNE
PROPER OFFICER



27 JUNE 2022

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

RECORDING OF MEETING

This meeting will be recorded for subsequent broadcast on the CJC's website. The whole of the meeting will be recorded, except where there are confidential or exempt items.

If you make a representation to the meeting you will be deemed to have consented to being filmed and/or recorded.

If you have any queries regarding the recording of this meeting, please contact ELIZABETH FITZGERALD on 07974 211817 or email Elizabeth.Fitzgerald@cardiff.gov.uk

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

South East Wales Corporate Joint Committee

Cyd-bwyllgor corfforaethol De-Dwyrain Cymru

South East Wales Corporate Joint Committee

11.00am-12.30pm on Monday 27 June 2022
Meeting Room 4, ICC Wales, Coldra Woods, The Usk Valley, Newport NP18 1HQ
and Microsoft Teams

Agenda

1.	Welcome and Apologies	
2.	Declarations of Interest	
3.	Appointment of Vice Chair for 2022/23	
4.	Minutes of the Previous Meeting held on 31 January 2022	Attached
5.	2021/22 Financial Out-turn and Annual Return *To receive the report of the Interim Section 151 Officer*	Attached

Kellie Beirne
Interim Chief Executive, SEW CJC
27 June 2022

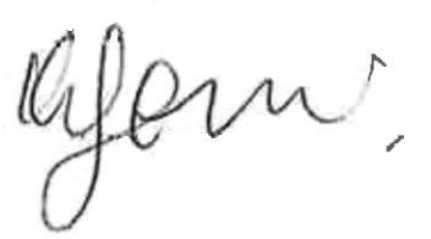
This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

CYDBWYLLGOR CORFFORAETHOL DE-DDWYRAIN CYMRU

GWŶS I FYNYCHU CYFARFOD CBC DE-DDWYRAIN CYMRU	27 MEHEFIN 2022
SUMMONS TO ATTEND A MEETING OF THE SOUTH EAST WALES CJC	27 JUNE 2022

Cewch eich gwyso i fynychu cyfarfod o **GYD-BWYLLGOR CORFFORAETHOL DE-DDWYRAIN CYMRU** a gynhaliwyd yn Ystafell 4, ICC Cymru, Coedwig Coldra, Dyffryn Wysg, Casnewydd NP18 1HQ a 11.00am-12.30pm ar 27 Mehefin 2022 i drawsweithredu'r busnes a nodir yn yr agenda sydd ynghlwm. Gellir gweld y cyfarfod drwy Microsoft Teams.

KELLIE BEIRNE
SWYDDOG PRIODOL



27 MEHEFIN 2022

Mae'r ddogfen hon ar gael yn Saesneg / This document is available in English

RECORDIO'R CYFARFOD

Bydd y cyfarfod hwn yn cael ei recordio i'w ddarlledu wedyn ar wefan y CBC. Bydd y cyfarfod cyfan yn cael ei recordio, ac eithrio pan fo eitemau cyfrinachol neu eithriedig.

Os byddwch yn gwneud sylwadau i'r cyfarfod, ystyrir eich bod wedi cydsynio i gael eich ffilmio a/neu recordio.

Os oes gennych unrhyw ymholiadau ynghylch recordio'r cyfarfod hwn, cysylltwch ag ELIZABETH FITZGERALD trwy ffonio 07974 211817 neu drwy e-bostio Elizabeth.Fitzgerald@caerdydd.gov.uk

Mae'r ddogfen hon ar gael yn Saesneg / This document is available in English

South East Wales Corporate Joint Committee
Cyd-bwyllgor corfforaethol De-Dwyrain Cymru

Cydbwyllgor Corfforaethol De-ddwyrain Cymru

11.00am-12.30pm ar Ddydd Iau 27 Mehefin 2022
Ystafell 4, ICC Wales, Coldra Woods, The Usk Valley, Newport NP18 1HQ
a Microsoft Teams

Agenda

1.	Croeso ac Ymddiheuriadau	
2.	Datgan Buddiannau	
3.	Penodi Is-gadeirydd ar gyfer 2022/23	
4.	Cofnodion y cyfarfod a gynhaliwyd ar 31 January 2022	Atodedig
5.	Alldro Ariannol a Ffurflen Flynyddol 2021/22 *Derbyn Adroddiad Swyddog Adran 151 Dros Dro*	Atodedig

Kellie Beirne
Prif Weithredwr Dros Dro, CBC DDdC
27 Mehefin 2022

Mae'r ddogfen hon ar gael yn Saesneg / This document is available in English

South East Wales Corporate Joint Committee
Cyd-bwyllgor corfforaethol De-Dwyrain Cymru

South East Wales Corporate Joint Committee

11.00am-12.30pm on Monday 27 June 2022
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Kellie Beirne
Interim Chief Executive, SEW CJC
27 June 2022

South East Wales Corporate Joint Committee

Cyd-bwyllgor corfforaethol De-Dwyrain Cymru

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11.00am-12.30pm ar Ddydd Iau 27 Mehefin 2022
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Prif Weithredwr Dros Dro, CBC DDdC
27 Mehefin 2022

South East Wales Corporate Joint Committee

11.00am-12.00pm on Monday 31 January 2022
Remote Meeting via Microsoft Teams

Minutes

Committee Members and Chief Executives

Cllr David Davies	Cabinet Member	Blaenau Gwent CBC
Michelle Morris	Managing Director	Blaenau Gwent CBC
Julian Stedman	Chair of Planning, Access and Rights of Way Committee	Brecon Beacons NPA
Catherine Mealing-Jones	Chief Executive	Brecon Beacons NPA
Cllr Huw David	Leader	Bridgend CBC
Mark Shephard	Chief Executive	Bridgend CBC
Cllr Huw Thomas	Leader	Cardiff Council
Paul Orders	Chief Executive	Cardiff Council
Cllr Philippa Marsden	Leader	Caerphilly CBC
Christina Harrhy	Chief Executive	Caerphilly CBC
Cllr Lisa Mytton	Leader	Merthyr Tydfil CBC
Ellis Cooper	Chief Executive	Merthyr Tydfil CBC
Cllr Richard John	Leader	Monmouthshire CC
Paul Matthews	Chief Executive	Monmouthshire CC
Cllr Jane Mudd	Leader	Newport CC
Beverly Owen	Chief Executive	Newport CC
Cllr Andrew Morgan	Leader	Rhondda Cynon Taf CBC
Chris Bradshaw	Chief Executive	Rhondda Cynon Taf CBC
Cllr Anthony Hunt	Leader	Torfaen CBC
Stephen Vickers	Chief Executive	Torfaen CBC
Cllr Neil Moore	Leader	Vale of Glamorgan Council
Rob Thomas	Chief Executive	Vale of Glamorgan Council

Officers

Christopher Lee	Section 151 Officer	Accountable Body
Gill Brown	Group Accountant	Accountable Body
Lindsey Yeoman	Accountant	Accountable Body
Gareth Gates	Accountant	Accountable Body
James Williams	Solicitor	Accountable Body
Kellie Beirne	Director	Office of the CCR
Rhys Thomas	Chief Operating Officer	Office of the CCR
Hrjinder Singh	Head of Finance, Risk & Assurance	Office of the CCR
Nicola Somerville	Head of Inclusive Growth & Business Development	Office of the CCR
Colan Mehaffey	Head of Digital & Data Innovation	Office of the CCR
Suzanne Chesterton	Head of Governance, Policy and Communications	Office of the CCR
Robert O'Dwyer	Head of Infrastructure	Office of the CCR

Steven Hazleton	Marketing & Communications Lead	Office of the CCR
Nathan Llewellyn	Marketing & Communications Officer	Office of the CCR
Nicola Butler	Business Development & Partnership Officer	Office of the CCR
Liz Fitzgerald (minutes)	Business Development & Partnership Officer	Office of the CCR

Observers

Gareth Ashman	Head Of Infrastructure	UK Government
Jenna Dillon	Senior Project Delivery Manager – South East Wales	Welsh Government
Claire Germain	Head of Local Government Partnerships	Welsh Government

Apologies

Cllr Nigel Daniels	Leader	Blaenau Gwent CBC

Recording of the meeting started at 11:04

ACTION

1. Welcome and Apologies

(1) Cllr Davies opened the meeting, welcomed Committee Members and advised that he would act as interim Chair, as substitute for Cllr Daniels, under Regulation 7, paragraph 2 of the South East Wales Corporate Joint Committee Regulations 2021, ref SI 2021/343 dated 17 March 2021.

