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(Tel: 01443 864210 Email: evansca1@caerphilly.gov.uk)

Date: 4th December 2019

Dear Sir/Madam,

A meeting of the **Cabinet** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Wednesday, 11th December, 2019** at **10.30 am** to consider the matters contained in the following agenda. You are welcome to use Welsh at the meeting, a minimum notice period of 3 working days is required should you wish to do so. A simultaneous translation will be provided if requested.

All Committee meetings are open to the Press and Public, observers and participants are asked to conduct themselves with respect and consideration for others. Please note that failure to do so will result in you being asked to leave the meeting and you may be escorted from the premises.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'CHARRY'.

Christina HARRY
INTERIM CHIEF EXECUTIVE

A G E N D A

- 1 To receive apologies for absence.
- 2 Declarations of Interest.

Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on the agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

A greener place Man gwyrddach



To approve and sign the following minutes: -

3 Cabinet held on 27th November 2019. 1 - 6

To receive and consider the following reports on which executive decisions are required: -

4 Council Tax Base 2020-2021 7 - 16

5 Cabinet Forward Work Programme - To Note. 17 - 18

Circulation:

Councillors C.J. Cuss, N. George, C.J. Gordon, Mrs B. A. Jones, P.A. Marsden, S. Morgan, L. Phipps and Mrs E. Stenner,

And Appropriate Officers.

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Agenda Item 3



CABINET

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY, 27TH NOVEMBER 2019 AT 10.30 A.M.

PRESENT:

Councillor P. Marsden - Chair

Councillors:

C. Cuss (Social Services and Well Being), N. George (Neighbourhood Services), C.J. Gordon (Corporate Services), Mrs B. Jones (Finance, Performance and Governance), S. Morgan (Economy, Infrastructure and Sustainability), L. Phipps (Homes and Places) and E. Stenner (Environment and Public Protection).

Together with:

C. Harry (Interim Chief Executive), R. Edmunds (Corporate Director – Education and Corporate Services), D. Street (Corporate Director – Social Services and Housing) and M.S. Williams (Interim Corporate Director – Communities).

Also in Attendance:

C. Edwards (Environmental Health Manager), M. Godfrey (Team Leader - Pollution Control and Emergency Planning & Resilience), R. Kyte (Head of Regeneration and Planning), M. Headington (Green Spaces and Transport Services Manager), S. Harris (Interim Head of Business Improvement Services and Acting S151 Officer), R. Tranter (Head of Legal Services and Monitoring Officer) and C. Evans (Committee Services Officer).

1. APOLOGIES FOR ABSENCE

There were no apologies for absence received.

2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the commencement or during the course of the meeting.

3. CABINET – 13TH NOVEMBER 2019

RESOLVED that the minutes of the meeting held on 13th November 2019 were approved as a correct record.

MATTERS ON WHICH EXECUTIVE DECISIONS WERE REQUIRED

4. REGENERATION BOARD – PROJECT PROPOSALS

The report recommended the allocation of £370k Regeneration Project Board Development Funds towards two previously endorsed and re-evaluated projects, namely Llanbradach and Ystrad Mynach Park and Ride Schemes.

It was noted that at the meeting on 30th May 2018, Cabinet agreed that a Regeneration Project Board would be set up with a cross party political representation of Councillors plus key officers. This group is supported by a Regeneration Assessment Panel consisting of officers from a range of service areas.

Cabinet noted that the Regeneration Assessment Panel have met on numerous occasions to consider the prioritised list of capital projects, which have been identified by the Board to move to the Assessment Stage. Following subsequent Cabinet Approvals, on the 13th February 2019, 29th May 2019, 10th July 2019 and most recently 2nd October 2019 numerous projects have been endorsed with financial assistance provided (where necessary) from the Regeneration Project Board Development Funds.

During January 2019 Cabinet resolved to release £1.2m of reserves for the Regeneration Board prioritised projects, bringing the Total Development Fund budget allocation to £1.5m. To date, £492,500 has been allocated towards prioritised capital regeneration schemes, across the County Borough.

Cabinet were therefore asked to consider the report and approve the allocation of a further £370k Development Funds towards two previously endorsed and re-evaluated projects, namely Llanbradach and Ystrad Mynach Park and Ride Schemes, which would leave an active Development Fund of £637,500.

Cabinet thanked the Officer for the report and discussion ensued.

In noting the projects, Cabinet felt it was imperative to have “shelf-ready” projects for fit for purpose public transportation links, connecting communities and which will clarify any local concerns with both Llanbradach and Ystrad Mynach Park and Rides. It was noted that a feasibility study will be undertaken, defining the size and requirements of each Park and Ride. In addition, it was noted that as a result further investment opportunities can be sought, alongside Welsh Government.