(2) Kellie reminded Committee Members that the member for Brecon Beacons National Park Authority was entitled to vote on matters relating to the Strategic Development Plan and therefore, at the present meeting, for Item 9 CJC Strategic Planning Budget Requirement 2021/22 & 2022/23 only.

2. Declarations of Interest

(1) In respect of Item 7 Interim Executive Staffing Arrangements, Kellie Beirne, Christopher Lee and James Williams would leave the meeting after Item 6 and would return to the meeting after Item 7 had concluded.

(2) No other declarations of interest were received.

3. Appointment of Chair for 2021/22 and 2022/23

(1) Cllr Davies requested nominations from Committee Members for the Chair of the South East Wales Corporate Joint Committee (SEW CJC).

(2) Cllr Marsden nominated Cllr Anthony Hunt as Chair for 2021/22 and 2022/23, which was seconded by Cllr Morgan.

(3) The Committee accepted the nomination and Cllr Anthony Hunt was confirmed as the Chair for the SEW CJC for 2021/22 and 2022/23.

(4) Cllr Davies handed the Chairmanship to Cllr Hunt.

4. Appointment of Vice Chair for 2021/22 and 2022/23

(1) Cllr Hunt requested nominations for the Vice Chair of the SEW CJC for 2021/22 and 2022/23.

(2) Cllr Morgan nominated Cllr Philippa Marsden, which was seconded by Cllr Moore.

(3) The Committee accepted the nomination and Cllr Philippa Marsden was nominated as the Vice Chair for the SEW CJC for 2021/22 and 2022/23.

5. Proposal to Effect CJC Insurances

Kellie Beirne introduced the item explaining that the matter reflected arrangements for the interim position and until such time the outstanding technical issues can be resolved. For completeness, those issues relate to resolution of taxation matters and the need to secure UKG approval for transfer of the CCR City Deal funding agreement into the CJC.

Kellie notified Committee Members that the relevant insurances were in place from 9.00am this morning, 31 January 2022, and that all paperwork was in place for the indemnity and fidelity agreements. Kellie said the documentation would be signed by Barrie Davies, the Section 151 officer for Rhondda Cynon Taf CBC, the CJC SEW's partner body. Kellie would share the documents after the meeting.

ACTION: Kellie would share the SEW CJC insurance documents with the Committee Members. **KB**

6. Interim Standing Order for South East Wales Corporate Joint Committee

(1) Kellie introduced the report explaining that the report reflected arrangements for the interim position and until such time the outstanding technical issues can be resolved. For completeness, those issues relate to resolution of taxation matters and the need to secure UKG approval for transfer of the CCR City Deal funding agreement into the CJC.

James said that the interim Standing Orders were temporary

arrangements for the 'Bare Minimum' model to ensure compliance during the transition period; a more substantive set of Standing Orders would be brought to Committee Members for their consideration at the appropriate time.

(2) Cllr Morgan moved to accept the recommendations of the report.

(3) Cllr Hunt obtained individual votes of acceptance from Committee Members in the following order: Bridgend; Rhondda Cynon Taf; Vale of Glamorgan; Merthyr Tydfil; Cardiff; Caerphilly; Newport; Blaenau Gwent; Monmouthshire; Torfaen.

- The Brecon Beacons National Park Authority was not eligible to vote for this item.

(4) It was resolved that the ten CCR Constituent Local Authority members of the South East Wales Corporate Joint Committee:

(1) approved the Interim Standing Orders and relevant policies, procedures and key documents (appended to the Standing Orders document), set out comprehensively as Appendix 1 to this report;

(2) approved to receive further updates and revisions to Standing Orders during 2022-23 in the event that outstanding financial status issues are resolved sufficiently to allow for implementation of the preferred governance and delivery model.

Kellie, James and Christopher left the meeting at 11:20

7. Interim Executive Staffing Arrangements

(1) Paul Orders introduced the report and proposed nominations. The report proposed that Cardiff Council may make any necessary agreements on behalf of the SEW CJC to put executive staffing arrangements in place. These arrangements were temporary and a further report would be submitted to Committee Members at the point of transition to the 'Lift and Shift' model, which would then be in effect permanently. Paul Matthews concurred that the interim and temporary measures were a necessary platform for this moment in time. Both Monmouthshire CC and Cardiff Council were happy to support the recommendations of the report.

(2) Cllr Hunt obtained individual votes of acceptance from Committee Members in the following order: Bridgend; Rhondda Cynon Taf; Vale of Glamorgan; Merthyr Tydfil; Cardiff; Caerphilly; Newport; Blaenau Gwent; Monmouthshire; Torfaen.

- The Brecon Beacons National Park Authority was not eligible to vote for this item.

(3) It was resolved that the ten CCR Constituent Local Authority members of the South East Wales Corporate Joint Committee:

(1) approved the appointment of Kellie Beirne as the Interim Chief Executive Officer;

(2) approved the appointment of Chris Lee as the Interim Chief Finance Officer;

(3) approved the appointment of James Williams as the Interim Monitoring Officer;

(4) authorised Cardiff Council to make any necessary arrangements on behalf of the CJC in relation to these appointments, including entering into any agreements, including any service level agreements with the constituent authorities.

Kellie, James and Christopher re-joined the meeting at 11:24

8. Interim CJC Management and Support Arrangements

(1) Kellie introduced the report explaining that the report reflected arrangements for the interim position and until such time the outstanding technical issues can be resolved. For completeness, those issues relate to resolution of taxation matters and the need to secure UKG approval for transfer of the CCR City Deal funding agreement into the CJC.

The report set out the approach to the development of the SEW CJC with a robust operating model incorporating Service Level Agreements (SLAs) with the Cardiff Capital Region (CCR), Cardiff Council and Rhondda Cynon Taf CBC. The region was currently in Phase 1 (the 'Bare Minimum model); Phase 2 would be subject to the resolution of the matter around the City Deal funding agreement coming across to the CJC and resolution of remaining legislation issues with Welsh Government. Phase 3 would be the 'Lift & Shift' implementation subject to outstanding issues being resolved and the SEW CJC being able to operate independently.

(2) The motion to deal with the recommendations of the report was moved by Cllr Morgan and seconded by Cllr Marsden.

(3) Cllr Hunt obtained individual votes of acceptance from Committee Members in the following order: Bridgend; Rhondda Cynon Taf; Vale of Glamorgan; Merthyr Tydfil; Cardiff; Caerphilly; Newport; Blaenau Gwent; Monmouthshire; Torfaen.

- The Brecon Beacons National Park Authority was not eligible to vote for this item.

(4) It was resolved that the ten CCR Constituent Local Authority Members of the South East Wales Corporate Joint Committee:

(1) noted and approved the proposed management and support arrangements set out in this report;

(2) approved the Chief Executive Officer to enter into Service Levels Agreements with the provider organisations, subject to the approval of the CJC Budget Report;

(3) noted that further updates in respect of future management and support arrangements, including any budgetary implications, will be brought back for consideration at the appropriate time.

9. South East Wales Corporate Joint Committee Annual Business Plan and Annual CJC General Budget Requirement 2021/22 & 2022/23 and CJC Strategic Planning Budget Requirement 2021/22 & 2022/23

a) Ten CCR Constituent Councils to consider Part A Recommendations
b) Ten CCR Constituent Councils and BBNPA to consider Part B Recommendations

(1) Kellie introduced the report explaining that the report reflected arrangements for the interim position and until such time the outstanding technical issues can be resolved. For completeness, those issues relate to resolution of taxation matters and the need to secure UKG approval for transfer of the CCR City Deal funding agreement into the CJC.

(2) Christopher said that Committee Members should note that the report outlined the 'Bare Minimum' model and that any updates or adjustments would be returned to the SEW CJC for approval.

(3) Hrjinder provided an overview of the financial matters within the report. He said that in terms of Treasury management requirements, the SEW CJC would follow Rhondda Cynon Taf CBC's Treasury Management Strategy.

PART A RECOMMENDATIONS
Ten CCR Constituent Local Authority Members to consider Part A Recommendations

(4) Cllr Hunt obtained individual votes of acceptance from Committee Members in the following order Bridgend; Rhondda Cynon Taf; Vale of Glamorgan; Merthyr Tydfil; Cardiff; Caerphilly; Newport; Blaenau Gwent; Monmouthshire; Torfaen.

- The Brecon Beacons National Park Authority was not eligible to vote for this item.

(5) It was resolved that the ten CCR Constituent Local Authority members of the South East Wales Corporate Joint Committee:

(1) noted and approved the interim Annual Business Plan for 2022/23 as set out at Appendix 1;

(2) considered and approved the CJC's General Budget requirement as set out in Table 1 of this report in respect of Financial Years 2021/22 & 2022/23;

(3) considered and approved the amounts payable by the 10 CCR constituent local authorities as set out in Table 2 of this report in respect of Financial Years 2021/22 & 2022/23, noting that these amounts will be met from the CCR General Reserve;

(4) noted the CJC Capital Programme Budget position and approves for CJC treasury management activities, where required during the bare minimum period, to be undertaken in line with the approved Treasury Management Strategy of Rhondda Cynon Taf County Borough Council;

(5) approved to receive further updates and revisions during 2022/23 in the event that outstanding issues are resolved sufficiently to allow for implementation of the preferred governance and delivery model.

PART B RECOMMENDATIONS

Ten CCR Constituent Local Authority members and Brecon Beacons NPA to consider Part B Recommendations

(6) Cllr Hunt obtained individual votes of acceptance from Committee Members in the following order: Brecon Beacons NPA; Bridgend; Rhondda Cynon Taf; Vale of Glamorgan; Merthyr Tydfil; Cardiff; Caerphilly; Newport; Blaenau Gwent; Monmouthshire; Torfaen.

(7) It was resolved that the South East Wales Corporate Joint Committee:

(6) considered and approved the CJC's Strategic Planning Budget requirement as set out in Table 3 of this report in respect of Financial Years 2021/22 & 2022/23;

(7) considered and approved the amounts payable by the 10 CCR constituent local authorities and the Brecon Beacons National Park Authority as set out in Table 4 of this report in respect of Financial Years 2021/22 & 2022/23;

(8) noted that the amounts payable by the 10 CCR constituent local authorities in respect of Recommendation (6) will be met from the CCR General Reserve;

ACTION

(9) approved to receive further updates and revisions during 2022/23 in the event that outstanding issues are resolved sufficiently to allow for implementation of the preferred governance and delivery model.

Recording of the meeting ended at 11:38

Cydbwyllgor Corfforaethol De-ddwyrain Cymru

11.00am-12.00pm ddydd Llun 31 Ionawr 2022
Cyfarfod o Bell yn defnyddio Microsoft Teams

Cofnodion

Aelodau'r Pwyllgor a Phrif Weithredwyr

Y Cynghorydd David Davies	Aelod Cabinet	CBS Blaenau Gwent
Michelle Morris	Rheolwr Gyfarwyddwr	CBS Blaenau Gwent
Julian Stedman	Cadeirydd y Pwyllgor Cynllunio, Mynediad a Hawliau Tramwy	APC Bannau Brycheiniog
Catherine Mealing-Jones	Prif Weithredwr	APC Bannau Brycheiniog
Y Cynghorydd Huw David	Arweinydd	CBS Pen-y-bont ar Ogwr
Mark Shephard	Prif Weithredwr	CBS Pen-y-bont ar Ogwr
Y Cyng. Huw Thomas	Arweinydd	Cyngor Caerdydd
Paul Orders	Prif Weithredwr	Cyngor Caerdydd
Y Cynghorydd Philippa Marsden	Arweinydd	CBS Caerffili
Christina Harrhy	Prif Weithredwr	CBS Caerffili
Y Cynghorydd Lisa Mytton	Arweinydd	CBS Merthyr Tudful
Ellis Cooper	Prif Weithredwr	CBS Merthyr Tudful
Y Cynghorydd Richard John	Arweinydd	Cyngor Sir Fynwy
Paul Matthews	Prif Weithredwr	Cyngor Sir Fynwy
Y Cynghorydd Jane Mudd	Arweinydd	Cyngor Dinas Casnewydd
Beverly Owen	Prif Weithredwr	Cyngor Dinas Casnewydd
Y Cynghorydd Andrew Morgan	Arweinydd	CBS Rhondda Cynon Taf
Chris Bradshaw	Prif Weithredwr	CBS Rhondda Cynon Taf
Y Cynghorydd Anthony Hunt	Arweinydd	CBS Torfaen
Stephen Vickers	Prif Weithredwr	CBS Torfaen
Y Cynghorydd Neil Moore	Arweinydd	Cyngor Bro Morgannwg
Rob Thomas	Prif Weithredwr	Cyngor Bro Morgannwg

Swyddogion

Christopher Lee	Y Swyddog Adran 151	Corff Atebol
Gill Brown	Cyfrifydd Grŵp	Corff Atebol
Lindsey Yeoman	Cyfrifydd	Corff Atebol
Gareth Gates	Cyfrifydd	Corff Atebol
James Williams	Cyfreithiwr	Corff Atebol
Kellie Beirne	Cyfarwyddwr	Swyddfa P-RC
Rhys Thomas	Prif Swyddog Gweithredol	Swyddfa P-RC
Hrjinder Singh	Pennaeth Cyllid, Risg a Sicrwydd	Swyddfa P-RC

Nicola Somerville	Pennaeth Twf Cynhwysol a Datblygu Busnes	Swyddfa P-RC
Colan Mehaffey	Pennaeth Arloesedd Digidol a Data	Swyddfa P-RC
Suzanne Chesterton	Pennaeth Llywodraethu, Polisi a Chyfathrebu	Swyddfa P-RC
Robert O'Dwyer	Pennaeth Seilwaith	Swyddfa P-RC
Steven Hazleton	Arweinydd Marchnata a Chyfathrebu	Swyddfa P-RC
Nathan Llewellyn	Swyddog Marchnata a Chyfathrebu	Swyddfa P-RC
Nicola Butler	Swyddog Datblygu Busnes a Phartneriaethau	Swyddfa P-RC
Liz Fitzgerald (cofnodion)	Swyddog Datblygu Busnes a Phartneriaethau	Swyddfa P-RC

Arsylwyr

Gareth Ashman	Pennaeth Seilwaith	Llywodraeth y DU
Jenna Dillon	Uwch-reolwr Cyflawni Prosiectau - De-ddwyrain Cymru	Llywodraeth Cymru
Claire Germain	Pennaeth Partneriaethau Llywodraeth Leol	Llywodraeth Cymru

Ymddiheuriadau

Y Cynghorydd Nigel Daniels	Arweinydd	CBS Blaenau Gwent

Dechreuwyd recordio'r cyfarfod am 11:04

CAM GWEITHREDU

1. Croeso ac Ymddiheuriadau

(1) Agorodd y Cynghorydd Davies y cyfarfod, croesawodd Aelodau'r Pwyllgor a dywedodd y byddai'n gweithredu fel Cadeirydd dros dro, yn lle'r Cynghorydd Daniels, o dan Reoliad 7, paragraff 2 o Reoliadau Cyd-bwyllgor Corfforaethol De-ddwyrain Cymru 2021, cyf SI 2021/343 dyddiedig 17 Mawrth 2021.

(2) Atgoffodd Kellie Aelodau'r Pwyllgor fod gan yr aelod dros Awdurdod Parc Cenedlaethol Bannau Brycheiniog hawl i bleidleisio ar faterion yn ymwneud â'r Cynllun Datblygu Strategol ac felly, yn y cyfarfod presennol, dim ond ar gyfer Gofyniad Cyllideb Cynllunio Strategol CBC Eitem 9 2021/22 a 2022/23.

2. Datgan Buddiannau

(1) O ran Eitem 7 Trefniadau Staffio Gweithredol Interim,

byddai Kellie Beirne, Christopher Lee a James Williams yn gadael y cyfarfod ar ôl Eitem 6 a byddai'n dychwelyd i'r cyfarfod ar ôl i Eitem 7 ddod i ben.

(2) Ni dderbyniwyd unrhyw ddatganiadau buddiannau eraill.

3. Penodi Cadeirydd ar gyfer 2021/22 a 2022/23

(1) Gofynnodd y Cynghorydd Davies am enwebiadau gan Aelodau'r Pwyllgor ar gyfer Cadeirydd Cyd-bwyllgor Corfforaethol De-ddwyrain Cymru (CBC DDdC).

(2) Enwebwyd y Cynghorydd Marsden y Cynghorydd Anthony Hunt yn Gadeirydd ar gyfer 2021/22 a 2022/23, ac eiliwyd hynny gan y Cynghorydd Morgan.

(3) Derbyniodd y Pwyllgor yr enwebiad a chadarnhawyd y Cynghorydd Anthony Hunt fel Cadeirydd CBC DDdC ar gyfer 2021/22 a 2022/23.

(4) Rhoddodd y Cynghorydd Davies y Gadeiryddiaeth i'r Cynghorydd Hunt.