Following consideration and discussion it was moved and seconded that the recommendation contained with the Officer’s report be approved and by a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in Officer’s report :

- i) The recommendations of the Regeneration Project Board towards the review of both the Llandradach and Ystrad Mynach Park and Ride projects be endorsed;
- ii) That £370,000 of the remaining Regeneration Project Board Development Fund of £1,007,500 be allocated to these revisited priority schemes, as approved by the Regeneration Project Board.

5. #TEAM CAERPHILLY – BETTER TOGETHER TRANSFORMATION STRATEGY – 6 MONTHLY UPDATE

The report, which was considered by the Policy and Resources Scrutiny Committee on 12th November 2019, provided an update on the progress under the #Team Caerphilly – Better Together Transformation Strategy.

The Strategy was approved by Cabinet on the 12th June 2019 and as part of the programme management arrangements, six-monthly progress reports will be presented to both the Policy and Resources Scrutiny Committee and Cabinet.

It was noted that much of the focus during the early months has been on firming up governance arrangements and recruiting to the three fixed-term Transformation Manager posts.

The Team Caerphilly Programme Board has been established and is now meeting on a monthly basis and a new Programme Co-ordination Group has also been created to provide day-to-day oversight and to support the Programme Board. The Terms of Reference for these Groups were appended to the report.

Cabinet noted that the Transformation Manager (Innovation) and the Transformation Manager (Commercial Investment) have both been appointed and commenced in their posts on the 1st October for a fixed-term period of 2 years. The Principal Officer (Workforce Development) has also recently been appointed for a fixed-term period of 2 years with a start date to be confirmed.

Communication and engagement capacity has been added to the overall Transformation Team with the Senior Communications Officer having recently been seconded to support the staff and community engagement strands of the Strategy.

It was noted that there are 26 action areas in the strategic action plan for the Transformation Programme. However, there has been some slippage in the programme, primarily due to the time taken to make the key appointments required to drive forward the programme at pace.

Cabinet thanked the Officer for the report and discussion ensued.

Discussions took place around the staff roadshows, of which 8 sessions were undertaken and attended by almost 800 staff members across the organisation. The key focus was to update staff on a number of recent events, including budget proposals and the #Team Caerphilly working model, which aims to change and improve the way we work; enhance relationships with communities and partners and develop proud and trusted staff. Cabinet thanked the Chief Executive for providing the informative sessions and enabling staff to see the senior management team as caring and approachable.

A Member sought further information on how the changes will be communicated to the public. It was explained that there has been a recent focus on governance and staffing to deliver the Transformation Strategy, which will begin to take shape and mobilise in early 2020. It is intended that initially, the workforce will be the focus, however, engagement has begun in respect budget proposals in which members of the public, Councillors and Town and Community Councillors are being consulted in various forms over the coming weeks.

Following consideration and discussion it was moved and seconded that the recommendation contained within the Officer's report be approved and by a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's Report the content and progress against the strategy be noted.

6. HAFOD-YR-YNYS AIR QUALITY PROJECT – COMPULSORY PURCHASE ORDER, LAND AND BUILDINGS AT WOODSIDE TERRACE, HAFOD-YR-YNYS

The report sought Cabinet approval for the making and implementation of a Compulsory Purchase Order to acquire all interests in the land and buildings known as 1-20 Woodside

Terrace, 1&2 Woodside Shops and Yr Adfa at Hafod-Yr-Ynys Road (as denoted on the map in Appendix 1) (“the Site”) together with ancillary rights to achieve compliance with the Air Quality Direction 2019 and the EU Ambient Air Quality Directive (2008/50/EC) in the shortest possible time.

It was noted that the national nitrogen dioxide air quality objectives are being exceeded at receptor locations on Hafod-yr-ynys Road. In February 2018 Welsh Government issued an Air Quality Direction to Caerphilly CBC to undertake a feasibility study for the area and to determine a preferred option or basket of options which will achieve compliance with the Ambient Air Quality Directive (2008/50/EC) air quality limit values for nitrogen dioxide in the ‘shortest time’.

On 26th June 2019 Cabinet approved its fair air quality plan for Hafodyrynys Road for submission to Welsh Government. The plan included the preferred option of purchase and demolition of the properties at 1-20 Woodside Terrace, 1&2 Woodside Shops and Yr Adfa on the south side of the A472 together with re-alignment of the footway for achieving compliance with the Ambient Air Quality Directive (2008/50/EC) at Hafod-yr-ynys. On the 31st July 2019, Welsh Government issued a new Direction to Caerphilly County Borough Council, in accordance with the ‘Environment Act 1995 (Feasibility Study for Nitrogen Dioxide Compliance) Air Quality Direction 2019’. The Direction stated that the demolition option should proceed immediately and without delay.