4. Penodi Is-gadeirydd ar gyfer 2021/22 a 2022/23

(1) Gofynnodd y Cynghorydd Hunt am enwebiadau ar gyfer Is-gadeirydd CBC DDdC ar gyfer 2021/22 a 2022/23.

(2) Enwebwyd y Cynghorydd Morgan y Cynghorydd Philippa Marsden, ac eiliwyd hynny gan y Cynghorydd Moore.

(3) Derbyniodd y Pwyllgor yr enwebiad ac enwebwyd y Cynghorydd Philippa Marsden yn Is-gadeirydd y CBC DDdC ar gyfer 2021/22 a 2022/23.

5. Cynnig i Weithredu Yswiriant CBC

Cyflwynodd Kellie Beirne yr eitem yn esbonio bod y mater yn adlewyrchu'r trefniadau ar gyfer y swydd dros dro a hyd nes y gellir datrys y materion technegol sy'n weddill. Er mwyn bod yn gyflawn, mae'r materion hynny'n ymwneud â datrys materion trethiant a'r angen i sicrhau cymeradwyaeth Llywodraeth y DU i drosglwyddo cytundeb ariannu Bargen Ddinesig Prifddinas-Ranbarth Caerdydd i'r CBC.

Hysbysodd Kellie Aelodau'r Pwyllgor fod yr yswiriant perthnasol ar waith o 9.00am y bore yma, 31 Ionawr 2022, a bod yr holl waith papur yn ei le ar gyfer y cytundebau indemniad a chywirdeb. Dywedodd Kellie y byddai'r ddogfennaeth yn cael ei llofnodi gan Barrie Davies, swyddog Adran 151 Cyngor

	CAM GWEITHREDU
Bwrdeistref Sirol Rhondda Cynon Taf, corff partner CBC DDdC. Byddai Kellie yn rhannu'r dogfennau ar ôl y cyfarfod.	
CAM GWEITHREDU: Byddai Kellie yn rhannu dogfennau yswiriant CBC DDdC gydag Aelodau'r Pwyllgor.	**KB**

6. Rheol Sefydlog Dros Dro ar gyfer Cyd-bwyllgor Corfforaethol De-ddwyrain Cymru

(1) Cyflwynodd Kellie yr adroddiad gan esbonio bod yr adroddiad yn adlewyrchu'r trefniadau ar gyfer y sefyllfa dros dro a hyd nes y gellir datrys y materion technegol sy'n weddill. Er mwyn bod yn gyflawn, mae'r materion hynny'n ymwneud â datrys materion trethiant a'r angen i sicrhau cymeradwyaeth Llywodraeth y DU i drosglwyddo cytundeb ariannu Bargen Ddinesig Prifddinas-Ranbarth Caerdydd i'r CBC.

Dywedodd James mai trefniadau dros dro oedd y Rheolau Sefydlog hyn ar gyfer y model 'Isafswm Lleiaf' er mwyn sicrhau cydymffurfiaeth yn ystod y cyfnod pontio; byddai set fwy sylweddol o Reolau Sefydlog yn cael eu cyflwyno i Aelodau'r Pwyllgor eu hystyried ar yr adeg briodol.

(2) Cynigiodd y Cynghorydd Morgan i dderbyn argymhellion yr adroddiad.

(3) Derbyniodd y Cynghorydd Hunt bleidleisiau derbyn unigol gan Aelodau'r Pwyllgor yn y drefn ganlynol: Pen-y-bont ar Ogwr; Rhondda Cynon Taf; Bro Morgannwg; Merthyr Tudful; Caerdydd; Caerffili; Casnewydd; Blaenau Gwent; Sir Fynwy; Torfaen.

- Nid oedd Awdurdod Parc Cenedlaethol Bannau Brycheiniog yn gymwys i bleidleisio dros yr eitem hon.

(4) Penderfynwyd bod y deg aelod Awdurdod Lleol Etholaethol P-RC o Gyd-bwyllgor Corfforaethol De-ddwyrain Cymru:

(1) yn cymeradwyo'r Rheolau Sefydlog Dros Dro a pholisïau, gweithdrefnau a dogfennau allweddol perthnasol (sydd wedi'u hatodi i ddogfen y Rheolau Sefydlog), a nodir yn gynhwysfawr fel Atodiad 1 i'r adroddiad hwn;

(2) yn cymeradwyo i dderbyn diweddariadau a diwygiadau pellach i'r Rheolau Sefydlog yn ystod 2022-23, os caiff materion statws ariannol sy'n weddill eu datrys yn ddigonol i ganiatáu gweithredu'r model llywodraethu a chyflawni a ffefrir.

Gadawodd Kellie, James a Christopher y cyfarfod am 11:20

7. Trefniadau Staffio Gweithredol Dros Dro

(1) Cyflwynodd Paul Orders yr adroddiad ac enwebiadau arfaethedig. Roedd yr adroddiad yn cynnig y gall Cyngor Caerdydd wneud unrhyw gytundebau angenrheidiol ar ran y CBC DDdC i roi trefniadau staffio gweithredol ar waith. Roedd y trefniadau hyn yn rhai dros dro a byddai adroddiad pellach yn cael ei gyflwyno i Aelodau'r Pwyllgor wrth drosglwyddo i'r model 'Codi a Symud', a fyddai wedyn yn weithredol yn barhaol. Cytunodd Paul Matthews fod y mesurau interim a thros dro yn llwyfan angenrheidiol ar gyfer y cyfnod presennol. Roedd Cyngor Sir Fynwy a Chyngor Caerdydd yn hapus i gefnogi argymhellion yr adroddiad.

(2) Derbyniodd y Cynghorydd Hunt bleidleisiau derbyn unigol gan Aelodau'r Pwyllgor yn y drefn ganlynol: Pen-y-bont ar Ogwr; Rhondda Cynon Taf; Bro Morgannwg; Merthyr Tudful; Caerdydd; Caerffili; Casnewydd; Blaenau Gwent; Sir Fynwy; Torfaen.

- Nid oedd Awdurdod Parc Cenedlaethol Bannau Brycheiniog yn gymwys i bleidleisio dros yr eitem hon.

(3) Penderfynwyd bod y deg aelod Awdurdod Lleol Etholaethol P-RC o Gyd-bwyllgor Corfforaethol De-ddwyrain Cymru:

(1) yn cymeradwyo penodiad Kellie Beirne fel y Prif Swyddog Gweithredol Dros Dro;

(2) yn cymeradwyo penodiad Chris Lee fel y Prif Swyddog Cyllid Dros Dro;

(3) yn cymeradwyo penodiad James Williams fel y Swyddog Monitro Dros Dro;

(4) yn awdurdodi Cyngor Caerdydd i wneud unrhyw drefniadau angenrheidiol ar ran y CBC mewn perthynas â'r penodiadau hyn, gan gynnwys ymrwymo i unrhyw gytundebau a gan gynnwys unrhyw gytundebau lefel gwasanaeth gyda'r awdurdodau cyfansoddol.

Ail-ymunodd Kellie, James a Christopher â'r cyfarfod am 11:24

8. Trefniadau Rheoli a Chefnogi'r CBC Dros Dro

(1) Cyflwynodd Kellie yr adroddiad yn esbonio bod yr adroddiad yn adlewyrchu'r trefniadau ar gyfer y sefyllfa dros dro a hyd nes y gellir datrys y materion technegol sy'n weddill. Er mwyn bod yn

gyflawn, mae'r materion hynny'n ymwneud â datrys materion trethiant a'r angen i sicrhau cymeradwyaeth Llywodraeth y DU i drosglwyddo cytundeb ariannu Bargen Ddinesig Prifddinas-Ranbarth Caerdydd i'r CBC.

Mae'r adroddiad yn nodi'r dull o ddatblygu CBC DDdC gyda model gweithredu cadarn sy'n cynnwys Cytundebau Lefel Gwasanaeth gyda Phrifddinas-Ranbarth Caerdydd (P-RC), Cyngor Caerdydd a CBS Rhondda Cynon Taf. Roedd y rhanbarth yng Ngham 1 ar hyn o bryd (y 'model Isafswm Lleiaf); Byddai Cam 2 yn amodol ar ddatrys y mater sy'n ymwneud â chytundeb ariannu'r Fargen Ddinesig yn dod i'r CBC a datrys y materion sy'n weddill o ran deddfwriaeth gyda Llywodraeth Cymru. Cam 3 fyddai gweithredu'r 'Codi a Symud', yn amodol ar ddatrys materion sy'n weddill a bod y CBC DDdC yn gallu gweithredu'n annibynnol.

(2) Cynigiwyd y cynnig i ymdrin ag argymhellion yr adroddiad gan y Cynghorydd Morgan a'i eilio gan y Cynghorydd Marsden.

(3) Derbyniodd y Cynghorydd Hunt bleidleisiau derbyn unigol gan Aelodau'r Pwyllgor yn y drefn ganlynol: Pen-y-bont ar Ogwr; Rhondda Cynon Taf; Bro Morgannwg; Merthyr Tudful; Caerdydd; Caerffili; Casnewydd; Blaenau Gwent; Sir Fynwy; Torfaen.

- Nid oedd Awdurdod Parc Cenedlaethol Bannau Brycheiniog yn gymwys i bleidleisio dros yr eitem hon.

(4) Penderfynwyd bod y deg aelod Awdurdod Lleol Etholaethol P-RC o Gyd-bwyllgor Corfforaethol De-ddwyrain Cymru:

(1) yn nodi a chymeradwyo'r trefniadau rheoli a chefnogi arfaethedig a nodir yn yr adroddiad hwn;

(2) yn cymeradwyo'r Prif Swyddog Gweithredol i ymrwymo i Gytundebau Lefelau Gwasanaeth gyda'r sefydliadau sy'n darparu, yn amodol ar gymeradwyo Adroddiad Cyllideb y CBC;

(3) yn nodi y bydd diweddariadau pellach, mewn perthynas â threfniadau rheoli a chefnogi yn y dyfodol gan gynnwys unrhyw oblygiadau cyllidebol, yn cael eu dwyn yn ôl i'w hystyried ar yr adeg briodol.

9. Cynllun Busnes Blynyddol Cyd-bwyllgor Corfforaethol De-ddwyrain Cymru a Gofyniad Cyllideb Gyffredinol CBC Blynyddol 2021/22 a 2022/23 a Gofyniad Cyllideb Cynllunio Strategol CBC 2021/22 a 2022/23

a) Deg cyngor cyfansoddol Prifddinas-Ranbarth Caerdydd i

ystyried Argymhellion Rhan A

b) Deg cyngor cyfansoddol Prifddinas-Ranbarth Caerdydd ac Awdurdod Parc Cenedlaethol Bannau Brycheiniog i ystyried Argymhellion Rhan B

(1) Cyflwynodd Kellie yr adroddiad gan esbonio bod yr adroddiad yn adlewyrchu'r trefniadau ar gyfer y sefyllfa dros dro a hyd nes y gellir datrys y materion technegol sy'n weddill. Er mwyn bod yn gyflawn, mae'r materion hynny'n ymwneud â datrys materion trethiant a'r angen i sicrhau cymeradwyaeth Llywodraeth y DU i drosglwyddo cytundeb ariannu Bargen Ddinesig Prifddinas-Ranbarth Caerdydd i'r CBC.

(2) Dywedodd Christopher y dylai Aelodau'r Pwyllgor nodi bod yr adroddiad yn amlinellu'r model 'Isafswm Lleiaf' ac y byddai unrhyw ddiweddariadau neu addasiadau'n cael eu dychwelyd i CBC DDdC i'w cymeradwyo.

(3) Rhoddodd Hrjinder drosolwg o'r materion ariannol yn yr adroddiad. Dywedodd, o ran gofynion rheoli'r Trysorlys, y byddai'r CBC DDdC yn dilyn Strategaeth Rheoli Trysorlys Cyngor Bwrdeistref Sirol Rhondda Cynon Taf.

ARGYMHELLION RHAN A

Deg cyngor cyfansoddol Prifddinas-Ranbarth Caerdydd i ystyried Argymhellion Rhan A

(4) Derbyniodd y Cynghorydd Hunt bleidleisiau derbyn unigol gan Aelodau'r Pwyllgor yn y drefn ganlynol: Pen-y-bont ar Ogwr; Rhondda Cynon Taf; Bro Morgannwg; Merthyr Tudful; Caerdydd; Caerffili; Casnewydd; Blaenau Gwent; Sir Fynwy; Torfaen.

- Nid oedd Awdurdod Parc Cenedlaethol Bannau Brycheiniog yn gymwys i bleidleisio dros yr eitem hon.

(5) Penderfynwyd bod y deg aelod Awdurdod Lleol Etholaethol P-RC o Gyd-bwyllgor Corfforaethol De-ddwyrain Cymru:

(1) yn nodi a chymeradwyo'r Cynllun Busnes Blynyddol dros dro ar gyfer 2022/23 fel y nodir yn Atodiad 1;

(2) yn ystyried a chymeradwyo gofyniad Cyllideb Gyffredinol y CBC fel y nodir yn Nhabl 1 yr adroddiad hwn mewn perthynas â Blynyddoedd Ariannol 2021/22 a 2022/23;

(3) yn ystyried a chymeradwyo'r symiau sy'n daladwy gan y 10 awdurdod lleol cyfansoddol CCR fel y'u nodir yn Nhabl 2 o'r adroddiad hwn mewn perthynas â Blynyddoedd Ariannol 2021/22 a 2022/23, gan nodi y bydd y symiau

hyn yn cael eu talu o Gronfa Gyffredinol P-RC;

(4) yn nodi safbwynt Cyllideb Rhaglen Gyfalaf CBC ac yn cymeradwyo gweithgareddau rheoli trysorlys CBC, lle bo angen yn ystod y cyfnod isafswm lleiaf, i'w gynnal yn unol â Strategaeth Rheoli Trysorlys gymeradwy Cyngor Bwrdeistref Sirol Rhondda Cynon Taf;

(5) yn cymeradwyo i dderbyn diweddariadau a diwygiadau pellach yn ystod 2022/23, os caiff materion sy'n weddill eu datrys yn ddigonol, i ganiatáu gweithredu'r model llywodraethu a darparu a ffefrir.

ARGYMHELLION RHAN B
Deg cyngor cyfansoddol Prifddinas-Ranbarth Caerdydd ac Awdurdod Parc Cenedlaethol Bannau Brycheiniog i ystyried Argymhellion Rhan B

(6) Derbyniodd y Cynghorydd Hunt bleidleisiau derbyn unigol gan Aelodau'r Pwyllgor yn y drefn ganlynol: APC Bannau Brycheiniog; Pen-y-bont ar Ogwr; Rhondda Cynon Taf; Bro Morgannwg; Merthyr Tudful; Caerdydd; Caerffili; Casnewydd; Blaenau Gwent; Sir Fynwy; Torfaen.

(7) Penderfynwyd bod Cyd-bwyllgor Corfforaethol De-ddwyrain Cymru:

(6) yn ystyried a chymeradwyo gofyniad Cyllideb Cynllunio Strategol y CBC fel y nodir yn Nhabl 3 yr adroddiad hwn mewn perthynas â Blynyddoedd Ariannol 2021/22 a 2022/23;

(7) yn ystyried a chymeradwyo'r symiau sy'n daladwy gan 10 awdurdod lleol cyfansoddol P-RC ac Awdurdod Parc Cenedlaethol Bannau Brycheiniog fel y nodir yn Nhabl 4 yr adroddiad hwn mewn perthynas â Blynyddoedd Ariannol 2021/22 a 2022/23;

(8) yn nodi y bydd y symiau sy'n daladwy gan 10 awdurdod lleol cyfansoddol P-RC mewn perthynas ag Argymhelliad (6) yn cael eu talu o Gronfa Gyffredinol P-RC;

(9) yn cymeradwyo i dderbyn diweddariadau a diwygiadau pellach yn ystod 2022/23, os caiff materion sy'n weddill eu datrys yn ddigonol, i ganiatáu gweithredu'r model llywodraethu a darparu a ffefrir.

Terfynwyd recordio'r cyfarfod am 11:38

South East Wales Corporate Joint Committee

Cyd-bwyllgor corfforaethol De-Dwyrain Cymru

SOUTH EAST WALES CORPORATE JOINT COMMITTEE

27 JUNE 2022

2021/22 FINANCIAL OUT-TURN AND ANNUAL RETURN

TO RECEIVE THE REPORT OF SEW CJC INTERIM SECTION 151 OFFICER

AGENDA ITEM 5

Reason for this Report

1. To present the South East Wales Corporate Joint Committee (the CJC) with the final budget out-turn position for the financial year 2021/22.

2. To present to the CJC the draft, unaudited Annual Return for the year ended 31st March 2022 for review and approval ahead of the 30th June 2022 deadline.