It was noted that whilst many of the residents at the Site have shown willingness to voluntarily dispose of their interests in the Site to the Council, a Compulsory Purchase Process is required to ensure the preferred option is delivered within project time scales and compliance is achieved with the Air Quality Direction 2019 and the EU Ambient Air Quality (2008/50/EC) in the shortest possible time.

Cabinet thanked the Officers for the report and their continued dedication and support offered to the residents of the area. In addition, it was noted that the primary intention of Cabinet was to protect residents from financial hardship, which has been achieved as result of hard work and dedication from staff and excellent working relationships and collaboration with Welsh Government.

Following consideration and discussion it was moved and seconded that the recommendations contained in the Officer’s report be approved and by a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer’s report: -

- (i) The making of a Compulsory Purchase Order (CPO) be authorised pursuant to statutory powers contained in section 226 of the Town and Country Planning Act 1991 (as amended), and section 13 of Local Government (Miscellaneous Provisions) Act 1976 to acquire all interest and rights within the land and buildings edged red on the plan attached to this report at Appendix 1 and known as 1-20 Woodside Terrace, 1 & 2 Woodside Shops and Yr Adfa at Hafod-Yr-Ynys Road for the purpose of implementing the scheme set out in this report to achieve compliance with the Air Quality Direction 2019 and the EU Ambient Air Quality Directive (2008/50/EC) in the shortest possible time.
- (ii) Notwithstanding recommendation 3.1 above that, pending the making of the CPO, officers be authorised to continue negotiations to purchase the land and buildings identified in this report by agreement.
- (iii) Delegate to the Head of Public Protection, Community, and Leisure Services authority to:
 - Agree and approve the final form of plans to be annexed to the CPO delineating the exact boundaries of the land and properties at the Site;

- To undertaken appropriate land referencing work to identify all interests affected by the proposed order identified in the table of properties annexed at Appendix 2. Appendix 2 is attached as an item exempt from publication.
 - To make amendments where necessary to the draft Statement of Reasons at Appendix 3.
- (iv) To authorise the Head of Legal Services and Monitoring Officer:
- To make and seal the CPO and to submit the same to the Welsh Ministers for confirmation;
 - Sign all notices in connection with the CPO and, if objections are received, to take all actions in connection with the arrangement of a Public Inquiry and where necessary the appointment of Counsel to represent the authority;
 - To serve notices to treat and enter and to take all other requisite steps pursuant to the compulsory acquisition procedures to obtain possession of the Site if it is considered appropriate to do so, and in conjunction with the Head of Property services to deal with any compensation issues, if necessary, by reference to the Lands Tribunal.
- (v) to authorise the Head of Public Protection, Community, and Leisure Services or the Head of Legal Services and Monitoring officer (as appropriate) to take any further actions required to make and implement the CPO and acquire all interests in the Site.

7. CABINET FORWARD WORK PROGRAMME – TO NOTE

Cabinet were provided with the Cabinet Forward Work Programme, which detailed the scheduled reports from 27th November 2019 to 10th June 2020. Members were reminded that the Cabinet Forward Work Programme is a working document and therefore subject to change.

Following consideration and discussion, it was moved and seconded that the Forward Work Programme be noted. By a show of hands this was unanimously agreed.

RESOLVED that the Cabinet Forward Work Programme be noted.

URGENT ITEM - NOT SUBJECT TO CALL-IN

8. APPROPRIATION OF RESIDENTIAL PROPERTIES

In accordance with the Council's Constitution the Mayor has agreed that the decision proposed is reasonable in all circumstances and has agreed that the decision should be treated as a matter of urgency and therefore exempt from Call-in.

Members were asked to note that the report was deemed urgent on the basis that it needs to be implemented to ensure the Council can benefit from Affordable Housing Grant from Welsh Government, to contribute towards the cost of the appropriation and improvement works, by completing the transfer no later than 29th November.

The report sought approval to appropriate two formally tied residential properties currently, held by Bereavement Services (General Fund) for Housing purposes to Caerphilly Homes (Housing Revenue Account). The properties are surplus to their original requirements and therefore tenancies and other operational matters will be managed by Caerphilly Homes.

It was noted that the properties known as Cemetery House, Abercarn, which is situated within the grounds of Abercarn Cemetery and 65 Cromwell Road, Risca were previously let as tied tenancies by Bereavement Services for members of their staff. Following the ending of the tied tenancies the tenants have held a secure tenancy under the Housing Act 1985 and Bereavement Services have certain duties and responsibilities as part of this contract.