Background

3. The South East Wales CJC Regulations came into force on 1 April 2021 which established the corporate legal entity of the CJC, consisting of the 10 constituent Cardiff Capital Region (CCR) local authorities and, for the purposes of Strategic Development Plan (SDP), the Brecon Beacons National Park Authority (BBNPA).

4. At its meeting of the 31st January 2022, the CJC approved its annual budget for 2021/22, which represented a part-year budget covering the period from the end of January 2022 to the 31st March 2022. The budget report outlined that Corporate Joint Committees provide an opportunity for the CCR City Deal to evolve from a single funding programme to a new corporate entity through which multiple programmes, investments and functions could be developed and delivered on a regional basis.

5. However, the report set-out that the full evolution to a 'Lift & Shift' model could not be progressed until a number of key technical issues were resolved, as doing so would incur detriment on a number of fronts. Therefore, as an interim measure, a pragmatic and proportionate approach would need to be developed, referred to as the 'Bare Minimum' approach. In-line with this approach, a bare minimum part-year budget of £18,372 was approved in 2021/22 to support the interim operation of the CJC, until such time the technical issues were resolved and the lift and shift model could be implemented.

6. Local Authorities and other relevant bodies (including Corporate Joint Committees) are required to prepare and publish their annual accounts in-line with the requirements of the Accounts & Audit (Wales) Regulations 2014 (as amended). Regulation 14 states that smaller relevant bodies (those with annual income and expenditure below £2.5 million) must prepare accounting statements in accordance with the Accounts & Audit (Wales) Regulations 2014 and proper practices which provides for accounts to be prepared in the form of an Annual Return replacing the obligation to produce a full Statement of Accounts.

Issues

7. Table 1 below sets out the CJC's final out-tun position against the approved 2021/22 part-year budget. It should be noted that the table represents the aggregated budgets in respect of both the CJC General Budget (2/3rds) and the CJC Strategic Development Planning Budget (1/3rd).

Table 1

	SEW CJC Final Out-turn Position - 2021/22	Budget 2021/22 £s	Out-turn 2021/22 £s	Variance 2021/22 £s
1.	CCRCD SLA: CJC Officer & Cabinet Support	6,895	6,895	-
2.	Cardiff Council SLA: Statutory Officers & HR Advisory	2,538	2,538	-
3.	RCT SLA: Transactional support & systems	889	889	-
4.	CJC Insurances & Broker Fees	3,050	2,456	- 594
5.	Contingency (incl. Audit Wales)	5,000	2,400	- 2,600
	CJC Gross Expenditure	**18,372**	**15,178**	**- 3,194**
	Funded By :-			
	CCR 10 Constituent Local Authorities	- 18,335	- 18,335	-
	BBNPA Contribution	- 37	- 37	-
	CJC Gross Income	**- 18,372**	**- 18,372**	**-**
	CJC Surplus	**-**	**- 3,194**	**- 3,194**
	** Note: Where applicable, figures are inclusive of VAT at the prevailing rate*			

8. In terms of its wider management and support arrangements, the CJC secures these services through three key Service Level Agreements (SLAs) with CCRCD, Cardiff Council and Rhondda Cynon Taf County Borough Council (RCT). Table 1. confirms that actual spend for the part-year budget was in line with the approved SLA budgets.

9. In terms of the remaining expenditure heads, there was a slight underspend against the budget approved for CJC Insurances and Broker fees, whilst the

Contingency budget was only partly utilised in 2021/22. This resulted in a combined underspend of £3,194 against the approved CJC (aggregated) budget.

10. Corporate joint committees currently do not benefit from having section 33 VAT status (and do not have an obligation or entitlement to register for VAT), therefore, where applicable, figures included within the accounts are gross of VAT. As a result, the value of irrecoverable VAT amounted to £2,120 in 2021/22 and where applicable, is included within the figures shown in Table 1.

11. Table 1 details that the full value of approved CJC Contributions are due in 2021/22, resulting in a net surplus position of £3,194.

Annual Return

12. The draft unaudited Annual Return for 2021/22 is attached at Appendix 1 and follows a standardised format, which includes the following sections:

    (1) Section 1: Accounting Statements details the CJC's financial information in respect of 2021/22, as well as the details of the previous year's figures, which in this case are NIL, as this is the CJC's first year of operation;

    (2) Section 2: Annual Governance Statement sets out eight questions aimed at ensuring there is a sound system of internal control for the CJC's operations, including the preparation of its accounting statements.

    (3) Section 3: Additional Disclosure Notes which includes information to assist the reader to understand the Accounting Statements and/or the Annual Governance Statement. Three key notes have been added in this regard;

    (4) Section 4: Committee Approval and Certification, requires certification by both the Responsible Financial Officer (RFO), which in this case is the CJC's Interim s151 Officer and by the CJC Chair, once the Annual Return is approved by the CJC;

    (5) Section 5: Annual Internal Audit Report, has been completed by the Regional Internal Audit Service, acting independently and providing a risk bases assessment of procedures and internal controls through the consideration of a further eight questions.

Next Steps

13. Subject to the CJC's approval, the next steps are:

    (1) for the CJC Chair (or CJC Vice-Chair if the CJC Chair is absent) to complete the 'Committee Approval and Certification' section;

    (2) for the signed unaudited Annual Return to be submitted to the external auditor (Audit Wales) in accordance with the Accounts and Audit (Wales) Regulations 2014 for smaller relevant bodies, to commence its audit;

(3) to advertise and facilitate the opportunity for an online public inspection of the Annual Return for a period of four weeks in line with statutory requirements;

(4) to support the work of Audit Wales during their external audit of the Annual Return;

(5) for the findings of the external audit to be reported back to the CJC and for them to approve and sign the audited Annual Return at a future meeting and no later than 30th September 2022; and

(6) to publish the audited Annual Return on the CJC's website following its approval no later than 30th September 2022.

Reasons for Recommendations

14. To report the final budgeted out-turn position for 2021/22 to the CJC.

15. To present to the CJC the draft, unaudited Annual Return for the year ended 31st March 2022 for review and approval ahead of the statutory deadline and for onward submission to Audit Wales to commence its audit.

Financial Implications

16. This report provides the CJC with details of the final budget out-turn position in respect of the part-year budgets that were approved for 2021/22. The details are set out in Table 1, which represents the aggregated position of the two separate CJC budgets (CJC General Budget and SDP Budget), that were approved in 2021/22, as required by the South East Wales CJC Regulations.

17. Table 1 details that the full value of approved CJC Contributions are due in 2021/22, resulting in a net surplus position of £3,194. This surplus will be transferred to a General Reserve and be available to support future budgetary requirements. The General Reserve has been split between the General Budget and the SDP Budget elements based on the 2/3rd (£2,129) and 1/3rd (£1,065) split agreed by the CJC as part of the budget setting process.

18. Should be it be determined at some point in the future that any CJC General Reserve balance is no longer required, then any sums held will be returned to contributing partners, based on their respective contributions.

Legal Implications

19. The Accounts and Audit (Wales) (Amendment) Regulations 2021 amended the Accounts and Audit (Wales) Regulations 2014 to provide that corporate joint committees, such as the SEW CJC, are subject to the provisions of those 2014 Regulations where relevant. Consequently, the CJC is required to prepare and publish their annual accounts in-line with the requirements of the Accounts & Audit (Wales) Regulations 2014.

20. The Annual Return must be considered and approved by the CJC before 30th June 2022.

Well-being of Future Generations (Wales) Act 2015

21. In developing the Plan and in considering its endorsement regard should be had, amongst other matters, to:

    (a) the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards;

    (b) Public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are a. Age; b. Gender reassignment; c. Sex; d. Race – including ethnic or national origin, colour or nationality; e. Disability; f. Pregnancy and maternity; g. Marriage and civil partnership; h. Sexual orientation; I. Religion or belief – including lack of belief.

    (c) the Well Being of Future Generations (Wales) Act 2015. The Well-Being of Future Generations (Wales) Act 2015 ('the Act') is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the Councils comprising the CCRCD) must set and published wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When exercising its functions, the CJC Cabinet should consider how the proposed decision will contribute towards meeting the wellbeing objectives set by each Council and in so doing achieve the national wellbeing goals. The wellbeing duty also requires the Councils to act in accordance with a 'sustainable development principle'. This principle requires the Councils to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that SEW CJC must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, CJC Cabinet must:

        - look to the long term.
        - focus on prevention by understanding the root causes of problems.
        - deliver an integrated approach to achieving the 7 national well-being goals.
        - work in collaboration with others to find shared sustainable solutions.
        - involve people from all sections of the community in the decisions which affect them.

22. CJC Cabinet must be satisfied that the proposed decision accords with the principles above. To assist CJC Cabinet to consider the duties under the Act in respect of the decision sought, an assessment has been undertaken, which is attached at Appendix 2.

Equality Act 2010

23. In considering this matter, regard should be had, amongst other matters, to the Councils' duties under the Equality Act 2010. Pursuant to these legal duties the CJC Cabinet must in making decisions have due regard to the need to (1) eliminate unlawful discrimination (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are:

- age;
- gender reassignment;
- sex;
- race – including ethnic or national origin, colour or nationality;
- disability;
- pregnancy and maternity;
- marriage and civil partnership;
- sexual orientation;
- religion or belief – including lack of belief.

RECOMMENDATIONS

24. It is recommended that the South East Wales CJC:

(1) notes the Final Budget Out-turn position for the financial year ended 31st March 2022 as set-out in this report;

(2) approves the Annual Return attached at Appendix 1 and authorises the CJC Chair (or CJC Vice-Chair if the CJC Chair is absent) to sign the Annual Return on its behalf and for its onward submission to Audit Wales, to commence the 2021/22 audit as set out in this report;

(3) notes that the findings of the external audit shall be reported back to the CJC for approval and signature of the audited Annual Return at a future meeting and no later than 30th September 2022.

Christopher Lee
Interim s151 Officer, SEW CJC
27 June 2022

Appendices
Appendix 1 Draft Unaudited Annual Return for 2021/22
Appendix 2 Well-being of Future Generations Assessment

Accounting statements 2021-22 for:

Name of body: **SOUTH EAST WALES CORPORATE JOINT COMMITTEE**

	Year ending		Notes and guidance for compilers
	31 March 2021 (£)	31 March 2022 (£)	**Please round all figures to nearest £. Do not leave any boxes blank and report £0 or nil balances. All figures must agree to the underlying financial records for the relevant year.**
Statement of income and expenditure/receipts and payments			
1. Balances brought forward	0	0	Total balances and reserves at the beginning of the year as recorded in the financial records. Must agree to line 7 of the previous year.
2. (+) Income from local taxation/levy	0	18,372	Total amount of income received/receivable in the year from local taxation (precept) or levy/contribution from principal bodies.
3. (+) Total other receipts	0	0	Total income or receipts recorded in the cashbook minus amounts included in line 2. Includes support, discretionary and revenue grants.
4. (-) Staff costs	0	0	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and related expenses eg termination costs.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on external borrowing (if any).
6. (-) Total other payments	0	15,178	Total expenditure or payments as recorded in the cashbook minus staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	0	3,194	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6).
Statement of balances			
8. (+) Debtors	0	18,372	**Income and expenditure accounts only:** Enter the value of debts owed to the body.
9. (+) Total cash and investments	0	0	**All accounts:** The sum of all current and deposit bank accounts, cash holdings and investments held at 31 March. This must agree with the reconciled cashbook balance as per the bank reconciliation.
10. (-) Creditors	0	15,178	**Income and expenditure accounts only:** Enter the value of monies owed by the body (except borrowing) at the year-end.
11. (=) Balances carried forward	0	3,194	**Total balances should equal line 7 above:** Enter the total of (8+9-10).
12. Total fixed assets and long-term assets	0	0	The asset and investment register value of all fixed assets and any other long-term assets held as at 31 March.
13. Total borrowing	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

Annual Governance Statement

We acknowledge as the members of the Committee, our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2022, that:

	Agreed?		'YES' means that the Council/Board/Committee:	PG Ref
	Yes	No*		
1. We have put in place arrangements for: • effective financial management during the year; and • the preparation and approval of the accounting statements.	☑	○	Properly sets its budget and manages its money and prepares and approves its accounting statements as prescribed by law.	6, 12
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption, and reviewed its effectiveness.	☑	○	Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.	6, 7
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Committee to conduct its business or on its finances.	☑	○	Has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.	6
4. We have provided proper opportunity for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit (Wales) Regulations 2014.	☑	○	Has given all persons interested the opportunity to inspect the body's accounts as set out in the notice of audit.	6, 23
5. We have carried out an assessment of the risks facing the Committee and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	☑	○	Considered the financial and other risks it faces in the operation of the body and has dealt with them properly.	6, 9
6. We have maintained an adequate and effective system of internal audit of the accounting records and control systems throughout the year and have received a report from the internal auditor.	☑	○	Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether these meet the needs of the body.	6, 8
7. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the Committee and, where appropriate, have included them on the accounting statements.	☑	○	Disclosed everything it should have about its business during the year including events taking place after the year-end if relevant.	6
8. We have taken appropriate action on all matters raised in previous reports from internal and external audit.	☑	○	Considered and taken appropriate action to address issues/weaknesses brought to its attention by both the internal and external auditors.	6, 8, 23

* Please provide explanations to the external auditor on a separate sheet for each 'no' response given; and describe what action is being taken to address the weaknesses identified.

Additional disclosure notes*

The following information is provided to assist the reader to understand the accounting statements and/or the Annual Governance Statement
1. The South East Wales Corporate Joint Committee (CJC) started to incur transactions from the 31st January 2022, the date of its inaugural meeting. At this meeting the necessary authority was secured to effect the CJC's Insurances, following the appointment of the CJC Chair and Vice Chair. Therefore, the CJC has no prior year transactions or balances brought forward.
2. The CJC does not directly employee any staff. Instead support during these early phases of the CJC's introduction is commissioned from three separate organisations (1) Cardiff Capital Region (CCR), (2) Cardiff Council (CC) and (3) Rhondda Cynon Taf (RCT) Council. The proposed support arrangements were the subject of a report to the CJC Cabinet at its 31st January 2022 meeting (Agenda Item 8) and which was subsequently approved at that meeting. Therefore, the AGS section of the return collectively relies on all three organisations working together to ensure that there is a sound system of internal control, including the preparation of the accounting statements. The respective Roles & Responsibilities of the three organisations is clearly set-out in the 'Interim CJC Management & Support Arrangements' report (Agenda Item 8) and in particular, Appendices 1 and 2 of that report.
3. CJCs currently do not have section 33 VAT status and do not have an obligation or entitlement to register for VAT. Therefore, expenditure incurred by CJCs which attracts VAT has been included within the accounts, Gross of VAT.

* Include here any additional disclosures the Council considers necessary to aid the reader's understanding of the accounting statements and/or the annual governance statement.

Committee approval and certification

The Committee is responsible for the preparation of the accounting statements and the annual governance statement in accordance with the requirements of the Public Audit (Wales) Act 2004 (the Act) and the Accounts and Audit (Wales) Regulations 2014.

Certification by the RFO	**Approval by the** Council/Board/Committee
I certify that the accounting statements contained in this Annual Return present fairly the financial position of the Committee, and its income and expenditure, or properly present receipts and payments, as the case may be, for the year ended 31 March 2022.	I confirm that these accounting statements and Annual Governance Statement were approved by the Committee under minute reference:
	Minute ref:
RFO signature: C Lee	**Chair of meeting signature:**
Name: Christopher Lee	**Name:**
Date: 15/6/2022	**Date:**

Annual internal audit report to:

Name of body: **SOUTH EAST WALES CORPORATE JOINT COMMITTEE**

The Committee's internal audit, acting independently and on the basis of an assessment of risk, has included carrying out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ending 31 March 2022.

The internal audit has been carried out in accordance with the Committee's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and the internal audit conclusions on whether, in all significant respects, the following control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
1. Appropriate books of account have been properly kept throughout the year.	☑	○	○	○	These are maintained as a central function by Cardiff and Rhondda Cynon Taf's Accountancy staff/departments.
2. Financial regulations have been met, payments were supported by invoices, expenditure was approved and VAT was appropriately accounted for.	☑	○	○	○	Invoices/receipts for expenditure agreed and were supported by an adequate audit trail from underlying records, and where appropriate, debtors were properly recorded. It is noted that whilst no invoice for the balance of the RCT SLA of £100 + VAT was available at the time of review (which relates to RCT Exchequer Services SLA) an appropriate audit trail and clarification for this was provided, in that due to work pressures, no SLA had been provided by RCT. This clarification was determined to be appropriate.
3. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	☑	○	○	○	These are undertaken with regular meetings, information and reports presented to Joint Committee. CJC Risks have been clearly captured in the various updates/reports presented to members since the summer of 2021.
4. The annual precept/levy/resource demand requirement resulted from an adequate budgetary process, progress against the budget was regularly monitored, and reserves were appropriate.	☑	○	○	○	These are undertaken as a central function by Cardiff and Rhondda Cynon Taf's Accountancy staff/departments with regular reports presented to Joint Committee.