The report outlined that providing, managing and maintaining tenanted accommodation is not the primary role of Bereavement Services. Consequently they are highly reliant on other services to support them in this regard so it is proposed to transfer this responsibility by appropriating the assets for housing purposes to be held in the Housing Revenue properties to their stock at market value and would improve the properties to the Welsh Housing Quality Standard. However financial viability of the proposal is dependent on the success of applications to Welsh Government for Affordable Housing Grant assistance. In order to achieve funding for both the transfer and improvement costs it is anticipated that the transfer of the properties would be required to be completed by 29 November 2019. The report seeks urgent Cabinet approval for appropriating both properties from the General Fund to the Housing Revenue Account for housing purposes.

Cabinet thanked the Officer for the report and discussion ensued.

It was queried whether additional works would need to be taken at the one property to separate it from the cemetery. Officers explained that this would not be necessary as access arrangements are currently in place.

Members sought reassurance that there would be no negative impact on the current tenants of the properties. Officer assured Members that there would be no detriment to the current tenants and as a result of the transfer to the Housing Revenue Account, any necessary improvements to comply with the Welsh Housing Quality Standard would be undertaken and these properties would be additional assets to the current housing stock.

Following consideration and discussion it was moved and seconded that the recommendation contained in the Officer's report be approved and by a show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers report the appropriation of the tenanted assets known as Cemetery House, Abercarn and 65 Cromwell Road, Risca from Bereavement Services to Housing be agreed, pursuant to S.122 of the Local Government Act 1972 and at an agreed market value.

The meeting closed at 11.05am.

Approved and signed as a correct record subject to any corrections made at the meeting held on 11th December 2019.

CHAIR



CABINET – 11TH DECEMBER 2019

SUBJECT: COUNCIL TAX BASE 2020-2021

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION & CORPORATE SERVICES

1. PURPOSE OF REPORT

1.1 For Cabinet to agree the calculation of the Council Tax Base for 2020/21.

2. SUMMARY

2.1 The report provides details of the Council Tax base for 2020/21 for tax setting purposes and the collection percentage to be applied.

3. RECOMMENDATIONS

3.1 It is recommended that:

- The Council Tax collection rate is maintained at 97.50% for 2020/21.
- The Council Tax Base for the year 2020/21 be 60,549.25, with the Council Tax Base for each community council area as outlined in paragraph 5.5.

4. REASONS FOR THE RECOMMENDATIONS

4.1 To determine the Council Tax base for 2020/21.

5. THE REPORT

5.1 The Local Government Finance Act 1992 and The Local Authorities (Calculation of Council Tax Base) (Wales) Regulations 1995 as amended set out the rules for the calculation of the Council Tax base. This is the amount required by the Local Government Finance Act 1992 to be used in the calculation of the Council Tax.

5.2 The Council Tax base for discounted chargeable dwellings expressed as Band D equivalents has been calculated at 62,101.79 for 2020/21. This figure is used by Welsh Government in calculating the Revenue Support Grant.

5.3 The in-year collection rate for Council Tax has been maintained around 97% over the past few years. This has been achieved against the backdrop of reducing budgets and staffing levels. The Authority actively pursues all Council Tax arrears which results in the collection rate of 97% being regularly exceeded over time. This generates a Council Tax surplus at the end of

the financial year; for 2018/19 the Council Tax surplus was £1.41m. Members should note that the surplus is used to support the Authority's base budget.

- 5.4 As the collection rate is regularly exceeded over time, it is proposed that the budgeted collection rate be maintained at 97.50% for 2020/21.
- 5.5 The Council Tax base for 2020/21 is 62,101.79 x 97.50%, which equates to **60,549.25**. Members are advised that increases in Band D equivalents can result in a reduced Revenue Support Grant when the final settlement announcement is made later this year. The Council Tax base analysed over community council areas is as follows:

Community Councils' Tax Base 2020/21

Community Council	Band D
Aber Valley	2,010.87
Argoed	852.64
Bargoed	3,638.83
Bedwas, Trethomas & Machen	3,823.98
Blackwood	2,955.96
Caerphilly	6,266.13
Darran Valley	713.87
Draethen, Waterloo & Rudry	616.61
Gelligaer	6,302.86
Llanbradach & Pwllypant	1,491.09
Maesycwmmmer	859.50
Nelson	1,596.35
New Tredegar	1,352.33
Penyrheol, Trecenydd & Energlyn	4,443.12
Rhymney	2,552.37
Risca East	2,050.54
Risca West	1,817.32
Van	1,648.91
Areas without Community Councils	15,555.97
Total	60,549.25

6. ASSUMPTIONS

- 6.1 It is assumed that although the council tax collection rate of 97.50% is unlikely to be reached by the end of the financial year, it will be met over a period of time.