	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
5. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	☑	☐	☐	☐	Income agreed and was supported by an adequate audit trail from underlying records, and where appropriate, creditors were properly recorded. It is noted that whilst no invoice had been raised in relation to BBNPA in respect of £37.00 Partner Contribution due in 21/22. It had been determined as a value for money consideration and the sum remains fully due to the CJC and will be included within the invoice for 22/23. This amount is also identified within the CJC Budget Report. This clarification was determined to be appropriate.
6. Petty cash payments were properly supported by receipts, expenditure was approved and VAT appropriately accounted for.	☐	☐	☑	☐	SEW CJC does not operate a petty cash account at time of review.
7. Salaries to employees and allowances to members were paid in accordance with minuted approvals, and PAYE and NI requirements were properly applied.	☐	☐	☑	☐	SEW CJC does not employ anyone at time of review.
8. Asset and investment registers were complete, accurate, and properly maintained.	☐	☐	☑	☐	SEW CJC does not hold any assets or investments at time of review.
9. Periodic and year-end bank account reconciliations were properly carried out.	☑	☐	☐	☐	This is undertaken as a central function by Rhondda Cynon Taf's Accountancy department. Evidence was presented and checked confirming reconciliations were carried out appropriately. The CJC has its own bank account. This has been procured via RCT arrangements with Barclays.
10. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments/income and expenditure), agreed with the cashbook, were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.	☑	☐	☐	☐	These are undertaken as a central function by Cardiff and Rhondda Cynon Taf's Accountancy staff/departments. Receipts and payments/income and expenditure, agreed and were supported by an adequate audit trail from underlying records, and where appropriate, debtors and creditors were properly recorded.

For any risk areas identified by the Council/Board/Committee (list any other risk areas below or on separate sheets if needed) adequate controls existed:					
	Agreed?				Outline of work undertaken as part of the internal audit (NB not required if detailed internal audit report presented to body)
	Yes	No*	N/A	Not covered**	
11. Insert risk area	○	○	○	○	Insert text
12. Insert risk area	○	○	○	○	Insert text
13. Insert risk area	○	○	○	○	Insert text

* If the response is 'no', please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

** If the response is 'not covered', please state when the most recent internal audit work was done in this area and when it is next planned, or if coverage is not required, internal audit must explain why not.

Internal audit confirmation

I/we confirm that as the Committee's internal auditor, I/we have not been involved in a management or administrative role within the body (including preparation of the accounts) or as a member of the body during the financial years 2020-21 and 2021-22. I also confirm that there are no conflicts of interest surrounding my appointment.

Name of Auditor: Timothy Griffiths

Name of person who carried out the internal audit: **C. Mark Thomas MAAT CPFA - Head of Regional Internal Audit Service**
Signature of person who carried out the internal audit:
Date: 15th June 2022

Future Generations Assessment Evaluation
(includes Equalities and Sustainability Impact Assessments)

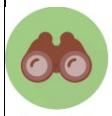
Name of the Officer completing the evaluation:	**Please give a brief description of the aims of the proposal**
Hrjinder Singh on behalf of Christopher Lee **Phone no:** 0300 004 0414 **E-mail:** h.singh@cardiff.gov.uk	To present the South East Wales Corporate Joint Committee final budget out-turn position for the financial year 2021/22 accompanying draft, unaudited Annual Return for the year ended 31st March 2022.
Proposal: To note the final budget out-turn position and approve the draft, unaudited Annual Return (2021/22), so this may be put on public display and external audit can commence.	**Date Future Generations Evaluation form completed:** 21 June 2022

1. **Does your proposal deliver any of the well-being goals below?** Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.

Well Being Goal	**Does the proposal contribute to this goal? Describe the positive and negative impacts.**	**What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?**
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	As previously reported the SEW CJC has adopted a Bare Minimum approach to its arrangements until such time as the outstanding technical issues are resolved. The CJC Regulations set out requirements in respect of Commencement Duties for Strategic Development Planning (SDP), Regional Transport Plan RTP) and wider Economic well-being functions. Once the CJC is fully functioning the core functions of the SEW CJC and as such will significantly impact the prosperity of the region.	Will be addressed as part of the work undertaken on the Commencement Duties (come into effect on the 30th June 2022) and in-line with the prescribed timescales for full implementation (from 2023 onwards).
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	Activity around the strategic development planning, regional transport planning and economic well-being will all contribute to enhancing and strengthening the resilience of the region. The SEW CJC provides new powers for the region to directly impact upon and implement activity in these areas.	As above
A healthier Wales	The SEW CJC will contribute towards meeting the well-being objectives set by each of the ten constituent local	As above

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
People's physical and mental wellbeing is maximized and health impacts are understood	authorities in order to achieve the national wellbeing goals for the region.	
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The conferment of powers to the SEW CJC to develop and implement a Regional Transport Plan will significantly improve and enhance community travel and connectedness for the Cardiff Capital Region.	As above
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	Not directly applicable although the conferred powers of the SEW CJC will impact the region and in tandem with the other three CJCs, will have a positive impact across the Welsh nation and will therefore present Wales as a destination for local, social, economic and environmental well-being.	As above
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Not directly applicable but see above.	As above
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The key functions of the SEW CJC around regional transport planning and economic well-being will impact on our communities by creating better connectivity and better quality of life for them. The strategic development planning aspect will help bring business and community together as the well-being of the region is scaled up. Partnering with the Brecon Beacons National Park Authority (BBNPA) on the rail and Strategic Development Plan will allow the region to achieve additional support in reaching these goals.	As above

2. How has your proposal embedded and prioritized the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 Balancing short term need with long term and planning for the future	The interim 'Bare Minimum' twin track model moving towards the 'Lift & Shift' model means that activity around and implementation of the core functions of the SEW CJC will be staggered. Once Commencement Duties begin on the 30 June 2022 future reports will provide evidence of the necessary balance between short-term need and long-term planning.	
Working together with other partners to deliver objectives	A cornerstone of the region's process is the strength of partnership working. The BBNPA will be aligning with the Cardiff Capital Region around the Strategic Development Plan.	
Involving those with an interest and seeking their views	Communications and engagement remain a feature of our work and the region will continue with its regular communication updates disseminating the information to the wider public sector, private sector and local communities to ensure transparency of process.	
Putting resources into preventing problems occurring or getting worse	The Bare Minimum' twin track model moving towards the 'Lift & Shift' model will allow the region to maintain equilibrium until the region can move into one integrated model of regional public investment and economic governance under the SEW CJC.	
Considering impact on all wellbeing goals together and on other bodies	Regional partnership working and close liaison with UK and Welsh Governments and the private sector, within and outside Wales, will help ensure we meet this goal.	

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	The report is seeking approval of the budget out-turn position and the Annual Return for 2021/22. The protected characteristic assessments related to specific activity in the SEW CJC will need to be drawn out in the relevant documentation at the appropriate time.	None arising at this time.	
Disability	As above	As above	
Gender reassignment	As above	As above	
Marriage or civil partnership	As above	As above	
Pregnancy or maternity	As above	As above	
Race	As above	As above	
Religion or Belief	As above	As above	
Sex	As above	As above	.
Sexual Orientation	As above	As above	
Welsh Language	As above	Not at this time but the situation will be kept under review.	

4. Safeguarding & Corporate Parenting. Are your proposals going to affect either of these responsibilities?

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?

Safeguarding	Not directly relevant; however, building the future economy and effecting the well-being elements of the SEW CJC should have a profoundly positive impact on the region's ability to safeguard the future of its residents.		
Corporate Parenting	Not directly relevant; however, building the future economy and effecting the well-being elements of the SEW CJC should create opportunities for all of the young people entrusted in our care.		

5. What evidence and data has informed the development of your proposal?

- Legislation as set out by UK Government.
- Legislation as set out by Welsh Government (CJC Regs and the Accounts & Audit Regulations 2014)
- Discussion and advice from Audit Wales.
- Discussion and approval on activity in line with the legislation from the Cardiff Capital Region Joint Cabinet.
- Extensive legal advice and other legal due diligence.
- Legislation around financial matters relating to tax, financial status, borrowing powers, etc.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The areas requiring attention and focus are set out and follow-up actions will be assessed and monitored ongoing through a reporting mechanism to be agreed in light of the 'Bare Minimum' approach being taken at this time.

7. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	At least annually in light of the 'Bare Minimum' approach being taken at this time.