7. LINKS TO RELEVANT COUNCIL POLICIES

- 7.1 The Council Tax is a significant resource which assists the Council in achieving its various strategies.
- 7.2 The revenue raised through Council Tax is a key element in setting a balanced budget which in turn supports the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2015:

- 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.

8. WELL-BEING OF FUTURE GENERATIONS

- 8.1 Effective financial planning is a key element in ensuring that the Well-being Goals within the Well-being of Future Generations Act (Wales) 2015 are met.

9. EQUALITIES IMPLICATIONS

- 9.1 There are no potential equalities implications of this report and its recommendations on groups or individuals who fall under the categories identified in Section 6 of the Council's Strategic Equality Plan, therefore no Equalities Impact Assessment has been carried out.

10. FINANCIAL IMPLICATIONS

- 10.1 As identified throughout this report.

11. PERSONNEL IMPLICATIONS

- 11.1 There are none in respect of this report.

12. CONSULTATIONS

- 12.1 There are no consultation responses which have not been reflected in this report.

13. STATUTORY POWER

- 13.1 Local Government Finance Act 1992 and regulations made under the Act.

Author: J. Carpenter, Finance Manager (Revenues)

E-mail: carpewj@caerphilly.gov.uk
Tel: 01443 863421

Consultees: Christina Harrhy, Interim Chief Executive
Richard Edmunds, Corporate Director for Education & Corporate Services
Stephen Harris, Interim Head of Business Improvement Services & Acting S151 Officer
Cllr Philippa Marsden, Leader
Cllr Barbara Jones, Deputy Leader/Cabinet Member for Finance, Performance and Governance
Robert Tranter, Head of Legal Services/Monitoring Officer
Sean O'Donnell, Principal Council Tax & NNDR Officer
Andrew Southcombe, Finance Manager, Corporate Finance

Appendices:

Appendix 1 Council Tax Dwellings Return for 2020-21

English / Saesneg

Caerphilly County Borough Council



Stephen Harris
Penallta House
Tredomen Park
Ystrad Mynach

CF82 7PG

Please select your authority and if necessary, amend any incorrect details

Name: Sean O'Donnell

E-mail (please enter N/A if unavailable):

odonns@caerphilly.gov.uk

Telephone: STD code: (01443) (864013)

Authorities are required to calculate the council tax base for 2020-21 with reference to dwellings shown on the valuation list for the authority as at 31 October 2019 supplied to the authority under section 22B(7) of the Local Government Finance Act 1992.

The figures should also take account of changes to the valuation list that appear likely to occur during 2020-21.

The information requested on this return must be submitted to the Welsh Government under section 68 of the Local Government Finance Act 1992.

Forms should be returned to the address below, according to the following timetable:

- | | |
|---|-------------------------|
| (i) certified signed copy and spreadsheet | 14 November 2019 |
| (ii) final ratified taxbase | 3 January 2020 |

Please check the validation sheet before sending the form.

Any queries on completion of the form or spreadsheet should be directed in the first instance, via telephone or e-mail, as directed below:

It is a Welsh Government audit requirement that all cells are completed. Please ensure that all blank cells are populated with zeros, those that are not will be assumed to be zero.

Local Government Financial Statistics Unit,
Welsh Government,
CP2
Cathays Park,
CARDIFF,
CF10 3NQ.

Email: LGFS.Transfer@gov.wales

Telephone: 0300 025 9169 or 0300 025 5673



Llywodraeth Cymru
Welsh Government

Part A: Chargeable dwellings

A1	Valuation band										Total (= sum of band figures)
	A	B	C	D	E	F	G	H	I		
All chargeable dwellings	14,653	26,017	18,115	9,226	6,388	2,247	783	90	70		77,599
Dwellings subject to disability reduction (included in line A1)	70	207	194	108	77	37	14	4	15		726
Adjusted chargeable dwellings (taking into account disability reductions)	14,790	26,004	18,029	9,195	6,358	2,224	773	101	55		77,599
B1 Dwellings with no discount or premium (including long term empty properties and second homes with no discount)	6,884	15,968	11,879	6,689	5,175	1,897	665	73	46		49,311
B2a Dwellings with a 25% discount (excluding long term empty properties and second homes)	7,896	10,002	6,134	2,489	1,171	320	104	12	5		28,168
B2b Dwellings with a 50% discount (excluding long term empty properties and second homes)	0	34	16	17	12	7	4	16	4		120
B3a Dwellings with a variable discount other than 25% or 50% (Part G, line 11)	0	0	0	0	0	0	0	0	0		0
B3b Dwellings with long term empty property or second homes discount	0	0	0	0	0	0	0	0	0		0
B3c Dwellings with long term empty property or second homes premium	0	0	0	0	0	0	0	0	0		0
B4 Total adjusted chargeable dwellings (sum of B1 to B3c=A3)	14,790	26,004	18,029	9,195	6,358	2,224	773	101	55		77,599

Discount and premium adjustments

B5 Total variable discounts (=Part G, line 12)	0	0	0	0	0	0	0	0	0		0
B6 Long term empty property and second homes discount adjustment (Part H, line 9g, 11g)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0
B7 Long term empty property and second homes premium adjustment (Part H, line 10g, 12g)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0

Part C: Calculation of chargeable dwellings with discounts and premiums

C2 Total dwellings including discounts and premiums (=A3-(B2x0.25)-(B2bx0.5)-B5-B6+B7)	61	12,811	23,487	16,488	8,564	6,059	2,141	745	90	52	
C3 Ratio to band D	5/9	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9	21/9	
C4 Band D equivalents (=C2xC3) (rounded to 2 decimal places)	34.03	8,540.67	19,267.28	14,655.56	8,564.25	7,405.75	3,091.83	1,241.67	180.00	120.75	62,101.79
C7 Total discounted dwellings excluding long term empty and second homes adjustment	61	12,811	23,487	16,488	8,564	6,059	2,141	745	90	52	
C8 Band D equivalents excluding long term empty and second homes adjustment	34.03	8,540.67	19,267.28	14,655.56	8,564.25	7,405.75	3,091.83	1,241.67	180.00	120.75	62,101.79

Part D: Memorandum items

D1 Exempt dwellings Classes A to N and P to W (not included in sections A to C above)		542	810	431	217	98	51	25	2	8	2,184
D2 Exempt dwellings Class O (not included in sections A to C above)		0	0	0	0	0	0	0	0	0	0

For Welsh Government Administration only BJC/NB/VAK/SCO

(sum of individual bands - carry to E1)

Part E: Calculation of council tax base

22	E1	Chargeable dwellings: band D equivalents (=C4 total)	62,101.79
23	E2	Collection rate (please enter to 2 decimal places)	97.50 %
24	E3	= E1 x E2 (rounded to 2 decimal places)	60,549.25
25	E4	Class O exempt dwellings: band D equivalents (please enter to 2 decimal places)	0.00
26	E5	Council tax base for tax-setting purposes (=E3+E4)	60,549.25
26.2	E5b	Discounted chargeable dwellings excluding long term empty and second homes adjustment	62,101.79
27	E6	100% council tax base for calculating revenue support grant (=E5b+E4)	62,101.79

Part F: Exempt dwellings by class of exemption

28 to 51.5	Class A	300	Class I	17	Class Q	3
	Class B	0	Class J	3	Class R	0
	Class C	796	Class K	0	Class S	9
	Class D	7	Class L	15	Class T	19
	Class E	106	Class M	0	Class U	387
	Class F	335	Class N	106	Class V	0
	Class G	10	Class O	0	Class W	26
	Class H	4	Class P	0	Class X	41
	For Welsh Government Administration only		PCCHBGCHCOAF		Total all classes	2,184.00
					Total of lines D1	2,184.00
					Total of lines D2	0.00

Part G : Variable discounts

		Valuation band										
		1	2	3	4	5	6	7	8	9	10	11
Area	Discount percentage applied	A*	A	B	C	D	E	F	G	H	I	Total
G1	Enter the name of area 1*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G2		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G3	Enter the name of area 2*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G4		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G5	Enter the name of area 3*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G6		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G7	Enter the name of area 4*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G8		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G9	Enter the name of area 5*	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G10		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
G12	Total discounts (G2+G4+G6+G8+G10) (see note 11)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

* this may be 'whole authority', a single community area or a number of community areas

CERTIFICATE OF CHIEF FINANCIAL OFFICER

I certify that the council tax base shown in sections A to E above has been calculated by my authority in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1995 (Wales) (SI 1995/2561) as amended. Where indicated below, the figures have been approved, in accordance with section 67 of the Local Government Finance Act 1992, as amended by section 84 of the Local Government Act 2003.

Please tick the appropriate box

The figures have not yet been approved; or
 the figures have been approved by executive decision;
 or
 the figures have been approved by the full council.

Chief Financial Officer:  Date: 14/11/2019

For Welsh Government Administration only	BJGNBVAKSCO	A-D
	PCCHBGCHCOAF	E-F
	AJAXOBICKPCFP	H
	CAAGJBXBHAS	Total

Part H: Long term empty and second homes - chargeable only - exclude exemptions

If the value of percentage discount/premium is not shown in the table please add the percentage value to the bottom row of the "Percentage discount" or "Percentage premium" column.

12 2 3 4 5 6 7 8 9 10 11

Please enter actual dwelling numbers

		A	B	C	D	E	F	G	H	I	Total
64	H1 Chargeable long term empty properties with no discount or premium	317	318	139	73	43	17	13	3	2	925
65	H2 Chargeable second homes with no discount or premium	59	100	61	18	13	6	2	2	2	263

Long term empty property discount

Please enter by band and percentage discount, the number of dwellings that are long term empty as at 31 October 2019.

		Percentage discount	A	B	C	D	E	F	G	H	I	Total
66	H3a	10	0	0	0	0	0	0	0	0	0	0
67	H3b	25	0	0	0	0	0	0	0	0	0	0
68	H3c	50	0	0	0	0	0	0	0	0	0	0
69	H3d	75	0	0	0	0	0	0	0	0	0	0
70	H3e	100	0	0	0	0	0	0	0	0	0	0
71	H3f		0	0	0	0	0	0	0	0	0	0
72	H3g	Total	0	0	0	0	0	0	0	0	0	0

Long term empty property premium

Please enter by band and percentage the premium your authority charges for long term empty properties and not included in table above.

		Percentage premium	A	B	C	D	E	F	G	H	I	Total
73	H4a	10	0	0	0	0	0	0	0	0	0	0
74	H4b	25	0	0	0	0	0	0	0	0	0	0
75	H4c	50	0	0	0	0	0	0	0	0	0	0
76	H4d	75	0	0	0	0	0	0	0	0	0	0
77	H4e	100	0	0	0	0	0	0	0	0	0	0
78	H4f		0	0	0	0	0	0	0	0	0	0
79	H4g	Total	0	0	0	0	0	0	0	0	0	0

Second homes discount

Please enter by band and percentage the discount your authority awards for dwellings registered as second homes

		Percentage discount	A	B	C	D	E	F	G	H	I	Total
80	H5a	10	0	0	0	0	0	0	0	0	0	0
81	H5b	25	0	0	0	0	0	0	0	0	0	0
82	H5c	50	0	0	0	0	0	0	0	0	0	0
83	H5d	75	0	0	0	0	0	0	0	0	0	0
84	H5e	100	0	0	0	0	0	0	0	0	0	0
85	H5f		0	0	0	0	0	0	0	0	0	0
86	H5g	Total	0	0	0	0	0	0	0	0	0	0

Second homes premium

Please enter by band and percentage the premium your authority charges for dwellings registered as second homes and not included in table above.

		Percentage premium	A	B	C	D	E	F	G	H	I	Total
87	H6a	10	0	0	0	0	0	0	0	0	0	0
88	H6b	25	0	0	0	0	0	0	0	0	0	0
89	H6c	50	0	0	0	0	0	0	0	0	0	0
90	H6d	75	0	0	0	0	0	0	0	0	0	0
91	H6e	100	0	0	0	0	0	0	0	0	0	0
92	H6f		0	0	0	0	0	0	0	0	0	0
93	H6g	Total	0	0	0	0	0	0	0	0	0	0

Part H: Long term empty and second homes - chargeable only - exclude exemptions

If the value of percentage discount/premium is not shown in the table please add the percentage value to the bottom row of the "Percentage discount" or "Percentage premium" column.

		12	2	3	4	5	6	7	8	9	10	11
94	H7	Total chargeable long term empty properties	317	318	139	73	43	17	13	3	2	925
95	H8	Total chargeable second homes	59	100	61	18	13	6	2	2	2	263

Dwelling equivalents

Reduction due to long term empty property discount

		Percentage discount	A	B	C	D	E	F	G	H	I	Total
96	H9a	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
97	H9b	25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
98	H9c	50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
99	H9d	75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100	H9e	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101	H9f	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
102	H9g	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Increase due to long term empty property premium

		Percentage premium	A	B	C	D	E	F	G	H	I	Total
103	H10a	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
104	H10b	25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105	H10c	50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
106	H10d	75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
107	H10e	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
108	H10f	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
109	H10g	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Reduction due to second homes discount

		Percentage discount	A	B	C	D	E	F	G	H	I	Total
110	H11a	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
111	H11b	25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
112	H11c	50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
113	H11d	75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
114	H11e	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
115	H11f	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
116	H11g	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Increase due second homes premium

		Percentage premium	A	B	C	D	E	F	G	H	I	Total
117	H12a	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
118	H12b	25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
119	H12c	50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120	H12d	75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121	H12e	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
122	H12f	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123	H12g	Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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AJAXOBICKPCP

Forward Work Programme - Cabinet

Date	Title	Key Issues	Author	Cabinet Member
11/12/19 10:30	Council Tax Base - 20-21	The report will seek Cabinet approval of the Council Tax base for 2020/21 for tax setting purposes and the collection percentage to be applied.	Southcombe, Andrew; Harris, Stephen R	
15/01/20 10:30	Affordable Housing New Build	For Cabinet to note the progress on a number of new builds and refurbishment projects, and to seek Cabinet approval to appropriate the land at Ty Darren, Risca and the transfer of associated funds to Caerphilly Homes.	Couzens, Shaun; Williams, Mark	Cllr. Phipps, Lisa
15/01/20 10:30	Community Sport - Regional agenda	To consider future delivery options for community sport on a regional (pan "Gwent") basis.	Lougher, Jared	Cllr. George, Nigel
15/01/20 10:30	Waste and Recycling Collection Systems	To advise Cabinet of the findings of the Regeneration and Environment Scrutiny Waste Review Working Group and to seek Cabinet approval for recommendations relating to the Authority's waste and recycling services.	Hartshorn, Robert	Cllr. George, Nigel
15/01/20 11:15	Integrated Wellbeing Hubs	To provide an update to Cabinet	Street, Dave	Cllr. Cuss, Carl J
29/01/20 10:40	(11) Commercial and Investment Strategy to be drafted and approved by Cabinet	To consider the draft Strategic Plan	Camp, Victoria; Harrhy, Christina	Cllr. Jones, Barbara
29/01/20 10:45	Proposed Use of Reserves	To consider proposals for the use of reserves.	Harris, Stephen R	Cllr. Jones, Barbara
29/01/20 11:15	Corporate Volunteering	To consider our options for the establishment of a Corporate Volunteering Scheme on a Directorate or Whole Organisation basis.	Peters, Kathryn; Street, Dave	Cllr. Cuss, Carl J.
12/02/20 10:30	Heads of the Valleys Masterplan	The report is seeking the view of members prior to its presentation to Cabinet, where Cabinet will be asked to endorse the Draft Masterplan as the basis for a public consultation exercise.	Kyte, Rhian	Cllr. Stenner, Eluned
12/02/20 10:30	(9) Structured programme of service reviews to be agreed	Strategic Action Plan - item to be agreed.	Harris, Stephen R;	Cllr. Jones, Barbara

12/02/20 10:30	Caerphilly LA FSM Strategy	Consider a coordinated approach to accelerating the progress of this group of learners	Warren, Paul	Cllr. Marsden, Philippa
26/02/20 10:30	(16) Community Asset Transfer Policy to be finalised and approved by Cabinet	Strategic Plan - Development of a policy and options to deliver a framework for Community Asset Transfer	Peters, Kathryn; Doyle, Vicki	Cllr. Jones, Barbara
26/02/20 10:30	Directorate Performance Assessments	To discuss and approve the new Directorate Performance Assessments and service planning framework.	Roberts, Ros	Cllr. Jones, Barbara
26/02/20 10:30	(17) Consultation & Engagement Framework	Part of #TeamCaerphilly Action Plan	Lancaster, Hayley	Cllr. Jones, Barbara
11/03/20 10:30	EAS Business Plan	To approve the EAS Business Plan for 20-21	Cole, Keri	Cllr. Marsden, Philippa
11/03/20 10:30	Caerphilly County Borough Council's Strategic Equality Plan 2020-2024	To seek approval of the Strategic Equality Plan 2020-2024 to be formally adopted as Council Policy.	Cullinane, Anwen	Cllr. Jones, Barbara
11/03/20 10:30	Integrated Transport Unit with RCT CBC/ CCBC	Consideration of a collaborative approach to the delivery of Integrated Transport Unit services.	Lloyd, Marcus	Cllr. Morgan, Sean
11/03/20 11:15	Improving Recycling Performance	This report sets out detailed proposals for seeking a Behavioural Change towards Waste Management and Recycling in the home by those who recycle little or not at all. This is to reduce waste, reduce costs, and help protect the environment. The proposals include a communications campaign and a series of escalating letters, with a Fixed Penalty Notice as a measure of last resort, for those who refuse to participate in our recycling schemes.	Hartshorn, Robert	Cllr. George, Nigel
10/06/20 10:30	#Team Caerphilly -Transformation Strategy - 6 Monthly Update	To provide an update to Cabinet	Peters, Kathryn	Cllr. Jones, Barbara